



## Unemployment and Social Security Benefits Guidance

The following guidance has been provided by Crossroads Diversified Services. For questions, contact Christa Reed at (530) 613-7837.

### **For individuals who DO NOT receive Social Security benefits**

The law states that you must apply for unemployment benefits before applying for Social Security benefits.

After applying for unemployment benefits, contact Social Security to request SSI until you start receiving unemployment benefits. Once you begin receiving unemployment assistance, you must contact Social Security to let them know they have begun receiving unemployment benefits.

\*For people who earn minimum wage, it may benefit you financially to apply for unemployment benefits before applying for Social Security or for a reinstatement of your full Social Security benefits.



### **Checklist ✓✓✓**

***When your job has ended or your employer has cut back work hours, apply immediately for Unemployment Insurance benefits.***

- The start date or effective date of an Unemployment Insurance claim is NOT based on when the job ended or when the employer cut back hours.
- Claims start on the Sunday of the week an Unemployment Insurance application is submitted.

***Gather information. Have the following items ready before applying.***

#### **→ Your Information:**

- ✓ Social Security Number
- ✓ Name (including prior names [e.g., married or maiden names]), mailing address, and telephone number
- ✓ Driver's license or ID card number
- ✓ Alien registration number and expiration date, if a non-citizen
- ✓ DD Form 214 if you served in the military in the last 18 months

#### **→ Last Employer Information:**

- ✓ The last employer is the business or company you last physically worked for or could still be working for part-time
- ✓ Name of company as it appears on your pay check stub or W-2 form (This could be a payroll agency or staffing agency)
- ✓ Complete mailing address including zip code and physical location
- ✓ Company's phone number and supervisor's name
- ✓ The reason for working reduced hours or no longer working with the employer

#### **→ Employment History (ALL employers in the last 18 months including the last employer):**

- ✓ Name of ALL employers as they appear on your pay check stub or W-2 form
- ✓ Period of employment (start date and end date)
- ✓ Wages earned and how you were paid (hourly, weekly, monthly)



[www.edd.ca.gov](http://www.edd.ca.gov)

**To file for unemployment benefits, you can apply by phone at the following numbers:**

*Representatives are available at Monday through Friday from 8 a.m. to 12 noon (Pacific time) except on state holidays.*

English 1-800-300-5616

Spanish 1-800-326-8937

Cantonese 1-800-547-3506

Mandarin 1-866-303-0706

Vietnamese 1-800-547-2058

TTY 1-800-815-9387

**To file online, visit:**

[https://www.edd.ca.gov/unemployment/Filing\\_a\\_Claim.htm](https://www.edd.ca.gov/unemployment/Filing_a_Claim.htm)

**You may also file by fax or mail (English and Spanish application forms attached).** For faster and secure processing, fax the completed application to the number listed on the form. If you mail your application, use the address on the form and allow additional time for processing.

**For individuals who DO receive Social Security benefits and are earning sub-minimum wages**

We recommend that you pursue reinstatement of your SSI benefits or receiving full SSI rather than applying for unemployment benefits.

This is to the individual's advantage because you will likely receive more SSI income than unemployment benefit income, as its unemployment benefits are based on a percentage of your sub minimum wage pay.

**The individual (with parent, caregiver help if needed) can call Social Security (800-772-1213) to advise them that you have been furloughed due to reduced or no work hours to protect against the spread of Coronavirus (COVID-19). This is a public health safety measure.** Individuals should ask for 30 days of SSI when you call. Please be prepared for a wait time when calling.