



# WorkShare IL Program

Don't Retrain – **Retain!**





# What is WorkShare IL?

WorkShare IL is a voluntary program that provides employers facing a decline in business with an alternative to layoffs.

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# What is WorkShare IL?

WorkShare IL = A WIN-WIN!

Employers reduce the hours worked without temporary or permanent layoffs.

Employees keep their jobs while Unemployment Insurance (UI) Benefits help offset their reduction in hours.



# What are the Employer Benefits?



- ✓ Temporarily reduce payroll
- ✓ Keep trained staff
- ✓ Save on recruiting, hiring, and training costs
- ✓ Minimize UI cost increases
- ✓ Boost employee morale and reduce turnover

# What are the Employee Benefits?

- ✓ Keep their job
- ✓ Receive weekly UI Benefits to offset loss of hours
- ✓ Continue to receive job-related benefits





# How Does WorkShare IL Work?



Employers register and apply to create a WorkShare IL Plan for each applicable business unit.

1



Each WorkShare IL Plan specifies a reduction of hours between 20% and 60% and a time frame up to 12 months.

2



Employees paid weekly UI Benefits to make up a portion of reduced hours.

UI Benefits paid from employer's Unemployment Insurance.

3

# How do I get started?

## Employers:

- ✓ Register on the WorkShare IL e-Services Website:  
<https://workshare.ides.illinois.gov/employer/>
- ✓ Submit Plan applications for each business unit in need of a WorkShare IL Plan



## Employees:

Once employees receive a letter from IDES, they need to:

- ✓ File an Unemployment Claim on [IDES.illinois.gov](https://IDES.illinois.gov)
- ✓ Complete the Certification of Employment Hours on the [WorkShare IL e-Services](https://workshare.ides.illinois.gov) website



Employees will receive a letter from IDES after their employer's WorkShare IL Plan is approved.





# Additional Resources



Contact a Representative:  
Phone: 217-558-8150



For Questions Email Us at:  
[DES.WorkShare@Illinois.gov](mailto:DES.WorkShare@Illinois.gov)



WorkShare IL e-Services:  
<https://workshare.ides.illinois.gov/employer/>



**IDES WorkShare IL Webpage:**

[Bit.ly/WorkShareIL](https://bit.ly/WorkShareIL)







Thank You!