

Name and Address here

Service Delivery

my ref: HSF3

your ref:

date: XX November 2022

Dear

Household Support Fund 3

I am writing to you as you have been identified as someone, whose household may qualify for additional help with the cost of energy, water or food from the Government's Household Support Fund.

The authority has been given funds to help residents on low incomes but who do not qualify for the £650 Government cost-of-living payments. The award is a one-off payment of £250 per eligible household, which is paid into your bank account, the scheme runs until 31/03/2023 however may close early if the funding is exhausted.

In order to qualify for the HSF3 payment, you must be in receipt of Housing Benefit or Council Tax Reduction but not in receipt of a means tested benefit that qualifies you for the Government payments. These benefits are Pension Credit, Universal Credit, Tax Credits, Income Support, income-based Job-seeker's Allowance or income-related Employment and Support Allowance.

The best and fastest way to apply is to do so online at the authority's household support fund webpage, either by visiting the main council website and searching for household support grant or by typing this address into your web address bar. www.lewes-eastbourne.gov.uk/HSF

Applying online will allow you to track your application and you will receive notification once your application has been processed.

If you do not have access to online services and do not have someone who can help you apply, there is a dedicated phone line where an officer will be able to make the online application on your behalf.

It is likely that demand for the telephone service will be high, so there may be times when you are not able to get through. Unfortunately, we will not be able to issue you with notifications using this service so recommend using the online application.

Lewes District Council

Southover House
Southover Road
Lewes
East Sussex
BN7 1AB

Eastbourne Borough Council

1 Grove Road
Eastbourne
East Sussex
BN21 4TW

As part of the telephone application, you will need to supply your National Insurance Number (NINO), your bank account number and sort code, without these details your application cannot be progressed.

Please call **01323 415047**, where we have someone available to assist you.

The authority has advice and help available with the Cost-of-Living Crisis, this can be found at <https://www.lewes-eastbourne.gov.uk/community/cost-of-living-crisis/help-with-the-rising-costs-of-living-including-home-energy/>

East Sussex County Council offer advice with the cost-or-living, details can be found at <https://www.eastsussex.gov.uk/community/support-with-the-cost-of-living>

Yours faithfully

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