



**STATE OF CONNECTICUT  
DEPARTMENT OF REVENUE SERVICES**

450 Columbus Blvd Ste 1  
Hartford CT 06103-1837

**TAXPAYER SERVICES  
SPECIAL BULLETIN**

**TSSB 2021-4**

*Original Issue Date: 05/24/2021*

*Last Updated: 06/04/2021*

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## **Frequently Asked Questions Concerning the Back to Work CT Program**

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### **1. What is the “Back to Work CT Program?”**

On Monday, May 17, 2021, Governor Ned Lamont announced the *Back to Work CT Program*. The goal of the program is to incentivize long-term unemployed people who live in Connecticut to return to the workforce. If eligible individuals meet certain criteria, they will receive a one-time, \$1,000 incentive payment from the State of Connecticut. Full details regarding the *Back to Work CT Program* are outlined in the Governor’s announcement of May 17, 2021.

[portal.ct.gov/Office-of-the-Governor/News/Press-Releases/2021/05-2021/Governor-Lamont-Announces-Back-to-Work-CT-Program](https://portal.ct.gov/Office-of-the-Governor/News/Press-Releases/2021/05-2021/Governor-Lamont-Announces-Back-to-Work-CT-Program)

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### **2. What is the authority for the “Back to Work CT Program?”**

The *Back to Work CT Program* was authorized by Governor Lamont. At the Governor’s direction, the Department of Revenue Services (DRS) will administer the *Back to Work CT Program* in coordination with the Connecticut Department of Labor.

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### **3. When does the “Back to Work CT Program” start?**

The program begins on May 30, 2021 and ends on December 31, 2021.

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### **4. What are the requirements to be eligible to earn the back to work incentive payment? (Answer updated on 05/25/2021)**

To be eligible, a person must:

- Have filed an unemployment compensation weekly claim with the State of Connecticut for the week May 23 - 29, 2021;
  - Have filed an unemployment compensation weekly claim with the State of Connecticut for eleven additional weeks between December 27, 2020 and May 22, 2021;
  - Obtain and maintain a full-time job for eight consecutive weeks between May 30, 2021 and December 31, 2021;
  - Not file an unemployment compensation weekly claim with the State of Connecticut for any portion of the required eight consecutive weeks of employment; **and**
  - File the application with DRS.
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### **5. How does a person claim the back to work incentive payment?**

To claim the \$1,000 back to work incentive payment, a person is required to complete **Form CT-BTW, Back to Work CT Program Application**. Form CT-BTW must be submitted electronically; no paper applications will be accepted.

**6. What is considered to be a “full-time job” for purposes of the “Back to Work CT Program?”** (*Question added on 06/04/2021*)

**Full-time job** means a job in which an employee is required to work at least thirty-five hours per week. A person who obtains multiple part-time jobs does not qualify for the program.

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**7. Does self-employment qualify as a full-time job for purposes of the “Back to Work CT Program?”** (*Question added on 06/04/2021*)

Yes, self-employment qualifies as a full-time job if the person works at least thirty-five hours per week at the job.

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**8. Is a person required to submit Form CT-BTW before starting a full-time job?** (*Question added on 06/04/2021*)

No, a person is not required to submit Form CT-BTW before starting a full-time job. However, DRS recommends that individuals submit Form CT-BTW as soon as possible to reserve their spot in the program.

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**9. Will supporting documentation need to be submitted to DRS when filing Form CT-BTW?** (*Answer updated on 06/04/2021*)

No supporting documentation is required to be submitted with Form CT-BTW.

After completion of the required eight consecutive weeks of employment, DRS may request that a person provide a paystub (or equivalent) to substantiate his or her employment.

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**10. Does a person need to be a Connecticut resident to qualify for the back to work incentive payment?**

Yes. In addition to meeting the requirements outlined in *Question 4*, a person must be a Connecticut resident for the 2021 taxable year in order to be eligible to earn an incentive payment.

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**11. Is a person eligible for the back to work incentive payment if the person received unemployment compensation from another state?**

No.

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**12. Is a person eligible for the back to work incentive payment if the job the person obtained under the “Back to Work CT Program” is in another state?**

Yes. However, the person must continue to be a Connecticut resident during the eight consecutive weeks that are required under the program.

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**13. Is eligibility for the “Back to Work CT Program” subject to income limits?**

No.

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**14. If a person is eligible for the incentive payment but has an outstanding tax debt to DRS, will that payment be subject to offset to satisfy the tax debt?**

No.

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**15. Can a person qualify for more than one back to work incentive payment?**

No.

**16. Can an individual and his or her spouse both earn and claim the back to work incentive payment?**

Yes, provided the individual and his or her spouse each meet the requirements outlined in *Question 4*, both the individual and his or her spouse can earn and claim an incentive payment.

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**17. How much funding is available for the “Back to Work CT Program?”**

Governor Lamont has allocated \$10 million for this program.

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**Effective Date:** Upon issuance.

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**Effect on Other Documents:** None.

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**For Further Information:** Visit the DRS website at [portal.ct.gov/DRS](http://portal.ct.gov/DRS).

Call DRS Monday through Friday, 8:30 a.m. to 4:30 p.m. at:

- **800-382-9463** (Connecticut calls outside the Greater Hartford calling area only); **or**
- **860-297-5962** (from anywhere).

TTY, TDD, and Text Telephone users **only** may transmit inquiries anytime by calling 860-297-4911. Taxpayers may also call 711 for relay services. A taxpayer must tell the 711 operator the number he or she wishes to call. The relay operator will dial it and then communicate using a TTY with the taxpayer.

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**E-Services Update**

A new modernized system, **myconneCT**, will replace the *TSC* (Taxpayer Service Center) as part of a multi-year, multi-phase project. Many tax types are already able to be filed using **myconneCT** and more will be added each year. Use **myconneCT** to file taxes, make payments, view filing history, and communicate with the agency simply and more efficiently on virtually any mobile device, including laptops, tablets, and smartphones, 24 hours a day, 7 days a week. For updated information on the progress of this project and the transition schedule for specific taxes, please visit the DRS website at [portal.ct.gov/DRS-myconneCT](http://portal.ct.gov/DRS-myconneCT).

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Miscellaneous  
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