



DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona

Arizona Now Accepting Applications for Pandemic Unemployment Assistance (PUA) Benefits

Self-employed individuals, independent contractors, gig workers, and those not eligible for regular Unemployment Insurance (UI) can now file claims for Pandemic Unemployment Assistance (PUA) benefits authorized by the Coronavirus Aid, Relief, and Economic Security (CARES) Act. **Go to www.azdes.gov/pua and click on “File a Pandemic Unemployment Assistance Claim.”**

To qualify for PUA, you must otherwise be able to work and available for work, except that you are unemployed, partially unemployed, unable, or unavailable to work as a direct result of one of the COVID-19 related reasons identified in Section 2102 of the CARES Act and listed below:

- Diagnosed with or experiencing symptoms of COVID-19 and seeking a medical diagnosis;
- A member of your household has been diagnosed with COVID-19;
- Providing care for a family member or a member of your household who has been diagnosed with COVID-19;
- Responsible for providing primary care for a child or other person in your household who is unable to attend school or another facility that is closed because of the COVID-19 public health emergency, and their care is required for you to work;
- Unable to reach your place of employment because of a quarantine imposed due to the COVID-19 public health emergency;
- Unable to reach your place of employment because you were advised by a health care provider to self-quarantine due to concerns related to COVID-19;
- Scheduled to begin employment and you do not have a job or are unable to reach your job because of the COVID-19 public health emergency;
- Have become the primary wage earner or major support for a household because the head of the household has died due to COVID-19;
- Had to quit or take leave of absence from your job because of COVID-19; or
- Your place of employment is closed due to the COVID-19 public health emergency.

PUA is payable for weeks of unemployment, partial unemployment, or inability to work caused by the COVID-19 related reasons listed above beginning on or after January 27, 2020. PUA is payable for eligible weeks of unemployment from February 2, 2020 through December 26, 2020. **Detailed information about PUA is available in the PUA Handbook found on www.azdes.gov/pua.**

Self-Certification

In order to be eligible for PUA benefits you must self-certify that you are otherwise able to and available for work under Arizona Revised Statutes Title 23, Chapter 4, except that you are unemployed, partially unemployed, or unable or unavailable to work as a direct result of one of the COVID-19 related reasons identified in Section 2102(a)(3)(A)(ii)(I) of the CARES Act. This is a requirement of receiving PUA benefits and you will be asked when you file your initial claim and again when file your weekly certifications in the PUA portal. Additionally, you must acknowledge you understand that making this certification is under penalty of perjury, that intentional misrepresentation in self certifying is fraud, and that you may be subject to criminal prosecution if you are found to have committed fraud. Additional information can be found at www.azdes.gov/pua.

How to File for Pandemic Unemployment Assistance

To confirm eligibility for PUA and provide any additional supporting documentation necessary to receive continued and retroactive PUA benefits, go to www.azui.com and click on “File a Pandemic Unemployment Assistance Claim.” You must have a valid email address. If you do not have one, you may create one when asked.

Beginning May 12, 2020, the PUA portal will accept initial claims and documentation to establish your weekly benefit amount for PUA. You will need to provide basic demographic information and the following for any and all employment from calendar year 2019, including self-employment and platform or “gig” work:

- Name and address of the employer(s) (if there was an employer other than yourself)
- Employer’s telephone number (optional if unknown)
- Your occupation, beginning date, and last date you worked for each individual/company
- Reason for separation (examples are layoff, furlough, quit, discharged/fired)
- Documentation regarding 2019 income (see examples below)

Wage verification

Your wage information from calendar year 2019 will be used to determine your PUA weekly benefit amount. Please prepare to provide documentation of any wages and/or self-employment. Acceptable documentation can include, but is not limited to:

- 2019 Tax Returns, including Schedule C (if completed);
- 2019 W2s or 1099s;
- Copies of paycheck stubs showing your 2019 earnings;
- Bank receipts showing deposits in 2019;
- Your 2019 business records, including: ledgers, invoices or billing notices you provided to your clients or customers, business licenses, business lease agreements and invoices, and advertisements for your business or services.

You do not need all of the documents listed above, only those relevant to your work history. Additionally, if you do not have any of the documents listed above, or those documents do not reflect your full 2019 income, you may submit copies of other documents that you believe would demonstrate your 2019 income. If you do not have sufficient wages or you do not provide proof of wages, and you are otherwise eligible, you will receive the minimum weekly benefit amount of \$117.

Beginning May 17, 2020, you must file weekly certifications to receive PUA benefits. This includes:

- Certifications for each week back to your last day of employment (but no earlier than February 2, 2020). You will have to file certifications for each week that you are claiming eligibility for benefits.
- Certifications each week for as long as you continue to claim and be eligible for benefits, generally up to 39 weeks of total benefits.

Please also be prepared to report any compensation you have received each week since your last day of full-time employment. If you are determined eligible, your PUA payment will be processed and, depending on the option for payment you select, will become available within two to three days after you file your eligible weekly certification.

Direct Deposit

If your bank accepts direct deposits, you have the option of your benefit payments being directly deposited to a checking or savings account of your choice. You will need your bank’s routing number and your account number in order to set up direct deposit through the PUA portal.

Federal Pandemic Unemployment Compensation (FPUC)

For weeks of unemployment beginning on or after March 27, 2020, and ending on or before July 31, 2020, individuals eligible to receive PUA are also eligible to receive FPUC, authorized under section 2104 of the CARES Act. FPUC provides an additional \$600 per week for eligible weekly claims.

Equal Opportunity Employer / Program • Auxiliary aids and services are available upon request to individuals with disabilities • To request this document in alternative format or for further information about this policy, contact your local office; TTY/TDD Services: 7-1-1 • Disponible en español en línea o en la oficina local.