Department for Work & Pensions

How to claim Sure Start Maternity Grant

Easy Read

Our reference: SSMG2ER 08/23

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Introduction



A **Sure Start Maternity Grant** is help you can get from the Department for Work and Pensions.



The help is money known as a grant.

You would not have to pay the money back.



If you can get a grant, it will be a **one-off payment**.



This money is to help with the costs of having a child.



You cannot get a Sure Start Maternity Grant if you live in Scotland.

If you live in Scotland there are other grants available.

Go to <u>www.mygov.scot/best-start-</u> <u>grant-best-start-foods</u>



This information will tell you when and how to claim a Sure Start Maternity Grant.

For more Easy Read information about a Sure Start Maternity Grant, go to <u>www.gov.uk</u>

Search for Easy Read Sure Start Maternity Grant.



When to claim



When you claim for a Sure Start Maternity Grant depends on your circumstances.



If you are pregnant, you can claim for the grant **11 weeks before your baby is due**.



You must make your claim **before** your baby is 6 months old.



You must apply for a grant within 6 months of adopting a child or obtaining a qualifying order.



This means you must claim within the first 6 months of the child being in your care.



You need to apply for a grant before your child turns 1.



How to claim





You can get the form by going online.

Go to:

www.gov.uk/government/publications/ sure-start-maternity-grant-claim-form



You can either fill in the form on your computer, tablet or mobile phone then print if off.



Or you can print a blank form off and fill it in with a pen.



You **must** get a **health professional** to confirm your pregnancy or birth with either a:

- MATB1 form
- Letter containing the same information.



A **health professional** could be your:

- doctor
- midwife
- health visitor.

| Department for Work & Pensions | |
|--------------------------------------|--|
| SF100 form | |

You can send your form without confirming this information if needed.



If you do this, we will contact you about confirming this information with us later.



Please remember to sign and date your claim form using a pen.



Send your completed form to: Freepost DWP SSMG

You do not need a postcode or a stamp.



If you are deaf and use British Sign Language you may be able to use the video relay service.

Large print



Tell us if you need a form in a format such as braille, large print or audio CD.



To do this please contact the Sure Start Maternity Grant helpline on **0800 169 0140**.



If you cannot speak or hear on the phone, you can use Relay UK: **18001** then **0800 169 0140**

For more information about how to claim a Sure Start Maternity Grant, go to <u>www.gov.uk/sure-start-maternity-grant/how-to-claim</u>





The letter will tell you if you can or cannot get a grant.



If you get Universal Credit, you will get a decision on your grant after your next benefit payment.



If you do not agree with our decision



If you do not agree with our decision, you can ask us to look at it again.



When we look at the decision again, we call this a **Mandatory Reconsideration**.

A 'Mandatory Reconsideration' means we will look at:

- The information you originally gave us
- Any new information you provide
- If there have been any changes in your circumstances.

We use this information to see whether we can change our decision.

1 month

You usually need to ask us to look at your claim again within **1 month** of the date on your decision letter.



If you would like to talk to us about our decision, please call the Sure Start Maternity Grant helpline on **0800 169 0140**.



You can write a letter telling us why you do not agree with our decision.

Please send your letter to the address on your decision letter.



If you do not have your decision letter, contact the Sure Start Maternity Grant helpline on **0800 169 0140**.



To get the form and learn more about a **Mandatory Reconsideration**, go to <u>www.gov.uk</u>

Search for **Challenge a decision made by the Department for Work and Pensions (DWP)**.

For more information about Sure Start Maternity Grant, go to <u>www.gov.uk/sure-start-maternity-grant</u>