

# DISASTER UNEMPLOYMENT ASSISTANCE (DUA)

## WHAT YOU NEED TO KNOW

### 1. WHAT IS DISASTER UNEMPLOYMENT ASSISTANCE?

DUA IS A FEDERAL PROGRAM THAT PROVIDES TEMPORARY PAYMENTS TO PEOPLE IN A FEDERALLY DECLARED DISASTER AREA WHOSE EMPLOYMENT HAS BEEN LOST OR INTERRUPTED AS A DIRECT RESULT OF THE DISASTER.

### 2. WHAT ARE THE CITIZENSHIP REQUIREMENTS TO BE QUALIFIED FOR DUA?

DUA IS AVAILABLE TO U.S. CITIZENS, U.S. NON-CITIZEN NATIONALS, OR QUALIFIED ALIENS UNDER THE U.S. IMMIGRATION AND NATIONALITY ACT (INA). QUALIFIED ALIENS INCLUDE:

- LEGAL PERMANENT RESIDENT ("GREEN CARD" HOLDER)
- AN ASYLEE, REFUGEE, OR AN ALIEN WHOSE DEPORTATION IS BEING WITHHELD
- ALIEN PAROLED INTO THE U.S. FOR AT LEAST ONE YEAR
- ALIEN GRANTED CONDITIONAL ENTRY
- CUBAN/HAITIAN ENTRANT
- ALIENS IN THE U.S. WHO HAVE BEEN ABUSED, SUBJECT TO BATTERY OR EXTREME CRUELTY BY A SPOUSE OR OTHER FAMILY/HOUSEHOLD MEMBER, OR HAVE BEEN A VICTIM OF A SEVERE FORM OF HUMAN TRAFFICKING
- ALIENS WHOSE CHILDREN HAVE BEEN ABUSED AND ALIEN CHILDREN WHOSE PARENT HAS BEEN ABUSED WHO FIT CERTAIN CRITERIA

### 3. WHAT ARE THE ELIGIBILITY REQUIREMENTS FOR DUA?

DUA IS AVAILABLE TO UNEMPLOYED WORKERS OR SELF-EMPLOYED INDIVIDUALS WHO WERE EMPLOYED OR WERE TO COMMENCE EMPLOYMENT IN THE MAJOR DISASTER AREA WHEN THE MAJOR DISASTER OCCURRED. INDIVIDUALS WHO CANNOT WORK BECAUSE OF AN INJURY CAUSED AS A DIRECT RESULT OF THE MAJOR DISASTER OR HAVE BECOME THE BREADWINNER OR MAJOR SUPPORT BECAUSE THE HEAD OF HOUSEHOLD HAS DIED AS A DIRECT RESULT OF THE MAJOR DISASTER MAY ALSO BE ELIGIBLE FOR DUA BENEFITS. THE FOLLOWING CONDITIONS OF UNEMPLOYMENT MUST HAVE OCCURRED AS A DIRECT RESULT OF THE MAJOR DISASTER IN ORDER TO QUALIFY FOR DUA:

- YOU NO LONGER HAVE A JOB/WORK, OR YOU ARE UNABLE TO REACH YOUR PLACE OF EMPLOYMENT OR SELF-EMPLOYMENT, OR
- YOU WERE SCHEDULED TO BEGIN EMPLOYMENT IN A NEW JOB BUT THAT WORK IS NOW UNAVAILABLE OR YOU CANNOT REACH THE NEW JOB, OR
- YOU HAVE BECOME THE BREADWINNER OR MAJOR SUPPORT OF YOUR FAMILY BECAUSE THE HEAD OF HOUSEHOLD DIED IN THE DISASTER, OR
- YOU CANNOT WORK BECAUSE OF AN INJURY CAUSED BY THE DISASTER, OR
- YOUR WORK HOURS HAVE BEEN REDUCED AS A DIRECT RESULT OF THE MAJOR DISASTER.

### 4. HOW DO I APPLY FOR DUA BENEFITS?

YOU CAN APPLY FOR DUA ONLINE AT [HIREGUAM.COM](http://hireguam.com). IF YOU HAVE AN EXISTING HIREGUAM ACCOUNT, SIGN IN, SCROLL TO THE BOTTOM OF YOUR DASHBOARD, AND CLICK ON "START AN UNEMPLOYMENT CLAIM." IF YOU ARE A NEW USER, CLICK ON SIGN IN/REGISTER, THEN INDIVIDUAL REGISTRATION TO START THE REGISTRATION PROCESS. PROCEED TO THE QUESTIONNAIRE. MAKE SURE YOU UPLOAD YOUR DOCUMENTS AND FILE YOUR WEEKLY BENEFITS.

### 6. HOW DO I FILE MY WEEKLY CLAIM?

WEEKLY DUA CLAIMS MUST BE FILED TIMELY AND IN ACCORDANCE WITH THE INSTRUCTIONS AND FORMS PROVIDED TO YOU. DUA IS PAID ON A CALENDAR WEEK BASIS AND IS PAYABLE FOR ALL WEEKS OF UNEMPLOYMENT DURING A DISASTER ASSISTANCE PERIOD (MAY 28, 2023 TO NOVEMBER 25, 2023) AS LONG AS THE INDIVIDUAL'S UNEMPLOYMENT CONTINUES TO BE A DIRECT RESULT OF THE DISASTER. YOUR WEEKLY CLAIM FOR BENEFITS MUST BE FILED WITHIN THE 7-DAY PERIOD IMMEDIATELY FOLLOWING THE SATURDAY DATE OF THE WEEK YOU ARE CLAIMING. ALL WEEKLY CLAIMS FOR ASSISTANCE MUST BE FILED ON [HIREGUAM.COM](http://hireguam.com). ANY WEEKLY REQUEST FOR ASSISTANCE THAT IS FILED LATER THAN SEVEN CALENDAR DAYS FOLLOWING THE LAST DAY OF THE WEEK IS CONSIDERED TO BE UNTIMELY AND PAYMENT FOR THE WEEK MAY BE DENIED UNLESS JUSTIFIED BY GOOD CAUSE AS DEFINED IN HAWAII UI REGULATIONS.

### 5. WHAT DOCUMENTS AM I REQUIRED TO SUBMIT TO DETERMINE MY ELIGIBILITY?

INDIVIDUALS WHO FILE A CLAIM FOR DUA MUST SHOW PROOF THAT THEY WERE EMPLOYED OR SELF-EMPLOYED AT THE TIME OF THE MAJOR DISASTER. A VALID GOVERNMENT-ISSUED PICTURE IDENTIFICATION (DRIVER'S LICENSE, PASSPORT, PERMANENT RESIDENT CARD, ETC.). SOCIAL SECURITY CARD OR PICTURE IDENTIFICATION REFLECTING SOCIAL SECURITY NUMBER. PROOF OF CITIZENSHIP STATUS TO QUALIFY FOR DUA BENEFITS (NON-CITIZEN NATIONAL OR "GREEN CARD" HOLDERS, OR QUALIFIED ALIENS) PROOF OF EMPLOYMENT OR EARNINGS, SUCH AS:

- EMPLOYER'S VERIFICATION OF UNEMPLOYMENT/LETTER FROM EMPLOYER
- CHECK STUBS
- INCOME TAX RETURN
- BUSINESS LICENSE
- GROSS RECEIPTS TAX
- FINANCIAL STATEMENTS OR BANK RECORDS
- INVOICES OR RECEIPTS TO CUSTOMERS (FOR FARMERS, AGRICULTURAL WORKERS, OR SELF-EMPLOYED WORKERS)
- DOCUMENTATION SUBSTANTIATING LOSS OF BUSINESS
- OTHER PROOF OF EARNINGS



FOR MORE INFORMATION PLEASE VISIT  
[DOL.GUAM.GOV/DUA](http://DOL.GUAM.GOV/DUA)

