



Workforce Issuance

100 DCS 14.255

☐ Policy ☒ Information

To: Chief Elected Officials
MassHire Workforce Board Chairs
MassHire Workforce Board Directors
Title I Administrators
MassHire Career Center Directors
Title I Fiscal Officers
MDCS Operations Managers

cc: WIOA State Partners

From: Alice Sweeney, Director
MassHire Department of Career Services

Date: November 16, 2018

Subject: **Disaster Unemployment Assistance Online Training Available**

Purpose: To notify MassHire Workforce Boards, MassHire Career Center Operators and other workforce partners of the availability of Disaster Unemployment Assistance (DUA) Training announced through the US Department of Labor (DOL) Employment and Training Administration (ETA) Training and Employment Notice [\(TEN\) No. 8-18](#).

Background: The U.S. Department of Labor (USDOL) oversees the Disaster Unemployment Assistance (DUA) program and coordinates with the Federal Emergency Management Agency (FEMA), to provide the funds to state UI agencies for payment of DUA benefits and payment of state administration costs under agreements with the U.S. Secretary of Labor. The Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1974, as amended, authorizes the President to provide benefit assistance to individuals unemployed as a direct result of a major disaster. DUA provides financial assistance to individuals whose employment or self-employment has been lost or interrupted as a direct result of a major disaster and who are not eligible for regular unemployment insurance

benefits. The purpose this training is to increase State Workforce Agencies' knowledge and understanding of the DUA program and to provide a resource for refresher training at a time when a disaster strikes and DUA services are required.

Course Objectives

- To describe the legislation and regulations that apply to the DUA program;
- To explain the roles of the USDOL, FEMA an agency of the Department of Homeland Security, and state Unemployment Insurance (UI) agencies in administering the DUA program;
- To describe the DUA administrative process from the disaster declaration through the DUA program closeout;
- To describe DUA claims processing and DUA determinations;
- To examine the common causes of DUA overpayments and how these overpayments can be repaid; and
- To explain the levels of DUA appeals available to the individual and the state and how DUA appeals differ from UI appeals.

Course Lessons

1. DUA Background and History
2. The DUA Administrative Process
3. DUA Claims Processing
4. DUA Determinations
5. DUA Overpayments
6. DUA Appeals

Target Audience

The training course is recommended for state UI directors, regional and state DUA coordinators, and UI staff that assist with the DUA process.

Course Description

Duration - The six, self-guided online lessons range from about 10 to 50 minutes to complete. The total duration is approximately 190 minutes.

Location

The online lessons are available for viewing from the ITSC Learning Center on the ITSC members-only website www.itsc.org. To access the online materials, go to the Members Login section of the ITSC site and click "Contact the ITSC Webmaster." Provide your name and email address and please state that you would like to view the DUA Online Training.

Action

Requested: Please share with managers, staff and partners as appropriate.

Effective: Immediately