



HOUSEHOLD FUEL AND POWER ALLOWANCE – GUIDANCE NOTES

What is the Household Fuel and Power Allowance?

In response to unprecedented global events driving recent and expected inflation, FIG has introduced a range of measures to address the impact of increases in the cost of living. The Household Fuel and Power Allowance (HFPA) is one of the measures that FIG has introduced to help support eligible households with the rising costs of fuel and electricity.

The HFPA will be available for 6 months, from 1 December 2022 to 31 May 2023. Up to £140 per month is available to eligible households, for each of the 6 months that the temporary allowance is running.

What is an eligible household?

A household includes the applicant, a spouse or partner living at the same address, and their children aged 16 years or over who are living at the same address and who are not in full time education.

To be eligible to apply for the allowance, you must be aged 16 or over and ordinarily resident in the Islands. All eligible households in Stanley and Camp can apply.

Households with a total annual household income of up to £43,200 are entitled to the full allowance of £140 per month. A partial allowance will be payable to households with a total annual income within a few hundred pounds of this threshold.

Why is there an income threshold?

Lower and middle income households are most affected by rising fuel and electricity prices, as a larger proportion of their income is spent on power and fuel for cooking and heating their home. Setting a household income threshold to qualify for the allowance means that FIG can target this assistance at the households that need it most.

When can I apply?

You can apply for the allowance at any time over the 6 months it is running, but please note you will only receive your entitlements for the months following the date your application has been received.

For example: if you apply for the allowance in December and are eligible, your entitlements will be calculated for the months of January to May.

To ensure you receive your entitlement for the full 6 months, you must submit your completed application before 30th November 2022.

You only need to apply once for the allowance, and you will receive the payment you are entitled to in a single payment each month that the allowance is active.



How do I apply?

To apply for the HFGPA, please send a completed “*Household Fuel and Power Allowance Application Form*” to the scheme administrator in person, by post to the Social Services Department, 20 Scoresby Close, Stanley, or by email to IncomeSupport.social@kemh.gov.fk

Application forms are available from the Social Services Department, Stanley Post Office, and KEMH reception. You can also download a copy of the form from the Social Services website, or you can ask for one to be posted or emailed to you.

What information do I need to provide in my application?

You need to list all of the people living in your household, and provide the total taxable monthly income from all sources for you, your spouse or partner living at the same address and your children aged 16 or over who are not in full-time education.

You will also need to provide information if you or anyone in your household receives any relevant benefits in kind from an employer, including your accommodation and any heating or electricity provided.

In addition, all people living in your household whose income is counted in your application must sign the declaration at the end of the application form.

FIG may conduct an audit of the HFGPA scheme in the future – it is recommended that you retain evidence of any household income you refer to within your application e.g. bank statements and/or payslips.

What income is counted towards my total household income?

You must include your total taxable household income from all sources, this means income before any deductions are made (e.g. tax, pension contributions, rent, loans or service charge payments taken at source). Relevant taxable income includes:

- Employment income
- Self-employment income
- Local and overseas pensions, including state, occupational and private pensions
- Unearned income including rent payments from letting property, income from shares or other investments
- Income from lodgers, extended family members or other adults in the household towards rent or household bills
- Child maintenance payments received from separated partners
- Income from some benefits or other FIG payments, including Income Support, Employment Programme, Enablement and SHIELD Programmes (excluding SHIELD profit-share payments), any other FIG employment subsidy schemes.



What income is not counted towards my total household income?

Some types of income will not be counted for the purposes of determining your HFPA entitlement, including:

- Income of separated partners within/outside the home
- Income of partners absent for more than 6 months
- A one-off gift of money of less than £500, or a series of gifts of money totalling less than £500, in a 12 month period
- Certain benefit payments, including:
 - Family Allowance
 - Attendance Allowance
 - Pension Contribution Credits
 - Per diems issued by KEMH for medical travel
 - Fostering Allowance
 - Special Guardianship/Adoption Allowance
 - Travel Credits
 - Christmas bonuses for pensioners

What if I'm self-employed, or someone in my household is self-employed?

If you or someone in your household is self-employed, your contribution to your total household income will be based on your taxable net profit from the previous assessed tax year.

How will the allowance be treated for tax purposes?

The Household Fuel and Power Allowance is a taxable benefit which means it will be counted as income and subject to tax in the normal way, depending on your individual circumstances.

The allowance is made up of two components – a base allowance which will insulate households against an increase in the average cost of electricity and fuel of up to 60% (compared to October 2021), and a 'top-up' element designed to off-set a significant portion of the tax payable on the allowance for recipients who earn more than £15,000 per year.

If you have concerns about the tax impact of the allowance, please speak to the scheme administrator to see what options are available to you.

Queries and more information

If you need more information or are not sure if you are eligible for the allowance, please get in touch with the Scheme Administrator by telephone on 27296 or by email at IncomeSupport.social@kemh.gov.fk

Speaking to the Scheme Administrator will help you understand what's involved, and what you may be entitled to under this allowance or any other financial assistance that you may be eligible for.

If you think you will need help to complete your application form, the Scheme Administrator can complete your application with you. This can be done in the Income Support office, at your home, at KEMH or over the phone.



HOUSEHOLD FUEL AND POWER ALLOWANCE APPLICATION FORM

Applicant details

Your name:

Your date of birth:

Your address:

Your phone number(s):

 (Mobile) (Landline)

Your email address:

Your status in the Islands:

(We ask this question to determine whether applicants are considered ordinarily resident in the Islands)

Falkland Islander/Status Holder or PRP holder

Work Permit holder

Other, please specify:

People living in your household

Please list all of the people who usually live in your household.

Name

Person 1:

Person 2:

Person 3:

Person 4:

Person 5:

Person 6:

Person 7:

Person 8:



Your household income

Please provide the total figure for your household's total taxable monthly income below. You must include your income, your spouse or partner's income, and the income of all people aged 16 or over, who are not in full-time education.

For guidance on what income does and doesn't count, please refer to the Guidance Notes or contact the scheme administrator for advice.

Total taxable monthly household income:

If you or anyone in your household receive any benefits in kind from an employer, including accommodation and board, please provide details below:

	Tick if yes	Number of rooms
Accommodation – whole dwelling, furnished:	<input type="checkbox"/>	<input type="text"/>
Accommodation – whole dwelling, not furnished:	<input type="checkbox"/>	<input type="text"/>
Accommodation only:	<input type="checkbox"/>	
Board only:	<input type="checkbox"/>	
Heating and/or electricity only:	<input type="checkbox"/>	
Full board and accommodation:	<input type="checkbox"/>	

If you or anyone in your household receives any payments towards rent or household bills from lodgers, extended family members or other adults in the house, please provide the amounts received per month below:

Rent:	<input type="text"/>
Bills:	<input type="text"/>
Other:	<input type="text"/>

If you or your spouse/partner receive child maintenance payments from a separated partner, please provide the amount(s) received per month:

How We Pay You

Your bank account details:

Name of the account holder:

Account number:



Household Declaration

- I, the applicant, have the right to live and work in the Falkland Islands, and I am currently resident in the Islands and will continue to be ordinarily resident in the Islands throughout the period of my claim for the Household Fuel and Power Allowance.
- Notwithstanding the provisions of the Taxes Ordinance 1997 (as amended) or any other relevant legal, regulatory or other requirements or policies, I/we the undersigned hereby consent to the disclosure of details of my/our wages, salary or other employment benefits and tax position within FIG as necessary to verify the information provided in respect of my/our household's eligibility for and/or ongoing entitlement to the Household Fuel and Power Allowance.
- I/We understand that information related to my/our Household Fuel and Power Allowance application, and any payments made, may be collected, used and disclosed within Social Services Department and other relevant FIG Departments, or in an anonymised format to other FIG Departments for the purposes of statistical analysis.
- Any payments I/we receive from FIG under the Household Fuel and Power Allowance will be in the nature of remuneration, will be taxable income and will be subject to income or other tax in accordance with the terms of the Taxes Ordinance (as amended) and any other relevant tax legislation, and to other deductions (such as pension contributions) in the normal way, depending on my/our individual circumstances.
- I/We understand that I/we must inform the scheme administrator about any changes to my situation, or the situation of members of my household linked to this application, which may affect my/our entitlement to payments under the scheme.
- Any breach by me/the undersigned of the requirements of the scheme or any of the above undertakings, or the provision by me/the undersigned of any false or misleading information in, or in connection with, this application will entitle FIG to reclaim and recover any payments made under the Household Fuel and Power Allowance (in whole or part).
- I/We, the undersigned, declare that all information contained in this application, or otherwise provided in connection with the application, is true, accurate, up-to-date and complete, and I/we am/are not aware of any matter which has not been disclosed to the scheme administrator which might have reasonably influenced their decision whether to provide a payment under the Household Fuel and Power Allowance.

Applicant name: _____

Applicant's signature: _____

Date: _____

Names and signatures of all household member's whose income is included in the application:

Name:

Signature:

Date:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____