

Kentucky Work Share Program

**Keep your
workforce.
Reduce hours
not jobs.**

What Is the Work Share Program?

The Work Share Program helps employers keep their skilled workforce while giving employees stability during tough times. Kentucky businesses can avoid layoffs during slow periods by reducing employee hours between 10% and 40%. Workers on the plan receive partial unemployment benefits to help cover the difference in pay.

**No cost
to apply.**

Employer Advantages

- Reduce or eliminate layoffs
- Keep valuable, skilled employees during downturns
- Save time and expense of hiring and training new workers when business recovers
- Recover quickly as business returns to normal
- Provide flexibility during a challenging economy
- Less impact on your unemployment insurance account

Employee Advantages

- Keep your same job and benefits
- Receive partial unemployment benefits on reduced work hours
- Avoid financial hardship of layoff or lost job
- Reduce stress caused by instability of layoff
- Avoid expense and time of searching for a new job

Apply Today!

Email KYWorkShare@ky.gov or visit <https://kcc.ky.gov/career/employers/Pages/Workshare-Program.aspx>

- No cost to apply
- Hours reduced between 10% and 40%
- At least two employees need to participate
- A minimum of 10% of your workforce must be included in your plan

Program Details

- Advance notice is required to be given to affected employees
- Person signing application must have authority to act on behalf of the business
- To change an existing plan, employers submit a new application at least 30 days before the existing one expires.
- Required reporting includes:
 - If any employees are covered by a union agreement
 - If health and retirement benefits will change