

On January 1, 2018, Paid Family Leave launched in New York State. There are many resources available from the New York State Workers' Compensation Board and the Paid Family Leave website to help your business implement this important benefit.

In addition, New York State offers a wide range of no-cost resources to help you start, grow, and manage your business. Read on to learn more.

## PAID FAMILY LEAVE INFORMATION & ASSISTANCE

**Paid Family Leave Website:** Visit the Employer section of [ny.gov/PaidFamilyLeave](https://ny.gov/PaidFamilyLeave) to access:

- **Employers' Responsibilities:** Review the key steps employers need to take to implement Paid Family Leave.
- **Employer Toolkit:** View fact sheets and FAQs to help you understand Paid Family Leave and what it means for your business and your employees.
- **Paid Family Leave Forms:** Download the forms your employees need to request Paid Family Leave or waive coverage.
- **Model Language for Written Materials:** Access language on Paid Family Leave that you can customize and print to use for your handbooks and other written guidance for your employees.
- **Payroll Deduction Calculator:** Calculate employees' weekly payroll deductions with this easy-to-use tool found at [ny.gov/PFLcalculator](https://ny.gov/PFLcalculator).
- **Employee Notice of Paid Family Leave Payroll Deduction:** Download a customizable template to notify your employees about the payroll deduction and the amount they'll pay.

**Paid Family Leave Helpline:** Get answers to your questions or other assistance on Paid Family Leave by calling the toll-free Helpline at (844) 337-6303.

**Workers' Compensation Advocate for Business:** The Workers' Compensation Board has a dedicated Advocate for Business who can assist you with matters related to Paid Family Leave, Workers' Compensation and Disability insurance. To contact the Workers' Compensation Advocate for Business, Neil Gilberg, call 1 (800) 628-3331 or email [advocatebusiness@wcb.ny.gov](mailto:advocatebusiness@wcb.ny.gov).

## WORKFORCE PLANNING AND SUPPORT

The New York State Department of Labor (DOL) has a wide range of resources, **available at no cost to you**, to help your business succeed. For more information on these services visit [labor.ny.gov/businessservices/landing.shtm](https://labor.ny.gov/businessservices/landing.shtm).

- **Recruiting:** You can post your jobs with the New York State Job Bank for free at [labor.ny.gov/jobs](https://labor.ny.gov/jobs). Let us know the job description, skills and abilities desired and we will work to quickly find qualified and trained job applicants that match the positions you're looking to fill. We also offer a number of free Career Fairs/Custom Recruiting opportunities, where you can meet candidates face to face.

## WORKFORCE PLANNING AND SUPPORT (cont'd)

- **Training:** Get specialized business workshops or “how-to” sessions that meet the specific needs of your business. If you’re looking to upgrade the skills of your workers, DOL can refer certified training providers to you or provide in-house training. DOL can also help you conduct a skills gap analysis, in which job requirements are identified and compared with the knowledge, skills and abilities of an individual. Visit [labor.ny.gov/formsdocs/factsheets/pdfs/p469.pdf](https://labor.ny.gov/formsdocs/factsheets/pdfs/p469.pdf) for more information.
- **Turnover Analysis:** If turnover is an issue, learn why workers are leaving your business and get solutions to minimize the problem. Visit [labor.ny.gov/formsdocs/factsheets/pdfs/p469.pdf](https://labor.ny.gov/formsdocs/factsheets/pdfs/p469.pdf) for more information.
- **Free Business Counseling:** NYS Small Business Development Centers provide free business counseling and classes. Visit [nysbdc.org](https://nysbdc.org) for more information.

## RESOURCES FOR NEW OR GROWING BUSINESSES

Whether you are a startup or an expanding business, New York State programs and initiatives can provide valuable assistance:

- **New York Business Express:** Find programs that will help launch and grow your business, including financial incentives, by visiting [businessexpress.ny.gov](https://businessexpress.ny.gov).
- **Rapid Response Services:** Get fast help when you need it. The Department of Labor’s Rapid Response Teams can be quickly deployed to businesses with urgent needs and workers affected by cutbacks or layoffs. Visit [labor.ny.gov/rapidresponse](https://labor.ny.gov/rapidresponse) to learn more.
- **New York State Directory of Small Business Programs:** Access resources for planning, operations, and growth at [esd.ny.gov/sites/default/files/SmallBizDirectory.pdf](https://esd.ny.gov/sites/default/files/SmallBizDirectory.pdf).
- **Lending Programs and Financial Resources for Businesses:** Check out a range of financial resources to help your business meet its financing needs at [esd.ny.gov/doing-business-ny/small-business-hub](https://esd.ny.gov/doing-business-ny/small-business-hub).
- **START-UP NY Program:** Learn how new and expanding businesses can operate tax free for 10 years on or near college campuses in New York State at [esd.ny.gov/startup-ny-program](https://esd.ny.gov/startup-ny-program).

## TAX CREDITS

There are several federal and state tax credits available that can offer substantial savings to your business. Visit [esd.ny.gov/doing-business-ny/tax-based-incentives](https://esd.ny.gov/doing-business-ny/tax-based-incentives) for information on:

- **Work Opportunity Tax Credit:** A federal tax credit that offers savings for hiring individuals from targeted groups like veterans and youths.
- **Workers with Disabilities Tax Credit:** A New York State tax credit that offers savings for hiring individuals with disabilities.
- **Excelsior Jobs Program:** A program that gives you tax credits for creating jobs in targeted industries such as biotechnology, green technology, financial services, agriculture and manufacturing, etc.

For more information:  
[ny.gov/PaidFamilyLeave](https://ny.gov/PaidFamilyLeave)  
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