

# Need Unemployment Insurance?

## A Guide for Federal Workers

### **Are federal employees eligible for unemployment insurance?**

Yes. Federal employees who lose their jobs or experience a reduction in hours may qualify for UI benefits. Eligibility is determined based on your work history and wages.

### **I received a termination notice indicating performance issues as the reason for my loss of employment, or I was terminated as part of a broad-scale downsizing (e.g. my entire unit was laid off, or I was a member of a class of employees that was terminated); will this impact my eligibility?**

No. Every claim decision is fact-dependent and made on a case-by-case basis. You may be eligible under these circumstances. Individuals are encouraged to apply so the Department can review the specific circumstances of your separation from employment.

### **I was terminated as part of broad-scale downsizing (e.g., my entire unit was laid off, or I was a member of a class of employees that was terminated); does this mean I am eligible for benefits?**

While every determination is fact-dependent and made on a case-by-case basis, you may be eligible under this circumstance; individuals are encouraged to submit an application so the Department can review the specific circumstances of your separation from employment.

### **How do I begin my unemployment claim?**

Start by filing a claim with the Rhode Island Department of Labor and Training (DLT). We strongly recommend you do this online; start at [dlt.ri.gov/ui](https://dlt.ri.gov/ui) and create an account with UI Online to file a new claim.

### **What information will I need to submit a claim?**

- Social Security Number
- Federal Employer Identification (FEIN) or agency details
- SF-8 and SF-50 forms
- Work history for the past 18 months
- Direct deposit information (optional)

### **Is the UI claims process different for federal employees?**

No, but processing times may vary as federal wages must be verified by the government. Be sure to have your SF-8 and SF-50 forms ready to help speed up the process.

### **What should I expect after I file my claim?**

You will receive a claim confirmation number at the email address you provide when you file, and we will begin processing your claim. There is no need to reach out to DLT to check the status of your claim. We will contact you if we need additional information; otherwise, you will receive a decision by mail and your UIO account.

**Review our full list of FAQs:** Visit [dlt.ri.gov/ui](https://dlt.ri.gov/ui) for more information.

**If you need additional assistance, you can request a callback:** Fill out our Help Form at [dlt.ri.gov/ui-help](https://dlt.ri.gov/ui-help) and a UI Call Center Representative will call you within 2-3 days.