



Department
for Work &
Pensions

Funeral Expenses Payment for a child

We have many ways we can communicate with you.

If you would like braille, British Sign Language, email, a hearing loop, translations, large print, audio or something else please call us on **0800 151 2012** or textphone **0800 731 0464** and tell us which you need.

If you live in Wales and want this form in Welsh, please call us on **0800 731 0453**.

Calls to 0800 numbers are free from landlines and mobiles.

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Treating people fairly

We are committed to the Equality Act 2010 and treating people fairly. To find out more about this law, search 'Equality' on www.gov.uk

Before you fill in the claim form, please take a few minutes to read these notes. They contain important information and help explain some of the questions we ask you and why we ask them.

If you live in Scotland you may be able to claim Funeral Support Payment. Go to www.mygov.scot for more information.

The information in these notes is only a general guide to claiming a Funeral Expenses Payment. It is possible that some of the information is oversimplified or may have changed over time, for example because of changes to the law.

Can I get help?

These notes are about Funeral Expenses for a child.

By child we mean someone under 16, or someone aged 16 to 19 where they are in:

- full-time education
- non-advanced education, or
- training.

For all other circumstances please use the form Funeral Expenses Payment for an adult.

You can get help towards the cost of a funeral if you meet the following conditions.

You or your partner are getting one of the following qualifying benefits and live in England or Wales:

- Universal Credit
- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- Pension Credit
- Housing Benefit
- the disability or severe disability element of Working Tax Credit
- Child Tax Credit
- Support for Mortgage Interest loan.

You can also apply if you or your partner are waiting to hear about a claim for one of these benefits or payments.

We use partner to mean:

- a person you live with who is your husband, wife or civil partner, or
- a person you live with as if you are a married couple.

You or your partner arranged the funeral in the United Kingdom (UK), and the child who died had their main home in the UK when they died. By United Kingdom (UK) we mean England, Scotland, Wales and Northern Ireland.

You or your partner arranged the funeral and you have claimed within 6 months of the date of the funeral.

You were responsible for the child who has died and there is no non-resident parent.

In the case of a still-born child, born at 24 weeks or later, you were the parent, or the partner of the parent.

You may also be able to get help towards the cost of a funeral:

- if you or your partner arranged the funeral in the European Economic Area or Switzerland, or
- where there is a non-resident parent.

The European Economic Area countries are Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain and Sweden.

If either of these apply you will need to tell us more information to help us decide if we can help you.

Who can claim?

You can claim a Funeral Expenses Payment if:

- you live in England or Wales
- you were the parent, or partner of the parent of the child who died
- you were a close relative or close friend of the family of the child who died and it is reasonable for you to accept responsibility for the funeral costs.

If there is another close relative of the child who has died who is not getting a qualifying benefit, we may need to consider their situation.

You cannot get a payment as a close relative or close friend of the family of the child who has died if:

- there is a parent, or partner of the parent of the child who has died who is not getting a qualifying benefit, and
- whose relationship with the child who has died had not broken down.

Unless that person is, at the date of death:

- under 18
- a qualifying young person for the purpose of child benefit
- aged 18 or over and in full-time education
- receiving asylum support from the National Asylum Support Service (NASS)
- a fully maintained member of a religious order
- in prison or hospital immediately following a period where a qualifying benefit was awarded to that person or their partner
- is a person resident in a care establishment, whose expenses are met in whole or part by the Local Authority or Local Government
- usually living outside the United Kingdom.

The help you can get

Most people use a funeral director to arrange a funeral. But you can arrange the funeral yourself. If you arrange the funeral yourself, you will need to provide evidence of the money you have spent.

If you use a funeral director, please tell them that you will be claiming a Funeral Expenses Payment.

A Funeral Expenses Payment can usually only meet certain costs and you will be responsible for any difference between the amount of the Funeral Expenses Payment and the final cost of the funeral. For example, if there is a choice of burial grounds or crematorium in the local area, Social Fund rules usually only allow us to pay for the least expensive option. If you pick a more expensive funeral we may not be able to meet the full cost and you may be responsible for the difference.

The Funeral Expenses Payment may cover:

- the cost of reopening a grave and burial costs, or
- the cost of opening a new grave and burial costs, including any exclusive right of burial fee – this includes a reclaimed grave. (An exclusive right to burial is for a specified number of years. This period is decided by the local authority or the owner of the land where the burial takes place), or
- in the case of a cremation:
 - the cost of the cremation
 - the cost of removing a pacemaker or other medical device which must be removed before the cremation
- obtaining any medical reference, report or other documentation required in connection with the disposal of the body of the deceased whether it be by burial, cremation or otherwise
- the cost of any documents needed to release the money, savings and property of the person who has died
- when it is necessary to move the body over 50 miles within the UK to the funeral director's premises or place of rest, the reasonable cost of that part of the journey which is over 50 miles
- when the journey to the funeral is necessarily over 50 miles, the cost of transporting the coffin, bearers and one additional vehicle for that part of the journey which is over 50 miles
- subject to certain restrictions, the necessary cost of a return journey for you to either:
 - arrange the funeral, or
 - go to the funeral
- up to £1,000 for any other funeral expenses. This amount includes all other costs in connection with the funeral. This might include the coffin, cars and the funeral director's fees.

If you have used a funeral director and have paid for something that is not covered in the funeral director's bill, such as flowers, we may be able to pay for this. We can only pay for this if the funeral director's charges for the funeral are less than £1,000.

Prepaid funeral plans

We need to know if the person who has died had:

- a prepaid funeral plan. A prepaid funeral plan is any arrangement made before death to cover some or all of the costs of a funeral
- a funeral bond
- any other prepaid arrangement like these.

We cannot help with any items and services listed above which are already fully covered by a prepaid plan. But we may be able to pay for:

- the cost of any items listed above that are not covered by the plan
- the part-cost of any items listed above that are only partly covered by the plan
- up to £120 for any other funeral expenses.

So that we can make a decision about your claim, we need to know what the plan provides. Please send us:

- a copy of the original plan
- any documents you have received from the plan provider showing the items and services that the plan provides for this funeral.

If a prepaid funeral plan was not paid in full before the person died, we will need to know how much has been repaid or will be repaid by the plan provider. Please send us:

- a copy of the original plan
- any documents you have received from the plan provider showing the amount to be repaid.

About any money you may be able to use for the funeral

When we work out how much help you can get we will also look at any money that is available to help to pay for the funeral. We will take this money into account when we work out how much we can pay you.

This includes, for example:

- money from the estate of the person who has died
- money in a bank, building society or Post Office® account of the person who has died. You may be able to ask the bank or building society to pay the funeral bill if there is enough money in the account
- money from insurance policies after the person has died
- money from an occupational pension scheme after the person has died
- money from a burial club or something like this
- any savings or cash of the person who has died.

We will not take into account any arrears of benefit or any lump-sum Bereavement Payment. We will also not take into account any contributions from charities, friends or relatives towards the cost of the funeral. This is in recognition that the total cost of a funeral may be greater than the value of the Funeral Expenses Payment.

About any money you have already paid to the funeral director

You need to tell us if you have paid part of the funeral director's bill. Tell us how much you have paid, who paid, where the money came from and when it was paid.

How we will pay you

If we can pay you a Funeral Expenses Payment, and you have used a funeral director but their bill has not been paid, we will usually pay directly into the funeral director's bank account.

Send us the funeral director's method of payment form if you have been given one.

If the funeral director's bill has already been paid in full, or you have not used a funeral director, we will pay you, normally directly into an account.

Many banks and building societies will let you collect your money at the post office. We will tell you when your payment will be made and how much it will be for.

You can check your payments on account statements. The statements may show your National Insurance (NI) number next to any payments we have made.

If you think your payment is wrong, tell the office that pays you straight away.

If we pay you too much money

If we pay you too much money we have the right to take back any money we pay that you are not entitled to. This may be because of the way the payment system works.

For example, you may give us some information which means you are entitled to less money. Sometimes we may not be able to change the amount we have already paid you. This means we will have paid you money that you are not entitled to.

We will contact you before we take back any money.

Paying back a Funeral Expenses Payment

A Funeral Expenses Payment will have to be paid back from the estate of the person who has died, if this is possible. The law says that funeral expenses must be paid before anything else is paid from the estate, even if that means that other bills cannot be paid and have to be written off.

By estate we mean:

- any assets such as property, land, stocks and shares, savings and any other money or cash belonging to, or owed to, the person who has died
- any money that comes into the estate after the person dies.

We will write to you or to the person who is looking after the financial affairs of the person who has died. We will ask if the person who has died left any estate from which the Funeral Expenses Payment can be repaid.

This is because money is not always available to pay for the funeral, but may become available later. For example, money may be released later or you may find an insurance policy you did not know about.

If the person who has died had a partner, we do not count the home occupied by the partner or personal possessions left to relatives.

Help and advice

If you want to talk to someone about Funeral Expenses Payments get in touch with Jobcentre Plus. You can talk to someone at your nearest jobcentre, or at home if you would prefer it.

To find out more, you can visit www.gov.uk/browse/benefits

To find your nearest Jobcentre Plus office please visit www.gov.uk/contact-jobcentre-plus and then select 'local office search'.

You can also get more information from www.gov.uk

If you live in Scotland you may be able to claim Funeral Support Payment. Go to www.mygov.scot for more information.

Keep these notes in a safe place. They do not need to be returned with the form.