

HOUSEHOLD SUPPORT FUND LOCAL ELIGIBILITY FRAMEWORK

EAST SUSSEX DISTRICT AND BOROUGH COUNCILS

Introduction

The Household Support Fund is being funded by the Department for Work and Pension, and administered by Hastings Borough Council. It is aimed at households who need it the most.

The criteria for applying for the Hastings Borough Council scheme is set out below. If you are eligible you can complete the form at the bottom of the page. Please remember to add all the required information so your application can be dealt with as quickly as possible.

Eligibility criteria

- Applicants must be over the age of 18
- Resident in East Sussex (and resident in the Local Authority they are applying to)
- Receiving a means tested benefit –
 - Universal Credit
 - Housing Benefit
 - Pension Credit
 - Council Tax Reduction
 - Working Tax Credit
 - Child Tax Credit
 - Income Support
 - Income Based Job-Seeker's Allowance
 - Income-related Employment and Support Allowance

Scheme criteria

1. Energy and Water costs – Support will be provided for the following

- Utility bills for gas (mains or LPG), oil, or electricity
- Water and/or sewerage bills
- Pay the value of the bill up to maximum cap of £250 for all utilities.
- Evidence required: Utility bill or evidence from key meter showing debit / arrears on the account dated within the last 30 days.
- Applicants can apply for utilities up to the cap of £250 per household until 31 March 2022.

2. Food – Support with the costs of food will be provided in vouchers which can be spent in all the main supermarkets. Vouchers will be administered via [Huggg](#)

The following weekly allowances for food vouchers will be given:

Child	£15 per week each
Adult	£25 per week each

- Vouchers will be paid for a four-week period.
- Only one application per household until 31 March 2022.

Multiple applications

Applicants can apply for both food scheme and the utilities scheme up to the limit of each individual scheme.

- Only one application for food per household until 31 March 2022.
- Multiple applications for Utilities allowed, but a maximum award of £250 per household.

If an applicant moves to another authority area, they can claim again subject to eligibility.

Housing costs in exceptional circumstances

Websites will be updated to direct those who identify themselves at risk of losing their home to contact Housing Options (referral link provided on webpage)

Complaints and appeals

There is no right of appeal under this scheme. All decisions are final. Any complaints should be directed to [Our Customer Promise | East Sussex County Council](#)

Ascendant Form should contain:

Name, DOB, National insurance number, address, telephone, email address, names of other occupants over 18 in household, number of adults and number of children in household

Which scheme are you applying to?

1. Energy and water costs
2. Food

Are you at risk of losing your home? Yes / No.

This will need to be highlighted on each authority website prior to application.

Basic evidence required for all applicants – to be uploaded

- Proof of residency (Council tax bill, tenancy or licence agreement e.g those in B&B)
- Bank statements (the last)
- Proof of benefit (see list of passport benefits)
- Evidence for each scheme applied for

Declaration – I will spend the money on the item applied for, I will upload evidence that I have paid the bill etc....

The applicant should be the person named on the utility bill and bank account with address confirmation to enable a payment to be made.

Consent statement/privacy notice with tick box advising they agree to how their data is used.