

# Income Maintenance Plan (IMP) Benefit APPLICATION

## When should a member apply for IMP Benefits?

Once you have been:

1. Denied EI by Service Canada as you do not have enough insurable hours to qualify **AND**
2. Exhausted all your SUB Credits,

You are eligible to receive Income Maintenance Plan Benefits (IMP).

## How will I know when my SUB Credits have been exhausted?

Your paystubs will show you how many SUB credits you have remaining so that you know when to begin to apply for IMP.

- You can view your paystubs thru DayForce thru **Life@Ford**.
- The DayForce app *will not* show this SUB credit information.
- If you are not able to locate this information, you can call Employee Relations at
- (905)845-2511 ext 3621, or email [OEVCHHELP@ford.com](mailto:OEVCHHELP@ford.com) for more information.

## Where do I apply for IMP Benefits?

The IMP application can be reached at the following site

<https://azureford.sharepoint.com/sites/oevccare>

This link takes you to the OAC Care home page. Enter the site by clicking the picture of the OAC complex. Next you will see a box labeled “**Income Maintenance Plan (IMP) Information**”

Click on this box. You will find instructions and at the bottom of the page a link to the application. **Click the link.**

## How to Complete IMP Application

Follow the instructions on the application and answer the questions according to your specific scenario.

### \*\*\* IMPORTANT NOTE \*\*\*

The IMP application process will take time to process. The company must receive your application then they are required to change your status from regular layoff to IMP. This is a coding protocol in their system. Once the code has been changed to IMP, your IMP application can be input for payment. This means that there will be a delay of payment for at least 2 weeks. We suggest you make IMP application when you have **2-3 SUB credits** remaining. ***Choose the week to start your IMP that coincides with the first week you would have no SUB payment.***

Below is an example how most of you will answer the **12 questions** in the IMP application .....

1. Enter your **First Name**
2. Enter your **Last Name**
3. Enter your **GID**
4. **Agree** to declare all wages or remuneration earned in any week while receiving IMP
5. **Agree** to notify Ford Motor Company of an employment status
6. **Agree** to authorize Ford Motor Company to examine Service Canada/EI records
7. **NO** – to earnings outside of Ford Motor Company. (Answer YES if you have other income and answer the follow up question)
8. **YES** – to exhausting your SUB credits. Saying **YES** will allow you to choose your IMP starting week.
9. Use the drop-down menu to **select the week** you wish to **begin IMP**
10. **Agree** that the information you provide is true
11. Enter your **EMAIL Address** to receive confirmation from **Labour Relations** that your application has been received.
12. Enter your **FIRST and LAST NAME**. This last step acts **as your signature** to the application.

Hit **SUBMIT**

If you have questions or concerns about your IMP application, please contact [OEVCHELP@ford.com](mailto:OEVCHELP@ford.com) with your name, global ID, and any questions.

The company LR reps will get back to you within 24-48 hours with an answer to your question.

**Paul Ivey**

UNIFOR Local 707

Benefit Representative

Phone# 905-845-2511 ext# 3360