



Short Time Compensation Program for Employees

<http://www.floridajobs.org/office-directory/division-of-workforce-services/reemployment-assistance-programs/short-time-compensation-program-for-employers>

The Short Time Compensation program helps employers retain their workforce in times of temporary slowdown by encouraging work sharing as an alternative to layoff.

The program permits prorated reemployment assistance benefits to employees whose work hours and earnings are reduced as part of a Short Time Compensation plan to avoid total layoff of some employees.

The Short-Time Compensation program is a voluntary employer program designed to help employers maintain their staff by reducing the weekly working hours during temporary slowdowns instead of temporarily laying off employees. If your employer establishes a Short-Time Compensation Plan and you meet the qualifications to file a reemployment assistance claim in the state of Florida, you will receive a partial reemployment check to supplement your reduced paycheck.

Employer Requirements

As an employer, you must complete a Short-Time Compensation Plan application. A Short-Time Compensation Plan lasts for one year but can be renewed if your employees have returned to full-time work during the plan year.

- At least 10 percent (not less than 2) of your employees in your total staff or in a particular department must work reduced hours.
- Employers must name the employee participating in the program and must provide the Department of Economic Opportunity with the employee's normal weekly hours (excluding overtime).
- Employers must certify that they will reduce the employee's normal number of weekly work hours by at least 10 percent, but no more than 40 percent.
- The situation must be temporary rather than a temporary layoff.

Employee Requirements

- You must be a full-time employee, (not part-time or seasonal) with a standard number of hours worked each week (excluding overtime).
- You must meet all of the normal requirements to establish a Florida reemployment claim and you must provide the Department of Economic Opportunity with any necessary information or documentation.
- While on the Short-Time Compensation program you must work and/or receive paid leave for ALL of the hours that your employer has you scheduled to work in order to receive Short-Time Compensation Benefits for a week.
- Every two weeks you will be required to report your hours worked, plus any hours of paid leave from your Short-Time Compensation employer and if you have a part-time job, earnings from that part-time job.
- If you have concerns about the Short-Time Compensation program, please contact your employer.

HOW TO APPLY

To apply for the Short Time Compensation Program, please follow this link to the Employer Login page of **CONNECT** - <https://connect.myflorida.com/Employer/Core/Login.ASPX>

IMPORTANT - **If you DO NOT KNOW your USER ID & PASSCODE, ask your company Finance and/or Accounting Department, who submits electronically to the Department of Revenue your Reemployment tax amount, for your Reemployment Tax Number (RT Account #). If they can't give you that number, call the Department of Revenue 850-717-6628 with your FEIN and ask them for your RT Account Number. In that USER ID section put EP0 in front of your 7-digit RT Account. We were informed by DEO that this is a method if you don't know your USER ID which was set up originally and sent to you on the Department of Economic Opportunity (DEO) correspondence.**

Eligibility Requirements

The employer must describe a plan for giving notice, if feasible, to an employee whose workweek is to be reduced, together with an estimate of the number of layoffs that would have occurred absent the ability to participate in STC. If you are a client company trying to apply for a plan for leased employees, contact the leasing company. They will need to file a plan separately on behalf of their employees. Reduced hours must be used as a temporary solution to avoid a layoff. The employer must submit a Short Time Compensation plan application to the Short Time Compensation Coordinator, Reemployment Assistance Services. Individuals participating in an employer-sponsored training may also be eligible to participate in the short-time compensation program. Participating employees must be full-time (at least 32 hours per week prior to Short Time Compensation reduction), permanent employees (not seasonal) and the

employees must have a set number of hours (excluding overtime) that they work each week in order to participate.

Employees paid piece rate, on commission, or who are hired to do certain jobs regardless of the time required are not eligible for participation.

Short Time Compensation benefits are payable when normal hours of work are reduced from 10-40 percent. If normal work hours exceed 40, the percentage will be based on 40 hours.

Each week that Short Time Compensation benefits are claimed, at least 10 percent of the employees from the total staff or within a particular unit must be working reduced hours. (Two employees is the minimum for a staff or unit of less than 20 employees.)

Short Time Compensation Program Goals

Goals of the Short Time Compensation program are listed below.

Employees retained during a temporary slowdown can resume high production levels when business conditions improve and are spared the hardships of full unemployment.

Employers avoid the expense of recruiting, hiring, and training new workers when business conditions improve.

Employers who must permanently reduce their workforce can use the program as a transition to layoff. Affected employees may continue to work at reduced levels with an opportunity to find other employment before the expected layoff.

Program History

The Short Time Compensation program is a result of a 1983 Legislative amendment to the Reemployment Assistance Law and is provided for in [Section 443.1116, Florida Statutes](#).

(This information has been compiled directly from the Florida Department of Economic Opportunity (DEO web site)

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