

DISASTER UNEMPLOYMENT ASSISTANCE BENEFIT RIGHTS AND RESPONSIBILITIES

You have filed a claim for Disaster Unemployment Assistance under the Robert T. Stafford Disaster Relief Act. A determination of your eligibility will be made and you will be notified.

In order to be eligible for benefits for any week of Disaster Unemployment Assistance, you must meet the following conditions:

1. You must be totally unemployed, or partially unemployed, in a designated disaster area due to the disaster and have no entitlement to regular unemployment compensation benefits in the State of Florida or any other state.
2. You must provide documentation of proof of employment and earnings within 21 calendar days from the date you filed your claim.
 - * Your DUA weekly assistance amount may be increased with providing proof of earnings. Documentation submitted with a request for monetary reconsideration will be accepted anytime during the disaster assistance period. Preferred documentation is your tax return or W-2 for the previous tax year from which the disaster was declared. For self-employment income, you will also need to provide your tax return including a copy of the appropriate schedule forms to verify the profit and loss statement.
 - * For proof of employment you must submit documentation that you were working and/or self-employed at the time of the disaster, or scheduled to begin work that was prevented by the disaster. Preferred documentation may include but is not limited to, an active occupational business license, bank statements or paystub for services provided within 30 days prior to the disaster. If you were scheduled to begin a job that is no longer available due to the disaster, an employer statement confirming this must be provided. Failure to provide the required documentation will result in a disqualifying determination and/or an overpayment being made based on the available information.
3. You must claim your benefits as instructed. Failure to claim benefits timely as scheduled can result in delay or loss of your benefits.
4. You must report any offer of work made to you. If you refuse any suitable job referrals by your local CareerSource Center, you may be disqualified from receiving benefits.
5. You must be able and available for full-time work for the major portion of your customary work week. This means that you must be ready, willing and able to accept suitable work and that there must be no reason or circumstances - personal, physical (unless unable to work due to incapacitation by the disaster), or otherwise to keep you from looking for or accepting a full-time job for which you are qualified. You will be furnished a work search form to list any employer contacts you make each week.
6. You must report any hours worked regardless if you have received pay for the work performed. You must report gross earnings before any deductions and include all tips, room and meals. Military Reserve and National Guard pay must be reported as earnings as well as retirement income.
7. If you are self-employed, **you must report gross earnings during the week earned.**
8. You must report any change in your address.

If you have additional documentation for proof of employment and earnings, you can fax your information to: 1-800-222-7934, or submit by US mail to:

DUA Unit
P.O. Box 5350
Tallahassee, FL 32314-5350

If you have questions about your claim, please call 1-800-204-2418.

Penalties for Fraud: DUA benefits are federal funds that have penalties prescribed by law for willful misrepresentation or concealment of material facts to obtain benefit assistance to which you are not entitled.

An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers on this website may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711.

DEO UCB/DUA-2 REVISED 01/10/19