Unemployment Insurance Basics For Claimants

Unemployment Insurance (UI) is available to Hoosier workers who are out of work through no fault of their own; this includes employees impacted by a temporary layoff.

If a person’s employment has been interrupted or ended due to COVID-19, they should file for UI and their claim will be evaluated.

Individuals must apply for UI benefits online, using a computer or smart phone. Online filing information can be found at Unemployment.IN.gov. If you have questions, please review the Frequently Asked Questions, the Claimant Handbook and/or the online video tutorials on this page.

If you still have questions, contact us via webchat, email or telephone:

NOTE: Due to extremely high call volume, waits will be longer than usual. We are doing everything we can to answer chats, emails and calls as quickly as possible. Visit Unemployment.IN.gov for instructions, frequently asked questions and tutorials.

- At DWD UI Contact Center via webchat at www.in.gov/dwd/webchat.htm
- Via email at AskUIContactCenter@dwd.IN.gov
- Phone at 1-800-891-6499

If in-person assistance is still needed, limited WorkOne centers are open throughout the state. Please contact your local WorkOne before traveling, as hours of operation may have changed and appointments may be required. Each office and staff are taking precautions to promote social distancing while serving claimants.
CLAIMING UNEMPLOYMENT BENEFITS IN MICHIGAN
COVID-19 GUIDE

If you become unemployed, you may qualify for unemployment insurance benefits. These benefits are intended to provide temporary income as you seek new employment. To be eligible for unemployment benefits, you must be unemployed and able to, available for, and actively seeking suitable full-time work.

Filing for and Receiving Benefits
A claim for unemployment benefits begins the week it is filed. Therefore, you should file your claim during your first week of unemployment.

There are two ways to file a new claim or re-open an existing claim:
- **FASTEST AND PREFERRED METHOD:** Online – Visit [www.michigan.gov/uia](http://www.michigan.gov/uia) and sign into MiLogin to access or create an account on the Michigan Web Account Manager (MiWAM).
- Telephone – Call 1-866-500-0017. If you are hearing impaired, TTY service is available at 1-866-366-0004.

Information Needed to File a Claim:
- Your social security card,
- Your state issued driver’s license or ID card number or your MARVIN PIN (if you have one),
- The names and addresses of employers you worked for during the past 18 months along with your quarterly gross earnings,
- The last date of employment with each employer,
- Your most recent employer’s Federal Employer ID number (FEIN) (especially if you have not filed a claim within the last three years or have been employed for less than six months) and Employer Account Number (EAN). Depending on your situation, knowing the account number may speed up the processing of your claim.
- If you are not a U.S. citizen or national, you will need your Alien Registration card and the expiration date of your work authorization.

Bi-Weekly Certifications
You must certify your eligibility every two weeks to receive payment. The preferred method of certifying is online, although phone certification is also available.
- Online: Visit [www.michigan.gov/uia](http://www.michigan.gov/uia) and sign into MiLogin to access your MiWAM account. Your online account is accessible seven days a week, 24 hours a day.
- By Phone: Call MARVIN at 1-866-638-3993, Monday through Saturday, 8:00 a.m. to 7:00 p.m.

Register for Work and Work Search
- At this time, you are not required to register for work. Your application for benefits will be used to satisfy the work registration requirement when you file your claim.
- For those workers indicating in their claim filing that they expect to return to work with the same employer within 120 days, the application for benefits will be used to satisfy the seeking work requirement.

Two ways to receive benefits, choose either:
- Debit card or
- Direct deposit to your bank account
For more information – including a copy of UIA 1901, *Unemployment Benefits in Michigan* and forms, visit our website at [www.michigan.gov/uit](http://www.michigan.gov/uit). If you have a question or problem with your claim, you can submit an inquiry or chat online through your MiWAM account or call 1-866-500-0017. Customers may schedule an appointment for an in-person visit at 1-866-500-0017.

Employers, direct your questions to the Office of Employer Ombudsman (OEO) through your MiWAM account at [www.michigan.gov/uit](http://www.michigan.gov/uit). If you are hearing impaired, TTY service is available at 1-866-366-0004.

**WHAT YOU NEED TO FILE AN UNEMPLOYMENT CLAIM**

To file a claim, you must first sign into MiLogin to create or access your MiWAM account at [www.michigan.gov/uit](http://www.michigan.gov/uit).

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<th>PERSONAL INFORMATION</th>
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<tr>
<td>Social Security Number:</td>
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<tr>
<td>Driver license number or State ID number:</td>
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<tr>
<td>Mailing address (where you want information about your claim sent):</td>
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<td>County (where you live):</td>
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<td>Telephone number:</td>
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<td>Email Address:</td>
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| How do you want to be paid? Select your benefit payment preference: | Direct Deposit [ ] Debit Card [ ]
| Routing Number: ______________________ Bank Account: ______________________ |
| If you are not a citizen or national of the United States, give your Alien Registration Number and the expiration date shown on your alien ID or documents: |

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<th>EMPLOYMENT INFORMATION</th>
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<tr>
<td>Your most recent employer (the one you last worked for) and Federal Employer Identification Number and Employer Account Number:</td>
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<td>Name: ______________________</td>
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<td>FEIN: ______________________</td>
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<td>EAN: ______________________</td>
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<td>Street Address (use the payroll address if known):</td>
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<td>City, State and Zip Code:</td>
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<td>Dates of employment and the amount of money you earned (gross amount, without deductions):</td>
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<td>Beginning Date: ______________________</td>
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<td>Ending Date: ______________________</td>
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<td>Gross Earning: ______________________</td>
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Your next recent employer (the one you last worked for) and Federal Employer Identification Number and Employer Account Number:

Name: ______________________

FEIN: ______________________

EAN: ______________________

Street Address (use the payroll address if known):

City, State and Zip Code:

Dates of employment and the amount of money you earned (gross amount, without deductions):

Beginning Date: ______________________

Ending Date: ______________________

Gross Earning: ______________________


COVID-19 Resource/Assistance Guide

Coronavirus (COVID-19) Situation Updates:

**Indiana**: For current and the most reliable information on COVID-19 in Indiana, please visit the Indiana State Department of Health’s website: [https://www.in.gov/coronavirus/](https://www.in.gov/coronavirus/) The page is updated regularly and includes information, such as the preventative measures and what to do if you’re sick, as well as information for healthcare and other public health professionals.

**National**: The Centers for Disease Control is another reliable source for current COVID-19 information. The CDC’s website includes information on the number of COVID-19 cases in the U.S., resources for the community and information for healthcare professionals. [https://www.cdc.gov/coronavirus/2019-nCoV/index.html](https://www.cdc.gov/coronavirus/2019-nCoV/index.html)

**Indiana Department of Workforce Development**: The Indiana Department of Workforce Development is reminding Hoosiers that applying for unemployment insurance benefits can be completed electronically. Hoosiers can apply on a computer or smart phone. For more information on unemployment insurance, visit Unemployment.IN.gov. There, Hoosiers can find the Claimant Handbook, Frequently Asked Questions, a link to online filing and more information.

**General Assistance/Utilities (211)**: Indiana 211 is a free service that connects Hoosiers with help and answers from thousands of health and human service agencies and resources right in their local communities - quickly, easily, and confidentially. 2-1-1 can provide assistance on:

- Food & Clothing
- Mental Health & Addiction
- Health Care
- Housing & Utility Assistance
- Education & Employment
- Children & Family
- Tax Assistance
- Advanced Search

Call 2-1-1 or visit their website [https://in211.communityos.org/](https://in211.communityos.org/)

**Restaurants**: For a list of Indiana restaurants that are offering catering, delivery or drivethru options, please visit the Indiana Restaurant and Lodging Association’s website. [https://www.inrla.org/page/restaurants](https://www.inrla.org/page/restaurants)

**FOR LOCAL SCHOOL DISTRICTS/RESTAURANTS PROVIDING FREE MEALS FOR STUDENTS SEE ATTACHED**
INDIANA SCHOOL DISTRICTS/RESTAURANTS PROVIDING FOOD FOR STUDENTS

Concord Community Schools: The Concord Food Service Department will provide free meals to all Concord students while schools are closed. Each Tuesday and Friday beginning March 17 and continuing through at least April 13 (excluding Spring Break April 6-10), Concord employees will distribute pre-packaged meals from the parking lot at three school buildings. Meals will be distributed between 11 a.m. to 1 p.m. Meals are available on a first-come, first-served basis. This is a drive-thru meal service. Parents will stay in their vehicle and employees will deliver packages of food to the vehicles. Per USDA regulations, students and a parent/guardian must be present to receive the free meals. Meals are available for pick up at the following locations:

- Concord High School, 59117 Minuteman Way, Elkhart, IN 46517
- Concord East Side Elementary, 57156 C.R. 13, Elkhart, IN 46516
- Concord West Side Elementary, 230 W. Mishawaka Road, Elkhart, IN 46517

Bacon Hill Kitchen and Pub: Now until April 13 - all kiids meals will be free for ages 0-18 between 11 a.m. and 6 p.m. We also understand that with school system closures, this will deeply impact the hourly paid school employees. We will be offering 50% off during the same time for those who work in our school systems. 4000 E Bristol St, Ste 8, Elkhart, Indiana

Luxe Cafe (2012 Lincolnway E, Goshen, Indiana 46526) is offering free breakfast and/or lunch to any child pre-k-12th grade weekdays from 6 a.m. to 5 p.m.

Fulton County, Indiana

Tippecanoe Valley School Corporation will be offering grab and go lunches (with breakfast for the following day included) starting on Wednesday, March 18, 2020 at the following locations and times for students age 18 and under:

- Monday – Friday (starting Wednesday, March 18)
- Akron Elementary (Door R) 11:00 am – 12:30 pm
- Mentone Elementary (Main Entrance) 11:00 am – 12:30 pm
- Tippecanoe Valley High School (Main Entrance) 11:00 am – 12:30 pm
- New location beginning March 20 - Palestine Lake Boat Ramp Parking Lot - 11:00 am – 12:30 pm

If parents or students do not have transportation available to pick up lunches, please call and leave a message for the following food service personnel. Please leave information of student name, telephone number, address and the number of students needing meals.

- Akron Elementary – Julie Kruger 574-598-2321
- Mentone Elementary – Nikki Rutherford 574-598-2537
- Tippecanoe Valley Middle School – Trisha Wilson 574-598-2230
- Tippecanoe Valley High School – Shelly Holloway 574-598-2131

LaGrange County, Indiana

Tiffany's Restaurant (414 E. Lake St., Topeka) will offer free meals to students from Westview, Lakeland, Prairie Heights and West Noble school districts during the hours of 6 a.m. to 5 p.m. Monday through Saturday. Meals will be provided through April 20.
Kosciusko County, Indiana

Wawasee Community School Corporation: Wednesday, March 18, meal pickups will remain the same as the previous two days, at Milford School, North Webster School, and Syracuse School at the main entrance from 7 am-4:30 pm. Beginning Thursday, March 19, Wawasee will change days, hours, and add additional locations to limit the times families need to leave their homes. Wawasee will have meal pick up on two days, Mondays and Thursdays from 10 am - 2 pm at the following locations:

- Milford School main entrance
- Milford Library parking lot
- North Webster School main entrance
- North Webster Community Center parking lot
- Syracuse School main entrance
- Bowen Center in Enchanted Hills parking lot

On Mondays, 3 breakfasts and 3 lunches per child can be picked up, and on Thursdays 2 breakfasts and 2 lunches and a Boomerang Backpack (if needed) per child can be picked up.

Marshall County, Indiana

Plymouth Community Schools: During the Plymouth Community Schools closure, sack lunches are available for pick up Monday March 16th thru Thursday March 19th at door 1 of each of the following schools from 11:00 a.m. - 1:30 p.m. Any PCSC student can pick up these sack lunches from any of the available schools.

- PHS: #1 Big Red Drive, Plymouth, IN 46563
- Washington Discovery Academy 1500 Lake Ave., Plymouth, IN 46563
- Webster Elementary 1101 S. Michigan, Plymouth, IN 46563

St. Joseph County, Indiana

Penn Harris Madison: Any P-H-M student can go to any P-H-M school and pick up a sack meal. The meal pickup does not have to be at the student's home school; families can also pick up the meals from another P-H-M school. Families with students in multiple grade levels do not have to travel to each child's school to pick up the meals. The program also allows us to provide sack meals to any and all children who are with a P-H-M student (this means the other children in the group do not have to be P-H-M students). But at least one P-H-M student must be present and have their student ID number. We have State permission to hand out breakfast sack meals for the following day during the lunch pickup times. However, unfortunately at this time, we cannot give out sack lunches during the breakfast pickup because the sack lunches contain hot items. The sack meals will be provided by staff members outside the school in a drive-up format.

- Breakfast is offered 8 - 9 a.m. (M-F) at 12 sites: Bittersweet, Elm Road, Elsie Rogers, Horizon, Mary Frank, Meadow's Edge, Walt Disney, Moran, and Madison Elementary Schools, Grissom and Schmucker Middle Schools, and Penn High School.
- Lunch is offered 11 a.m. - 1 p.m. at all 15 P-H-M schools.

School City of Mishawaka: Free lunches can be picked up at any site regardless of which school you attend. Lunches are available M-F 11 a.m. to 1 p.m. A student ID number is required for meal pick up, which is available in Family Access in Skyward under student profile, for each
student meal. If an adult is picking up meals without a student present, please come prepared with the student name and ID number. Students may also pick up meals without an adult. Families can drive up to the designated location and meals will be brought out by SCM personnel.

- Beiger Elementary School
- Emmons Elementary School
- LaSalle Elementary School
- John Young Middle School

**South Bend Community Schools**: Students may pick up grab-and-go lunch and dinner meals from 11 a.m.-1 p.m. every day school would have otherwise been in session. Seven meal pick up sites:

- Brown Community Learning Center (737 Beale St., South Bend, IN, 46616)
- Coquillard Elementary (1245 N Sheridan St., South Bend, IN, 46628)
- Darden Elementary - 18645 Janet St., South Bend, IN 46637
- Harrison Elementary (3302 W Western Ave., South Bend, IN 46619)
- Lincoln Elementary (1425 E Calvert St, South Bend, IN 46613)
- Madison Elementary (832 N Lafayette Blvd, South Bend, IN 46601)
- Marquette Montessori Academy - 1818 Bergan St., South Bend, IN 46628
- Monroe Elementary (312 Donmoyer Ave, South Bend, IN 46614)
- Muessel Elementary (1021 Blaine Ave, South Bend, IN 46616)
- Nuner Fine Arts Academy - 2716 Pleasant St., South Bend, IN 46615
- Tarkington Elementary - 3414 Hepler Rd., South Bend, IN 46635

**Wings Over in South Bend** is providing Free Kids Meals for any K-12 child that needs it. Available every day of the week. No purchase necessary.

**Our Lady of Hungary Parish and Marian High School** will be providing a sack lunch daily beginning Monday, March 16 - stop by OLH School at 735 W. Calvert Street from 11:30 a.m. to 1:30 p.m. The lunch is free and everyone is invited.

**MICHIGAN SCHOOL DISTRICTS/RESTAURANTS PROVIDING FOOD FOR STUDENTS**

**Benton Harbor Area Schools**: Students 18 and under can pick up breakfast and lunch from 9:30 a.m. to 1 p.m. at the following locations: Benton Harbor High School, Blossom Acres, Benton Manor, First Church of God Benton Heights, Countryview Apartments, Overflow Church, Ravines MHC, Berrien Homes, River Terrace.

**Berrien Springs Public Schools**: Free School Meals: March 16-April 5 from 11:00-12:00 Noon at the High School Circle Drive and delivery to River Estates Mobile Home Park Office

**Bridgman Public Schools** will be providing free breakfast and lunches to All students 18 years old and younger on Sundays and Wednesdays from 5:30 p.m. to 6:30 p.m. at three pickup locations. [more info]

- Bridgman High School Main Entrance (by the flagpole)
Buchanan Community Schools is offering free lunch for all students 18 years of age and under during closure weeks, Monday –Friday. Each child needing lunch must be present to receive it. Menu: Lunch Pak for that day and a Breakfast Snack for the next day. Students may pick up the to-go meal at Buchanan High School (Drive Up or Walkers): 11:00 –12:30 tennis court parking lot

We will also take food out to these bus stops at these designated times: [more info]

- Ottawa School Bus Stop 11:00 -11:25
- Moccasin School Bus Stop 11:35 –12:00
- Victory Park Bus Stop 12:10-12:30
- Stark School Bus Stop 11:15-11:40
- Rynearson Apartments 11:50-12:15
- Hill’s Haven 11:00-11:30
- Riverside Estates 11:45-12:15

Cassopolis Public Schools will be providing breakfast and lunch to any child under the age of 18 or anyone 26 and under with a disability. We will be serving pre-packaged breakfast along with several days of lunch items that will be easily assembled for fresh meals until the next distribution day. Students do not need to be present at pick up and we encourage our community to help out their neighbor by picking up meals and delivering to those that cannot make the pickup time. Please bring bags or boxes for your meals to be placed into.

Distribution of food will be Wednesday, March 18th, and Friday, March 20th, at 3:30-5:00 PM. Beginning on March 23rd, we will be distributing food on Mondays and Thursdays from 3:30-5:00PM, at the same locations.

Locations:
- Sam Adams South East Street Parking Lot
- Penn Township Fire Department

Coloma Community Schools will be providing meals for all students, regardless of grade level, while schools are closed. Our drivers will be delivering food to students who normally ride the bus at their normal bus stops on Mondays where they will deliver 3-days’ worth of meals and on Thursdays where they will deliver 4-days’ worth of meals. Buses will run their normal routes and the delivery times will be the same as if it were a Delayed Start so kids do not have to be out in the dark. Students need to be at their bus stop to get their meals. If your student walks to school, drives, or is a car rider/parent drop off, your student can pick up his/her meals in the Coloma Intermediate parking lot from 10:00 am -10:30 am on Mondays and Thursdays.

Dowagiac Union School District: During our school closure (March 16-April 3) we will be providing meals (breakfast and lunch) at the following stops. These are the stops that we make during the Summer Program. These meals are available for all children 18 years and under.

- 11-11:30 Twin Lakes Park, Lakeshore Road, Dowagiac
- 11:00-11:30 Riverside Apartments, 550 Riverside Drive, Dowagiac
- 11:45-12:15 Sister Lakes Community Church, 67119 M152, Dowagiac
- 11:30-12:00 Dowagiac District Library, 211 Commercial St, Dowagiac
- 12-12:30 Water Tower Park, Helena St, Dowagiac
- 12:30-1:00 Indian Hills Apartments, 400 Cleveland St, Dowagiac
- 12:30-1:00 Justus Gage Playground, 301 James St., Dowagiac
- 1:00-1:30 HS Auto Shop, 701 N. Lowe St, Dowagiac
- 1:00-1:30 ACTION Pantry, 301 Main St, Dowagiac, MI
- 1:30-2:00 Eagle’s Wood Apartments, 29509 Amerihost Dr, Dowagiac
- 1:30-2:00 Vineyard Place Apartments, 508 Vineyard Place Dr, Dowagiac
- 2:00-2:30 Walter Ward Park, 309 Thickstun, Dowagiac

**Eau Claire Public Schools**: Beginning Monday, we delivered meals to student bus stops. Meals were provided to all families who made requests. To request breakfast and lunch, please contact Diane Burbach at 269-593-3834.

**Edwardsburg Public Schools**: During the three week mandated closure, Edwardsburg Public Schools will be providing free meals to all children 18 and under. Beginning March 17 through April 3, meals can be picked up on Tuesdays and Fridays between 11:00 am and 12:30 pm by driving through one of four locations. On Tuesdays and Fridays each child will receive 3 breakfasts and 3 lunches (12 total meals per week). An EPS school bus will be at each location to hand out meals (drive through only). [more info]

- Edwardsburg Middle School, 69410 Section Street, Edwardsburg
- Eagle Lake Elementary, 23889 Avenue C, Edwardsburg
- Five Points Minland Machine, 19801 M205, Edwardsburg
- Milton Township, 32019 Bertrand St, Niles

**Lakeshore Public Schools**: We will be dropping off sack lunches and breakfast at 11:30am at four sites. These meals are for children 18 and under. A sack lunch and a breakfast for the following morning will be available for you to pick up. These meals are to be taken to your homes to eat. You may only pick up meals for children in your home.

- Spring Lake Mobile Home Park Community Center-11:30
- Shawnee Mobile Home Park Community Center-11:30
- Lake Pines Apartments Community Center-11:30
- Baroda Estates Mobile Home Park Office Area-11:30

**Marcellus Community Schools** will provide "Grab & Go" meals on weekdays, starting Wednesday, March 18th through April 3rd. The sack meal will include lunch for the day and breakfast for the next morning. Students or parents may come to Marcellus Middle/High School at the main entrance to pick up the meal and take it home between 11:30-12:00 daily.

**Niles Community Schools** Food Service Department will have breakfast and lunch available from March 17 to April 3. Ballard Elementary will have dinner and breakfast service available. A school bus will be onsite at all locations. Weekend meals will be available for pick up during the Friday meal service. All sites will be drive up/ pick up. Meals are available for any child under the age of 18 or anyone under the age of 26 with a disability. The meal times and locations are as follows:

- Niles YMCA, 905 N. Front St., 11 a.m. to 12 p.m.
- Niles District Library, 620 E. Main St., 11 a.m. to 12 p.m.
- Howard-Ellis Elementary, 2788 Mannix St., 11 a.m. to 12 p.m.
- Northside Child Development Center, 2020 N. 5th St., 11 a.m. to 12 p.m.
- Niles High School, 1441 Eagle St., 11 a.m. to 12 p.m.
• Niles Administration and Education Center, One Tyler St., 11 a.m. to 12 p.m.
• Ballard Elementary, 1601 W. Chicago Dr., 5:30 p.m. to 6:15 p.m.

St. Joseph Public Schools are offering 'Grab and Go' meals (breakfast/lunch) at Lincoln School from 11:30 a.m. -12:30 p.m.. Please approach from the south side of the building on Lincoln School Rd.

Watervliet Public Schools: Meals will be distributed from 8:30 a.m. to 9:15 a.m. and 12:30 p.m. to 1:15 p.m. at multiple locations. Watervliet school busses and vans will be used to distribute meals. All vehicles with food will be clearly marked. WPS personnel will be working the distribution to assure the safety and security of our students. Any person 18 years and under (26 and under for students with disabilities) will be allowed to take meals from the sites - no questions asked and no ID needed. Only one family member needs to come to a site and they will be able to take meals for all students in the household. On Fridays, up to three (3) breakfasts and three (3) lunches per student may be taken.

• Marathon Station Parking Lot: 8151 E Napier Ave, Benton Harbor
• Bainbridge Township Hall: 7315 Territorial Rd, Watervliet
• Two (2) sites at Pleasant View Estates: 7604 Red Arrow Hwy, Watervliet; one in the front and one in the back of the neighborhood
• Watervliet Fire Station: West Pleasant Street, Watervliet
• Free Methodist Church: 7737 Paw Paw Ave, Watervliet
• Paw Paw Lake Trailer Park: 5259 N. Watervliet Rd, Watervliet
• Ma & Pa’s Country Kettle: 5355 M-140, Watervliet
• River of Life Church: 8712 Red Arrow Hwy, Watervliet
• Tom Smith Tractor Sales: 69760 Red Arrow Hwy, Watervliet