Dear Pandemic Unemployment Assistance (PUA) Claimant,

Our Office of Unemployment Insurance (OUI) system indicates that you filed an application to claim federal Pandemic Unemployment Assistance (PUA). OUI is making changes to the PUA claims process that will require additional information and affect how you request future payments.

PUA is a federally funded program providing 39 weeks of unemployment benefits for workers not otherwise eligible for regular UI benefits, self-employed individuals, contract workers and business owners who have become unemployed directly due to the COVID-19 pandemic.

To qualify for PUA benefits, you must complete the PUA Self-Certification forms (see links below) certifying that you have been able and available for work, but your unemployment, partial unemployment, inability to work or unavailability to work was caused by a COVID-19 related reason listed in the form. OUI will use the information you provide on this form to determine if you qualify for PUA benefits. Once you have completed the form, e-sign the form by typing your name and date on the signature line. Your e-signature will carry the same weight and legal effect as your handwritten/wet ink signature.

You must complete and submit each form electronically within forty-eight (48) hours. Failure to return these documents may stop your benefit payments.

Answers to all questions must be personally entered by you and must be truthful. Falsification of information is punishable by fines and/or imprisonment under KRS 341.990.

Jan 27 - Feb 29

March 1 - April 4

April 5 - May 9

OUI is making changes to the Pandemic Unemployment Assistance (PUA) claims process that will affect how you request payments. While your PUA payments came to you automatically, you will now have to request your upcoming payments every two weeks online at kcc.ky.gov to receive unemployment insurance (UI) funds. Please note, do not fill out a new UI application or open a new claim.

Requesting Your PUA Payment and Viewing Your Account Information

You will now have to request your upcoming payments every two weeks online at kcc.ky.gov to receive PUA funds. Please note, do not fill out a new UI application or open a new claim each time, only requesting a payment. Please see the "How to Request Your Next Benefit Payment" infographic at the end of the email for step-by-step instructions.

Along with this change, OUI has made several improvements to the PUA process so you can now view your UI account summary page online with your current information in the state's UI system. It also will allow you to change your return-to-work date so you can stop your benefit payments.

To get to your account summary page, go to https://uiclaims.des.ky.gov/ebenefit/eben.htm, click I agree at the bottom of the page, enter your Social Security number and PIN in the User Login and click the submit button. On the My Account page, click account summary.

Your account summary page has important information including:
• the date to request your benefits,
• the weekly benefit amount, and
• your account balance.

Returning to Work

When your employer requests for you to return to work, you will enter the date when you fill out your UI benefit payment request. When you request your UI benefit payment every two weeks, you will be asked if you returned to work during that two-week period. If you respond "yes," you will be required to enter the date of return. Please note, if you know what your return date is when you fill out your original UI application, you will be asked to enter it then.

What if you cannot return to work?

If your employer asks you to return to work, and you continue to be unable to return to work for one of the eleven COVID-19 related reasons listed in the CARES Act. The reason you remain currently out of work for COVID-19 may change over time, as you may have originally applied for benefits after a diagnosis, and you are now able and available to return to work, but your childcare options remain closed by the Governor's Executive Order. You may be eligible for PUA benefits if you remain out of work for one of those COVID-19 related reasons.

If you have any questions about this form or you need an extension to complete this form, you may contact the UI Benefits Branch at 502-564-3240 or you may email your questions about the form at https://kcc.ky.gov/Pages/contact.aspx.