Ministry of Defence

LGBT Financial Recognition Scheme

Scheme Rules



4 November 2026

Version 8

LGBT FINANCIAL RECOGNITION SCHEME

SCHEME RULES

Contents	Page
PART 1	
Background	4
Objectives of the LGBT FR Scheme	6
Definitions	6
HM Revenue and Customs (HMRC) Income Tax Exemption	7
Department for Work and Pensions (DWP) Benefits Exemptions	7
PART 2	
Eligibility	8
Eligible Individuals	8
Types of FR	8
LGBT DD Payment - Eligibility	8
LGBT Impact Payment - Eligibility	9
Ineligible Applicants	9
Underspend	10
PART 3	
The Application	11
Application window	11
Application Process	11
Applicants who lack mental or physical capacity	11
Prioritisation of some Applications	
Applicants from terminally ill applicants	11
Applicants who die after an application has been submitted but before payment is made	12
Methods to submit an application	12
Guidance for completing an application	13
Supporting Information or documentation	13
Supporting medical evidence	14
New or changed information	14
PART 4	
Processing an Application	15
LGBT DD Payment and LGBT Impact Payment Applications	15
Accepting a LGBT DD Payment	15
Accepting a LGBT Impact Payment	15
The Independent Panel (IP) – LGBT Impact Payment	17
Outcome Letters of Determination from the IP	16
Suspension Rules	16
Payment of a LGBT FR Payment	17
PART 5	
Appeal process	19

Withdrawal of an Appeal Request	21
PART 6	
Governance and Additional Scheme Rules	23
Governance Process	23
Prior Claims Against the Ministry of Defence (MOD)	23
Criminality	24
Grounds for Reducing or Declining to make an LGBT FR Scheme payment	24
Postage Costs	24
Withdrawal of an application	24
Fraud and Recording a decision to reduce or decline to make a FR	25
Repayment of a FR payment	25
Data policy	25

Annexes

Annex A – Generic Application Form and Notes.

Annex B – Financial Recognition – Payment Types and Tariff Table.

Annex C – Sexual Assault Mapping Table.

Annex D – Generic Appeal Request form.

MOD reserves the right to update these Scheme Rules if it is found that there is an unintended material error within the rules which disadvantages applicants or prevents the Scheme from being delivered fairly, equitably, effectively and/or efficiently.

Amendments from the previous version are in red text.

Document control - Version History

Version	Date	Title	Summary of change
1.0	13 Jan 2025	LGBT Financial Recognition Scheme - Scheme Rules	
2.0	6 Jan 2025	Para 17.	Update to paragraph Income-related Social Security Benefits Exemptions.
		Page 13. Footnote 19.	Inclusion of a new footnote.
		Annex A. Page 33. Evidence of Name Change.	Amendment to evidence requirement list.
3.0	14 Mar 25	Para 16. Replacement paragraph wording.	Replacement paragraph.
		Para 17. Replacement paragraph wording and inclusion of Footnote 12.	Replacement paragraph and inclusion of a new footnote.
		Para 23 and 25.	Amendment to wording.
		Para 26 and 27.	Replacement paragraphs

		Para 83.	Amendment to sentence.
		Para 117. Data.	Additional last sentence.
		Annex C – additional sentence at start of Annex.	Signposting to charities and veterans welfare services.
4.0	9 May 2025	Amendment to paragraph 18.	Processing order of applications.
	27 May 2025	New paragraph 39.	Additional prioritisation categories.
	27 May 2025	New paragraphs 46 to 47.	Other types of prioritised applications.
	27 May 2025	Amendment to Annex B: Additional paragraph.	
5.0	11 Nov 2025	Amendment to Para 17. Footnote 13.	New footnote.
		Amendment to Para 47.	Small wording amendment.
		New Para 48. New Footnote 21.	Timeframe of evidence for severe financial hardship cases.
		Amendment to Para 52. New Footnote 25.	File types acceptable on the FRS App.
		New Paras 55 to 57.	New section: Additional Applications.
		Suspension Rules. Amendments to Para 75 and sub paras. New Footnote 26.	Clarification.
		Amendments to Paras 84 to 87.	Maximum number of Appeal Requests which can be submitted. Timelines for Appeal Request changes.
		Amendment Para 96.	Update.
		Amendment to Para 100.	Clarification.
6.0	7 April 2026	Para 10	Typo.
		Para 22.	Amendment for clarification.
		Para 23.	Amendment for clarification.
		Para 27. Footnote 15.	Amendment for clarification. Amendment for clarification.
		Para 63. a.	Amendment for clarification.
		Para 75.c.	Grammatical error.

		Paras 75. f. and g..	New paras for clarification of closedown processes.
		Para 84.	Amendment for clarification.
		Para 85.	Amendment for clarification.
		Para 87.	Amendment for clarification.
		Para 128.	Revised Link to MOD Privacy Notice.
		Annex C.	Amendment for accuracy.
		Annex D	Amendment for clarification.
7.0	14 August 2026	Para 58.	Amendment for post-closures processes.
		Para 75. G.	Amendment for post-closures processes.
		Para 75. H.	Amendment for clarification.
		Para 84.	Amendment for post-closures processes.
		Para 85.	Amendment for post-closures processes.
		Annex A.	Amendment for post-closures processes.
		Annex D.	Amendment for clarification.
8.0	4 November 2026	Para 88.	Amendment for post-closures processes.
		Annex A.	Additional wording.
		Annex D.	Amendment to wording.

PART 1

Background

1. In 1954 the Government appointed a Departmental Committee to consider and recommend changes to the laws relating to homosexual offences and acts of prostitution performed by both sexes[1]; the chair to the Home Office Committee was Sir John Wolfenden. The Committee's work dedicated almost half its session time to oral evidence and examination of witnesses; the Armed Forces were well represented in providing their evidence. The historical context was a period where National Service remained obligatory and this shaped some aspects of the Wolfenden Committee's discussions on the potential age of consent in a private homosexual relationship. The presence of National Servicemen throughout the Armed Forces and the presumed susceptibility of servicemen aged between 18 and 21 to sexual "corruption" by older personnel was also considered. The Armed Forces argued vigorously that a change in the law 'would sap the will of young men to resist homosexual advances and that discipline in the ranks (not to mention the moral fibre of the nation) would be undermined'[2]. The Government took forward Wolfenden's recommendations in the 1967 Sexual Offences Act, applicable to England and Wales, which **decriminalised same-sex actions between consenting adults**. However, despite the phasing out of National Service from 1957 onwards, the 1967 Sexual Offences Act also explicitly prohibited homosexual acts within the Armed Forces[3]. Therefore, members of the Armed Forces were treated fundamentally differently from other citizens subject to UK law, in that they were not given the same rights under the Sexual Offences Act 1967.

2. Prior to the 1967 Act, same-sex sexual acts which were civil offences could be tried as such offences in courts-martial if one or more of those involved in the acts was subject to service law. Following the 1967 Act, same-sex sexual acts that ceased to be civil offences could no longer be tried in courts-martial under service law provisions relating to civil offences. The principal offences under the Sexual Offences Act 1967 for same-sex sexual acts that could constitute service discipline offences were 'disgraceful conduct' or 'disgraceful conduct of a cruel, indecent or unnatural kind' under section 66 of the Army Act 1955[4] and section 66 of the Air Forces Act 1955 and 'disgraceful conduct of an indecent kind' under section 37 of the Naval Discipline Act[5]. These offences applied to anyone subject to service law (irrespective of whether the activities took place outside of the service environment with a civilian partner). For members of the Armed Forces homosexuality remained an offence.

3. In 1994 same-sex consensual activity ceased to be an offence under service law however the Ban on homosexuality in the Armed Forces remained in policy and it was possible to be administratively discharged under the Ban until 2000. Following a successful challenge in the

---

[1] Lewis, Brian: *Wolfenden's Witnesses: Homosexuality in Postwar Britain* (Basingstoke: Palgrave Macmillan, 2016), p3. The immediate post-War period was perceived in government circles to reflect a rise in sexual offences, both in the numbers of offences prosecuted in civil society, but also a cluster of individuals prominent in society who found themselves prosecuted for homosexual acts, both in public locations and in private. The publicity surrounding these cases led to unprecedented levels of discussion on the subject of homosexuality in the popular press; some articles castigated the perceived sexual transgression, but others called for reform.

[2] Lewis, ibid., p17

[3] Subsection Five of the Sexual Offences Act states 'Subsection (1) of this section shall not prevent an act from being an offence (other than a civil offence) under any provision of the Army Act 1955, the Air Force Act 1955 or the Naval Discipline Act 1957'

[4] In addition, the less common offence of officers behaving in a scandalous manner under section 64 of the Army Act 1955 (section 64 of the Air Force Act and section 36 of the Naval Discipline Act). And the offence of breaches in 'good order and military discipline' (section 69 Army Act 1955 and Air Force Act 1955 and section 39 Naval Discipline Act).

[5] The LGBT Veterans Independent Review May 2023, Final Report, p 35.

European Court of Human Rights, in January 2000 government policy was amended enabling personnel to serve in HM Armed Forces regardless of their sexuality.

4. In November 2018, the Government published the Veterans' Strategy[6], a UK wide document which sets out the intent for the delivery of public services to Veterans across the UK. The Veterans' Strategy Action Plan (2022-2024) published in January 2022 included the commitment by Defence and the Office for Veterans' Affairs (OVA) to co-commission the Lesbian, Gay, Bisexual and Transgender (LGBT) Veterans Independent Review (IR) to better understand the impacts and implications of the 1967-2000 Ban on LGBT personnel. The Review set out to explore the nature of dismissal and other departures from the Armed Forces under the Ban; the impact the past experiences in the Armed Forces had on the subsequent lives of LGBT veterans; and the impact of the Ban on others in the Armed Forces community who may have been affected, such as those who were incorrectly perceived to be homosexual. Chaired by the Rt Hon. Lord Etherton KC, the Review team held a Call for Evidence and received over 1,100 testimonies which informed the production of the report and recommendations.

5. The Government published the IR by Lord Etherton in July 2023. The Government published its response to the IR on 13 December 2023. Minister Defence People and Families informed the House of Commons that the Government had accepted the intent behind all of the IR's recommendations.

6. The report found **that the policy which members of the Armed Forces were subjected to was wrong and the delivery invasive and intrusive.** Lord Etherton's Report revealed an unflinching picture of shocking treatment of Lesbian, Gay, Bisexual and Transgender service personnel in an institution with an 'incomprehensible policy of homophobic bigotry..'[7]. Such was the impact of the final report from Lord Etherton that on 19 July 2023 the Prime Minister delivered an apology in the House of Commons to all those affected by the pre-2000 ban on LGBT individuals serving in HM Forces which stated that **"the Ban on LGBT people serving in our military until the year 2000 was an appalling failure of the British state – it was decades behind the law of the land."**

7. Of the 49 recommendations put forward by the IR, two concerned financial payments:

   a. Recommendation 28 (R28): An appropriate financial award should be made to affected veterans notwithstanding the expiry of litigation time limits. The Government's overall exposure should be capped at £50 million.

   b. Recommendation 29 (R29): There should be a time limit for making a claim for a financial award of 24 months from the time the Government publicises the financial award arrangements.

8. The **Lesbian, Gay, Bisexual and Transgender Financial Recognition Scheme** (LGBT FR Scheme) reflects these; although to many these two recommendations are important, they are a component part of the totality of restorative measures recommended by the IR. R28 and R29 are to be seen in the wider context of the restorative measures as a whole within the complete collection of IR recommendations.

[6] Link to: The Strategy for our Veterans. Nov 18.
[7] Page 8: Final Report – Independent Review.

Objective of the LGBT FR Scheme

9. The MOD understand that no amount of money can right the historic wrong faced by our veterans under the Ban; the intention of the LGBT FR Scheme is to provide an acknowledgement of the applicant's personal experiences during their Service as a result of the Ban.

10. The objective of the LGBT FR Scheme payment is to recognise those who served under and suffered during their service as a consequence of the Ban. The LGBT FR Scheme is not a compensation scheme which seeks to compensate for pecuniary losses or provide *restitutio in integrum*.

11. The LGBT FR Scheme is paid voluntarily after the acceptance by the Government of the IR's recommendations. The recommendations for the financial payments in the IR Report are not legally binding on the MOD, and the department has discretion about how to deliver the financial payments provided that the delivery of the financial payments rationally and sensibly achieves the objective.

12. The LGBT FR Scheme recognises that the experiences of every individual affected may differ. The LGBT FR Scheme has been designed to consider each application against a number of criteria as detailed within the Scheme Rules.

Definitions

13. In the LGBT FR Scheme the following definitions apply:

a. **Reverse burden of proof**. Under the LGBT FR Scheme, a reverse burden of proof will apply. This means that the burden of proof will lie with the MOD rather than the applicant to determine whether a fact or matter occurred. Unless the MOD finds evidence to contradict the reported events or facts stated by the applicant, the MOD will accept that the facts or experiences reported took place if on a balance of probabilities, they are more likely to have occurred than not.

b. **Veteran.** Veteran means an individual who served within HM Armed Forces for at least one day[8]. For the purposes of the LGBT FR Scheme the veteran would have had to have served within the period of the Ban[9].

14. Applications for LGBT Financial Recognition payments will be closed by the Scheme when:

a. An eligible application has been processed[10] to its fullest extent and all necessary decisions and/or determinations have been made in accordance with the Scheme Rules, and all authorised payments have been made to the applicant and Appeal requests have been concluded; this includes the processing and informing of ineligible applicants[11].
Or
b. The application has been withdrawn in full by the applicant.

[8] It is recognised that the Scheme is open to applications from serving personnel who meet the eligibility criteria for a FR.
[9] 27 July 1967 and 12 Jan 2000 inclusive.
[10] There will be a series of decision and review points for assurance and compliance purposes throughout the process and each will be recorded and monitored as the application is processed.
[11] This may or may not include any potential payments if the Scheme is underspent once all applications have been processed.

15. The words “written” or “in writing” includes communication by letter, e-mail, LGBT FR Scheme specific to purpose software application (to be known as the LGBT FR Scheme App) generated message and text message.

16. **HM Revenue and Customs (HMRC) Income Tax Exemption.** LGBT FR Scheme payments are exempt from Income Tax under the Lesbian, Gay, Bisexual and Transgender (LGBT) Financial Recognition Scheme (Income Tax Exemption) Regulations 2025 (ref SI 2025/12). As such, there is no need to notify HMRC of the payments and no requirement to declare the payments on a Self-Assessment return. Applicants should still retain the LGBT FR Scheme decision and/or determination letters as evidence in case requested by HMRC.

17. **Income-related Social Security Benefits Exemptions.** The Department for Work and Pensions (DWP) in Great Britain, and the Department for Communities (DfC) in Northern Ireland, have introduced an indefinite capital disregard for payments made by the LGBT FR Scheme where someone is in receipt of means-tested benefits. Applicants should retain the decision or determination letters as they may be asked for such by either DWP or DfC as evidence.[12] [13]

[12] Department of Health and Social Care (DHSC): Under Section 14 of the Care Act, local authorities have the power to charge for care and support but a financial assessment must be undertaken to assess what the person can afford to pay (taking account of the person’s income and capital). The DHSC Charging Regulations (for care and support) are linked to DWP Income Support Regulations and DHSC have updated their statutory guidance to request local authorities disregard LGBT FR Scheme payments when undertaking social care financial assessments.
[13] The Scottish Government Regulations in respect of the calculation of Council Tax Reductions, (with effect from 2 June 2025) will disregard LGBT FR Payments.

PART 2

Eligibility

18. **Eligible Individuals.** The LGBT FR Scheme is open to any individual who served during the period of the Ban **and who meets** the eligibility criteria for a LGBT FR payment. Applications can be completed on the individual's behalf by their legal representative. Applications, except for those which are prioritised, will generally be processed in submission date order.

19. Applicants will be informed if their application has not passed the initial application check (see paragraph 41. "Guidance for Completing an Application Form") because it has been confirmed that the applicant was not a member of HM Armed Forces during the period of the Ban. All ineligible applicants will be informed in writing of their ineligibility via their chosen method of contact.

20. **Types of FR.** The scheme comprises of two types of Financial Recognition payments.

a. **LGBT Dismissed or Discharged Payment.** This payment will be available to those who were dismissed or administratively discharged, including Officers who were ordered or instructed to resign or retire by their respective Service Board, solely on the basis of their actual or perceived sexual orientation or gender identity during the Ban. A financial provision has been set aside of £50M for LGBT DD Payments.

b. **LGBT Impact Payment**. This payment will be available to those who fulfil the criteria in one of the levels (Levels 1 to 3) as outlined in the LGBT Impact Payment eligibility criteria. A financial provision has been set aside of £25M for LGBT Impact Payments.

21. The two FR types will be run concurrently. Details of the LGBT FR payments can be found at Annex B.

22. **LGBT DD Payment – Eligibility.** Anyone who was dismissed or administratively discharged based solely on the basis of their actual or perceived sexual orientation or gender identity, from 27 July 1967 to 11 January 2000.[14] The purpose of the DD Payment is to recognise those who were dishonourably removed from Service and were left with exit papers that placed the fault with them.

23. The LGBT DD Payment includes Commissioned Officers who were ordered or instructed to resign or retire their commission by their respective Service Board as this was a result of an administrative process which was the equivalent to the administrative discharge process for Other Ranks. The instruction of an officer to resign their commission would come with all the same connotations of dishonour as the equivalent discharge process for Other Ranks. In order for officers who were instructed to resign or retire their commission to be granted a DD payment, there must be evidence of the instruction coming from the relevant Service Board following an administrative (disciplinary) process based solely on the officer's sexuality or gender identity.

24. Individuals who were dismissed for a discipline offence which is related directly to the Ban. The offence would not, if occurring in the same circumstances at the time of the application, constitute an offence.

[14] 1967 Sexual Offences Act was granted royal assent on 21 July 1967 and came in to force on 27 July 1967 (Link) and the Ban was lifted in HM Armed Forces on 12 January 2000.

a. **Note:** An application for a LGBT DD Payment is not the same as an application for a Disregard and Pardon under the Home Office Scheme. Link - Guide to Applying for Restorative Measures.

25. Individuals who were administratively discharged for a reason which is related directly to the Ban. The grounds for discharge, if occurring at the time the application is made, would not be lawful grounds for discharge.

a. **Note:** An application for a LGBT DD Payment is not the same as an application for a Qualification of an Administrative Discharge under the LGBT Restorative Measures. Link - Guide to Applying for Restorative Measures.

26. For the avoidance of doubt, the DD Payment will include individuals who submitted their notice to terminate their contract but who were subsequently administratively discharged by their Service because of their sexual orientation or gender identity. Individuals who were medically discharged because of their sexual orientation or gender identity will also be eligible for the DD payment.

27. Individuals (Commissioned Officers and Other Ranks) who left at the end of their contract, or who purchased their discharge as of right, or who opted not to extend their contracts, who left the Service at the end of their notice period having submitted their notice to terminate their contracts, who left the service voluntarily under a recognised workforce reduction programme (such as redundancy), or who were discharged as part of a recognised workforce adjustment programme for the modification of the workforce (ranks, trades and skills) structures/profiles, would not qualify for the Dismissed or Discharged Payment but can apply for the LGBT Impact Payment[15].

28. **LGBT Impact Payment – Eligibility.** The applicant has to have served in HM Armed Forces between 27 July 1967 and 11 January 2000.

29. The applicant has to have submitted an application which describes the impact which the Ban had on them personally during the period of their service in HM Armed Forces up to the point they left service. This includes anyone who/whose:

(1) Suffered mental or physical harm (including physical and sexual assault) related to the Ban.

(2) Was investigated by either the Service Police or their Chain of Command in relation to the Ban.

(3) Lived experience suffered because of the culture within the Services which was directly related to the Ban.

(4) Experienced any bullying/harassment, verbal or physical abuse which was directly related to the Ban.

(5) Felt pressured to leave HM Armed Forces because of the Ban.

(6) Was subject to invasive investigations by the Service Police, including off base surveillance, outing of their sexuality or gender identity to their family and friends.

(7) Who was imprisoned due to an offence related to the Ban.

(8) Was forced to undergo medical tests or 'treatments' which were related to the Ban.

[15] In accordance with the Service policy which was extant at that time.

30. The level of the LGBT Impact Payment will be determined by the Independent Panel (IP) based on the details submitted within the application describing what the applicant experienced during their service in HM Armed Forces. An application can be supported by any evidence supplied by the applicant and any evidence which can be found within service records[16].

31. **Ineligible Applicants.** The LGBT FR Scheme is not open to any individual who did not serve during the period of the Ban and does not meet the eligibility criteria of the type of FR payment which they applied for. The LGBT FR Scheme is not open to any relatives, family members or persons of significance of a veteran who has died but did serve during the period of the Ban.

32. The Legal Representative of an individual who served during the Ban is not eligible to submit an application on behalf of a deceased veteran who did not apply before they died.

33. No applications will be accepted before the application window opens or after the application window has closed.

Underspend

34. The LGBT FR Scheme is committed to ensuring that the funding provision as recommended by the Independent Review (£50M) is fully dispersed. It will not be known if there will be a potential underspend until all the applications have been processed and the application window has been closed. If there is no underspend, then no underspend payments will be made. If there is an underspend, a process will be established for distributing the underspend to successful applicants, applying the general principles that underpin the design of the FR Scheme.

35. Underspend payments are outside of the Appeal criteria.

[16] It is necessary for the applicant to give consent for the Scheme to review MOD held service records in order to process applications.

PART 3

The Application

36. **Application Window.** The scheme will be open for applications for 24 months from the date the application process is officially opened on 13th December 2024[17]. **No applications (hard copy or online) will be accepted once the LGBT FR Scheme is closed.** The scheme will be closed at 2359 hrs on 12th December 2026.

The Application Process

37. A generic application form can be found at Annex A. Applications will only be accepted either online via the Gov.UK LGBT FR Scheme website[18] or a hard copy application form. If a request for a Financial Recognition Payment is received and the applicant has not completed an LGBT FR Scheme application form, they will be offered advice about how to apply and directed to the LGBT Financial Recognition Scheme Gov.UK webpage where they will be able to access a copy of the Scheme Rules. A Guide on "How to Apply for a Financial Recognition payment" can be found here. (Link). A copy of the LGBT FR Scheme Rules and Guide can also be sent to those who request a hard copy application form from the Veterans UK Helpline (see paragraph 40).

Applicants who lack mental or physical capacity

38. If an applicant lacks mental or physical capacity, a Legal Representative may complete and submit the application on the applicant's behalf. The following may act as Legal Representative[19]:

a. If the applicant is in the UK:
   (1) a person exercising power of attorney over the applicant's financial affairs or deputy, guardian or controller with responsibility for the applicant's financial affairs;
   (2) a person nominated in a letter written and signed by the applicant to assist them with their application; or
   (3) a legal professional[20].

b. If the applicant resides outside of the UK:
   (1) a person who has evidence which demonstrates that they have the authority to exercise corresponding powers of attorney on behalf of the applicant;
   (2) a person nominated in a letter written and signed by the applicant to assist them with their application;
   (3) a legal professional.

Prioritisation of Some Applications

[17] Reference IR Report Page 166 Footnote 9; relating to the Supply and Appropriations Act.
[18] The LGBT FR Scheme has a bespoke FR Scheme App which sits on a secure platform behind the Defence Gateway. LGBT applicants who wish to submit their applications online will, as part of the two step process, have to register for a Defence Gateway account.
[19] If an applicant lacks capacity after they have submitted their application, a Legal Representative may step in to assist them at any point as their application is being processed. The Legal Representative should email the FR Scheme to discuss the situation and will be guided accordingly. LGBT-FRScheme@mod.gov.uk
[20] Any legal fees incurred will be the sole responsibility of the applicant/individual who engaged/retained the legal services.

39. The LGBT Financial Recognition Scheme will prioritise the following applications (prioritisation will be applied for each FR Payment type process and the Appeal Requests process):

a. Applications from applicants who are terminally ill.
b. Applications from applicants who are 80 years of age or older.
c. Applications from applicants who have evidence to show they are experiencing severe financial hardship.

Applications from Terminally Ill Applicants

40. The LGBT FR Scheme application process allows for applicants to declare if they have a terminal illness. This will then ensure that the application is prioritised and will be moved quickly through the process to ensure that, if eligible, payment is made as swiftly as possible. There are certain criteria which will need to be met and documentation supplied by the applicant when they make a declaration to having a terminal illness. Details can be found on the generic application form at **Annex A.**

41. All applicants and especially terminally ill applicants are encouraged to ensure that they have an up to date will in place. If an applicant is diagnosed with a terminal illness after they have submitted their application form, they are encouraged to inform the FR Scheme (with supporting evidence), so that their application can be prioritised. More details can be found in the guide on "How to Apply for a Financial Recognition payment" (Link).

Applicants who die after an application has been submitted but before payment is made

42. LGBT FR applications will continue to be processed if an applicant subsequently dies before a decision or determination on the application is reached[21] as long as the applicant was alive at the time the application was submitted. The LGBT FR Scheme is conscious that this will be an emotional time for the family and friends of the deceased. It is requested that the LGBT FR Scheme is informed of the death of an applicant and this notification is accompanied by a copy of the death certificate along with an appointed Point of Contact which the LGBT FR Scheme can use. It is requested that this information is emailed to the LGBT FR Scheme mailbox (LGBT-FRScheme@mod.gov.uk) as quickly as is practicable. The email should contain the applicant's full name (that which they used in their application), their service number, if known, and their date of birth.

43. Any LGBT FR payment in these circumstances, once all necessary due diligence has been completed to the scheme's satisfaction, will be paid to the deceased applicant's estate once the application has been processed and a decision and/or determination outcome has been made. These cases will follow the normal application process.

44. All applicants are encouraged to ensure that they have an up to date will in place.

45. If an applicant dies, the Point of Contact for the deceased's estate has the same right to appeal as the applicant would have had.

Other types of Prioritised Applications.

[21] Successful applications will not be closed by the Scheme until the application window has been closed and any underspend (if there is any remaining money to distribute) has been distributed. If there is no underspend to be distributed, applications will be considered completed and closed if all processes, including appeals, have been completed and all authorised FR payment(s) have been made.

46. **Applications from applicants who are 80 years of age or older.** The LGBT FR Scheme will screen new applications for applicants who are in this priority category and will also prioritise extant applications when the applicant reaches their 80th birthday. These applications will be processed as priority applications.

47. **Applications who have evidence to show they are experiencing severe financial hardship.** Applicants who can evidence severe financial hardship should contact the LGBT Financial Recognition Scheme detailing their severe financial hardship and include all supporting documentation. Cases will only be considered where an applicant has submitted an application form for a FR payment. The criteria are that:

a. Court proceedings have started for the repossession of a home.
b. Court proceedings have started for the eviction of a tenant.
c. Court proceedings have started for bankruptcy.

48. To be eligible for prioritisation on the grounds of severe financial hardship, court proceedings must have started[22] either:

a. since the applicant submitted their application to the FR Scheme or;

b. within the 36 months prior to the date on which the applicant submitted their application. Older court proceedings will not be accepted.

49. The contact details for the LGBT FR Scheme are:

Email:	LGBT-FRScheme@mod.gov.uk
Postal Address:	Freepost LGBT FR SCHEME
	Applicants are advised not to send original documents and they should take a copy of the details they have submitted to the LGBT FR Scheme. Please put your return address and/or postcode on the back of the envelope).

Methods to Submit an Application

50. There are two options for submitting a LGBT FR Scheme application form:

a. **Online Application.** Via the LGBT Financial Recognition Scheme Gov.UK page (Link).

b. **Hard Copy Application Form.** Request a hard copy application form to be sent to you. Contact the Veterans UK Helpline and they will send you a copy of the application form in the mail for you to complete. Please ensure that you include any evidence which you wish to submit to support your application.

[22] Court proceedings are considered to have started on the day on which a bankruptcy petition or claim form for possession is filed with the court. Evidence must be produced to confirm the date this action was taken. This includes proceedings which started and concluded within the timeframe detailed. It does not include proceedings which were started within the timeframe but which were dismissed.

Email	Freephone (UK only	Telephone (overseas)
veterans-uk@mod.gov.uk	0808 1914 2 18 [Note: Normal Service 8.00 am to 4.00 pm Monday to Friday]	+44 1253 866 043 [Note: Normal Service 8.00 am to 4.00 pm Monday to Friday]

(1) **Post Your Completed Application Form:** Remember to take a copy of the application form and any supporting evidence (**please do not send the LGBT FR Scheme original documents**) and post the application form in the prepaid envelope provided and **copies of** your supporting evidence to:

Freepost LGBT FR SCHEME

Please put your return address and/or postcode on the back of the envelope.[23]

Guidance for Completing an Application Form

51. Follow the guidance on the application form about how to complete it (guidance notes are included within the online application process). The following points should be adhered to when an application is submitted to the LGBT FR Scheme, this will assist to minimise any potential undue delay in the processing of an application.

a. Only use the application form from the LGBT FR Scheme. (Online Scheme App version or a hard copy version)[24].

b. The applicant MUST have served during the period of the Ban in HM Armed Forces and meets the eligibility for the type of payment applied for.

c. The application must include the **minimum amount of information** required to progress the application. This means that the applicant must:

(1) Fill in all their personal details on the application form.

(2) Make an application for at least one of the FR payment types.

(3) Ensure, if a legal representative is completing the form on the applicant's behalf, they have completed their details in full.

(4) Provide documentation to the LGBT FR Scheme, as detailed in the application form, so that the applicant's identity and address can be confirmed.

(5) Complete the Consent Section, noting that consent is required for the Scheme to review MOD held service and personnel records[25]. (**Note:** consent for MOD medical records is optional.)

(6) Fill in the certification section and ensure that the form is signed (hard copy signature for hard copy application submissions; online applications will be certified as part of the online submission process).

[23] For overseas applicants requesting a hard copy application, the return address will be different but still free to post to the UK.
[24] Applications submitted by a Legal Representative will be checked for validity as part of the application process.
[25] For online applicants, this will be part of the Defence Gateway registration form process to apply for access to the FR Scheme App which will sit on the Defence Gateway platform.

Supporting Information or Documentation

52. The LGBT FR Scheme ideally would like any supporting information, documentation or evidence (where it exists, as reasonably required to support the application) from the applicant to assist it to make a decision and/or determination[26]. However, if the applicant does not have anything other than what is detailed within the application, then that is equally acceptable to process the application form. The applicant is encouraged to co-operate with the LGBT FR Scheme with any requests or correspondence as far as is reasonably practicable.

53. The LGBT FR Scheme reserves the right to:

a. Request further information or evidence from the applicant; and

b. To use application statistical data for reporting, application management and process monitoring purposes.

Supporting Medical Evidence

54. Where an applicant has based their application (in whole or in part) on medical conditions, the LGBT FR Scheme will need supporting medical evidence from a suitably qualified medical expert (GP, consultant, etc.) to support the application. The LGBT FR Scheme is acutely aware that some applicants may find the application process very troubling and will be extremely mindful and sensitive in this regard when and if the applicant needs to be approached about evidence or further evidence of their medical condition.

Additional Applications

55. If an applicant has applied for only one type of FR payment and wishes to at a later date apply for the other type of FR payment, they will need to contact the FR scheme to request an Additional Application form.

56. The contact details for the LGBT FR Scheme are:

Email:	LGBT-FRScheme@mod.gov.uk
Postal Address:	Freepost LGBT FR SCHEME

57. The Scheme Rules apply equally to Additional applications submitted. Additional applications can only be submitted during the period when the application window is open.

New or Changed Information

58. The applicant may make amendments to their application or submit further information in support of their application up to 2 weeks after the application submission date. After 2 weeks the application will enter the initial application check phase and cannot be changed online. All applications must be submitted/re-submitted prior to Scheme closure at 2359hrs 12th December 2026, no amendments may be made after this point, including if the original application was made less than 2 weeks prior to closure.

[26] The FRS App can only accept the following file types: .DOC, .DOCX, .JPG, .KEYNOTE, .MSG, .NUMBERS, .ODP, .ODS, .ODT, .PAGES, .PDF, .PNG, .PPT, .PPTX, .RTF, .TIF, .TIFF, .TXT, .XLS, and .XLSX.

59. Once the application has entered the initial application check phase, any changes should be advised to the LGBT FR Scheme via:

a. Email: LGBT-FRScheme@mod.gov.uk (the email title should be '**LGBT FR Scheme Application for [*insert your full name*]**'),

b. Letter: **Freepost LGBT FR SCHEME** (please put your return address and/or postcode on the back of the envelope).

60. Applicants are strongly advised that they should keep their personal and bank account information up to date. If a significant error is noticed in your application, action should be taken promptly by the applicant

61. **Change of Details of the Legal Representative.** If it is necessary to change the details of the Legal Representative, contact should be made, by email, with the LGBT FR Scheme (LGBT-FRScheme@mod.gov.uk) who will give advice on the process to follow, or the applicant can write to the LGBT FR Scheme at: **Freepost LGBT FR SCHEME** (please put your return address and/or postcode on the back of the envelope).

PART 4

Processing of Applications

LGBT DD Payments and LGBT Impact Payment Applications.

62. LGBT DD Payment and LGBT Impact Payment applications will be processed concurrently to avoid any potential delay.

63. **LGBT DD Payment Applications.** The process for determining an application submitted for a LGBT DD Payment is as follows:

a. **LGBT DD Payment** applications will be assessed against defined criteria for eligibility for a LGBT DD Payment. As necessary, the DBS DD Case Manager can contact the dedicated FRS medical subject matter expert (Med SME) for support with medical related issues. The Med SME is responsible for reviewing medical information and producing a report/summary for the DBS DD Case Manager. The Med SME will only access MOD held medical records if the applicant has given their consent.

b. The applicant will be informed in writing if they have been **successful** or **unsuccessful** for a LGBT DD Payment. A LGBT DD Payment decision letter will be sent to the applicant.

c. Bank details submitted as part of the application will be confirmed via the LGBT DD Payment decision letter with the applicant before payment is made.

64. **Acceptance of a LGBT DD Payment.** Once the applicant has been informed that they have been successful for a LGBT DD Payment, they have 2 calendar months from the date of the decision letter to accept the LGBT DD Payment. No LGBT DD Payments will be paid until the applicant has responded to the LGBT FR Scheme decision letter and confirmed that their bank details are correct. If no response is received within 2 months of the date of the LGBT DD Payment decision letter, the application will be considered for suspension, and the applicant will receive a suspension notice letter and suspension rules will apply.

65. The LGBT FR Scheme reserves the right to withdraw a LGBT DD Payment decision if the application is suspended. If the decision to grant a LGBT DD Payment is withdrawn, the LGBT FR Scheme will notify the applicant in writing.

66. **LGBT Impact Payment Applications.** The process for determining an application submitted for a LGBT Impact Payment is as follows:

a. **LGBT Impact Payment** applications will be determined by an Independent Panel against a tariff framework of impacts which may have been sustained.

b. The applicant will be informed in writing if they have been **successful** or **unsuccessful** for a LGBT Impact Payment. A determination outcome letter will be sent to successful applicants detailing the monetary amount of the LGBT Impact Payment.

c. Bank details submitted as part of the application will be confirmed with the applicant before payment is made.

67. **Acceptance of a LGBT Impact Payment.** The applicant will be informed of the determination outcome of a LGBT Impact Payment application via a determination outcome letter. The applicant has 2 calendar months from the date of the determination outcome letter to accept the LGBT Impact Payment. No payments will be made until the applicant has responded with their acceptance of the determination outcome and confirmed their bank details. If no response is made within 2 months of the date of the determination outcome letter, the application will be considered for suspension. The applicant will receive a suspension notice letter and suspension rules will apply.

68. The LGBT FR Scheme reserves the right to withdraw a determination outcome of a LGBT Impact Payment if the application is suspended. If the LGBT Impact Payment granted is withdrawn the LGBT FR Scheme will notify the applicant in writing that the determination outcome for the LGBT Impact Payment has been withdrawn.

69. If the applicant wishes to appeal the LGBT Impact Payment granted, they are advised to read the rules on how to submit an Appeal and check if they have grounds to submit an Appeal.

The Independent Panel – LGBT Impact Payments

70. The LGBT FR Scheme has established an Independent Panel (IP) to review and make fair and equitable determinations for all LGBT Impact Payment applications. The IP will be independent of the MOD in terms of how they come to their determinations about applications presented before them. The IP will consist of suitably qualified and experienced individuals, including a Chair.

71. The IP will sit as often as the application numbers dictate in order to ensure that there is no undue delay in processing LGBT Impact Payment applications. The IP will be supported by a dedicated Secretariat who will co-ordinate the scheduling of IP sittings and applications which will be presented at each IP sitting for determination. LGBT Impact Payment applicants will be informed when their application is scheduled to be presented to an IP.

72. Each application will be presented to the IP as a case file with supporting documentation including that which has been sourced through MOD records, documentation and service personnel folders. The applicant is required to give their consent for the Scheme to access data held by the MOD; without this specific consent the application will not be able to be processed (see paragraph 41.c.(5)).

73. The IP Secretariat has a suitably qualified and experienced medical subject matter expert (Med SME) who is responsible, as necessary/applicable, for reviewing medical information and producing a report/summary for the IP when the application is considered. The Med SME may attend IP sittings in an advisory capacity, if required, to support the IP with medical related issues. The Med SME will only access MOD held medical records if the applicant has given their consent and the Med SME considers that it is necessary to do so to support the IP from the information supplied by the applicant in their application.

74. **Independent Panel Determination Outcome Letters.** The LGBT FR Scheme will notify the LGBT Impact Payment applicant in writing of the IP determination outcome of their application. The letter of determination outcome will be dated and will contain a summary from the IP as to how they came to their determination, details of the monetary amount of the LGBT Impact Payment and the applicant will be requested to confirm their bank account details.

Suspension Rules

75. The LGBT FR Scheme may place an application on **hold** (which could lead to a permanent suspension of the application) where the following conditions occur:

a. Following a written request or communication by the LGBT FR Scheme, the applicant or their legal representative has, within the previous 2 months:

(1) Failed to provide information which the FR Scheme has requested as necessary to progress the application form; or

(2) Failed to respond to the LGBT FR Scheme when a request has been made from the LGBT FR Scheme (including responses to decision letters or determination outcome letters or appeal judgment letters).

b. **Application Being Placed on Hold - 2 Month Point[27].** At the 2 month point the LGBT FR Scheme will, where possible, notify the applicant (or legal representative, or point of contact for a deceased's estate) in writing that the application is being placed on **hold** and no further processing will take place until a response has been received. The FR Scheme will write to the applicant again at the 4 month point if the applicant has not responded by that point.

c. **Application Continuing to be Placed on Hold - 4 Month Point.** At the 4 month point the LGBT FR Scheme will, where possible, notify the applicant (or legal representative, or point of contact for a deceased's estate) in writing to advise that the application will be placed on permanent suspension if within the next 2 months a response is not received. The application will continue to be held on **hold** and no further processing will take place until a response has been received.

d. **Application Being Placed on Permanent Suspension - 6 Month Point**. At the 6 month point the LGBT FR Scheme will, where possible, notify the applicant (or legal representative, or point of contact for a deceased's estate) in writing to advise that due to no contact being made within the last 6 months the application has been placed on permanent suspension and will not be processed any further by the Scheme.

e. Whilst the application window remains open, the LGBT FR Scheme can remove a **hold** placed on an application or unsuspend a permanently suspended application if the applicant (or legal representative, or point of contact for a deceased's estate) provides the requested information or response which is necessary to progress the application. The application will continue to be progressed from the point at which it was originally placed on **hold**.

f. On closure of the application window (12 December 2026 at 2359 hrs), the LGBT FR Scheme will, where possible, notify any applicant (or legal representative, or point of contact for a deceased's estate) whose application is on hold or suspended in accordance with paragraphs b. to e. above that if no response is received within a further 2 months, the application will be reviewed and permanently closed, regardless of where it is in the suspension process.

g. Between closure of the application window (12 December 2026 at 2359 hrs), and 31 December 2026, the LGBT FR Scheme will, where possible, notify any applicant (or legal

[27] The LGBT Financial Recognition Scheme – Application Status document: Part 1 Application Status Table, gives details about when an application is on **hold**. Veterans of the LGBT Ban: Financial Recognition Scheme - GOV.UK

representative, or point of contact for a deceased's estate) that has an action outstanding (including providing information the FR Scheme has requested, or responding to decision letters or determination outcome letters) but whose application is not on hold or suspended, that if no response is received within a further 2 months, the application will be reviewed and permanently closed, without being placed on hold, in line with the post-closure suspension rules at sub-para h. below.

h. Where an applicant is sent a written request or communication by the LGBT FR Scheme after the application window has closed (12 December 2026 at 2359 hrs), and the applicant fails to provide the information the FR Scheme has requested, or fails to respond to a request from the FR Scheme (including responses to decision letters or determination outcome letters) within 2 months from the date of the request or communication, the application will be reviewed and permanently closed, without being placed on hold.

Payment of a LGBT FR Payment

76. **LGBT DD Payments – Making of Payments.** The LGBT FR Scheme will make LGBT DD Payments to successful applicants once they have responded to the LGBT DD Payment decision letter accepting the decision and confirming their bank account details (the decision letter will quote the bank account details which are held by the Scheme on its Application Processing and Management System (APMS)). No LGBT DD Payment will be made if an applicant has submitted an appeal against a LGBT DD Payment decision.

77. When the applicant confirms acceptance of the LGBT DD Payment decision and their bank account details, the Scheme will then initiate a process to make a payment to the applicant.

78. **LGBT Impact Payments – Making of payments.** The LGBT FR Scheme will make LGBT Impact Payments to the applicant once they have responded with their acceptance to the LGBT Impact Payment IP determination outcome and confirmation of their bank account details (the determination outcome letter will quote bank account details held on the Scheme's Application Processing and Management System (APMS)).

79. Even if the applicant has already received a LGBT DD Payment, bank details will again need to be confirmed by the applicant before payment is made. No LGBT Impact Payment will be made if the applicant has submitted an appeal against a LGBT Impact Payment determination outcome.

PART 5

The Appeal Process

80. An applicant has a right to request an appeal against a LGBT DD Payment decision and a LGBT Impact Payment determination outcome. A generic Appeal Request form is at Annex D.

81. **Appeal Criteria.** An appeal can only be raised under one or more of the following criteria:

a. There was a material procedural error in the processing of the application.

b. The decision and/or determination was based on a material error as to the facts.

c. There is new evidence, and it is likely that the decision and/or determination would have been materially different if the evidence had been made available to the person making the decision and/or the IP determining the application.

82. Appeals will only be accepted if they meet **at least one** of the criteria above. Appeals raised solely against the amount paid are outside of the appeal criteria. Applicants cannot raise an appeal after they have accepted a LGBT DD Payment and/or a LGBT Impact Payment, irrespective of whether the payment has not yet been paid in to their bank account.

83. The applicant must request an appeal within **2 calendar months** of:

a. the date of the LGBT DD Payment decision letter if the appeal relates to a LGBT DD Payment;

and/or

b. the date of the LGBT Impact Payment determination outcome letter if the appeal relates to a LGBT Impact Payment.

84. On closure of the application window (12 December 2026 at 2359 hrs) the LGBT FR Scheme will, where possible, notify any applicant (or legal representative, or point of contact for a deceased's estate) who are still within the 2 calendar month appeal window that the appeal rules have changed as per paragraph 85 below and that they must submit any appeal request within 2 weeks of the date of this notification.

85. Applicants who receive their LGBT DD Payment decision letter and/or LGBT Impact Payment determination outcome letter after closure of the application window (12 December 2026 at 2359 hrs) must request an appeal within 2 weeks of the date on the relevant letter.

86. The time period for Appeals may be extended if there are compassionate or personal reasons why the applicant did not or could not raise the Appeal Request within the set time period. The reason should be supported by evidence.

87. An applicant will be able to submit up to two Appeal Requests per FR payment type. If an applicant is informed that their first Appeal Request does not meet any of the appeal criteria, an applicant will have the option to submit a second Appeal Request. Applicants who wish to submit a second Appeal Request will get a further 2 weeks from the date of their first Appeal Request – Not Meeting Appeal Criteria letter to raise their second Appeal Request (but this will not include administrative processing time by the Appeal Board Secretariat). If an applicant is informed that their second Appeal Request does not meet any of the appeal criteria this will conclude the

application and appeal process for the LGBT FRS Scheme and there will be no further opportunity to raise an Appeal Request for that FR payment type. At this point, applicants who had been found eligible for a LGBT FRS Payment will be invited to accept their original determination outcome.

88. Applicants are advised to ensure they submit their Appeal Request once they have collated all the available material they wish to submit in support of their Appeal Request. Appeal Requests will be held for 5 working days post submission prior to Scheme closure on 12 December 2026, and for 24 hours thereafter, to permit a period of time for the applicant to make any amendments. After this time period, the AB Secretariat will start the Appeal process and no further amendments (including the submission of any further evidence/documents) to the Appeal Request may be made.

89. Upon submission of an Appeal Request, the Appeal Board (AB) Chair will consider if one of the appeal criteria have been met. If the Appeal Request does not meet the criteria for an appeal, the applicant will be informed in writing by the AB Secretariat. If an Appeal Request meets the appeal criteria and proceeds to the AB for judgment, no further Appeal Requests for that FR Payment type can be submitted.

90. An applicant can only raise one appeal, which has met at least one of the appeal criteria, against a LGBT DD Payment decision.

91. An applicant can only raise one appeal, which has met at least one of the appeal criteria, against a LGBT Impact Payment determination outcome.

92. An applicant cannot raise an appeal against an Appeal Board (AB) judgment.

93. An Appeal Request should be submitted via:

a. **Online via the LGBT FR Scheme App.** There will be a separate section within the LGBT FR Scheme App where the applicant can submit their Appeal Request.

b. **Hard copy Appeal Request:** A hard copy of an Appeal Request form can be obtained from Veterans UK Helpline:

Email	Freephone (UK only	Telephone (overseas)
veterans-uk@mod.gov.uk	0808 1914 2 18 [Note: Normal Service 8.00 am to 4.00 pm Monday to Friday]	+44 1253 866 043 [Note: Normal Service 8.00 am to 4.00 pm Monday to Friday]

c. Please send a completed Appeal Request form with any supporting documentation to the LGBT FR Scheme. Remember to take a copy of your Appeal Request form and only send copies of any supporting evidence or information (**Note:** please do not send the LGBT FR Scheme any original documents).

Freepost LGBT FR SCHEME

Please put your return address and/or postcode on the back of the envelope.

94. If an applicant submits an appeal which meets the appeal criteria, the application is suspended under the category of 'appeal' and the application will remain **"Suspended - Appeal"** until the judgment from the Appeal Board (AB) is known. Once the AB judgment is known, the

application will then be unsuspended, and the applicant will be informed of the Appeal judgment. The applicant will be required to respond to the AB judgment letter for the application to continue within either the LGBT DD Payment and/or LGBT Impact Payment process from which it was suspended.

95. The AB Secretariat will prepare any eligible appeal for the AB as an addendum to the original case file, including the Appeal Request and, as necessary, any additional evidence or information. The AB Secretariat will schedule the Appeal Request for the AB to review the appeal as quickly as possible. The applicant will be informed when their Appeal Request is being presented to the AB[28].

96. All Appeal Requests reviewed by an AB will be issued an Appeal judgment letter within 3 months from the date of the Appeal Request being confirmed as meeting at least one or more of the Appeal criteria[29].

97. All applicants who qualify under the prioritisation criteria will be prioritised throughout the appeals process.

98. The AB judgment will be one of the following:

a. Uphold the current LGBT DD Payment decision and/or LGBT Impact Payment determination outcome;
Or
b. Award a **new AB** judgment.

99. The AB will sit as frequently as the number of appeals submitted requires of it, to ensure a swift process to review Appeal Requests without undue delay. The AB Chair will inform the applicant in writing of the Appeal judgment.

100. Once the AB Chair has informed the applicant, the application then reverts to the same position in the LGBT DD Payment and/or LGBT Impact Payment process where it was when the appeal was submitted. The application will have the suspended status removed.

101. **Withdrawal of an Appeal Request.** The applicant may, in writing, withdraw their request for an appeal, **in full or in part**, at least 10 working days before the Appeal Request is presented to the AB (actions to amend an Appeal Request rather than withdraw in part an Appeal Request, cannot be made under this provision). Submissions to withdrawal an Appeal Request should be actioned as follows:

a. **Online applicants:** Online applicants will be able to withdraw their Appeal Requests via a separate process on the Scheme App.

b. **Hard Copy Appeal Request Applicants:**

(1) **Email:** Please send an email requesting to withdraw an appeal to: LGBT-FRScheme@mod.gov.uk. Please title the email '**LGBT FR Scheme - Appeal**

[28] Appeal sitting schedules may change depending on prioritisation of terminally ill applicants and unavoidable and unforeseen circumstances. Applicants will be kept informed of any changes to the scheduling of their Appeal Requests.

[29] A 3 month response time is the FR Scheme's planned timeline for Appeal Judgments; unless there is occasion to correspond with the Appeal Request applicant for further clarification or more information about their appeal. In these circumstances the FR Scheme reserves the right to exceed the 3 month period but will still endeavour to issue an Appeal Judgment as quickly as the process allows.

Withdrawal Request [*insert your full name*]'. Please make it clear that you wish to withdraw your Appeal Request.

(2) **Letter:** Please send a letter requesting to withdraw an appeal to the FREEPOST address below. Please make it clear that you wish to withdraw your Appeal Request.

Freepost LGBT FR SCHEME

Please put your return address and/or postcode on the back of the envelope.

102. **Withdrawal of Appeal Request in full.** If the applicant withdraws an Appeal Request **in full**, their application will revert to the position it was before it was suspended due to the appeal. An Appeal Request withdrawal in full is to be made at least 10 working days before the Appeal Request is presented to the AB; if so, all previously issued decisions and/or determinations will remain extant. If not, normal Appeal Board processes will be followed.

103. **Withdrawal of Appeal Request in part.** If the applicant withdraws their request for an Appeal **in part** the AB Secretariat will ensure that:

a. The applicant will be informed by the AB Secretariat when their Appeal Request is scheduled to be presented to the AB.

b. The applicant can only make **one request** for a withdrawal **in part** of their appeal.

c. The Appeal Request withdrawal in part is to be made at least 10 working days before the Appeal Request is to be presented to the AB.

d. Normal Appeal Board processes will follow.

104. There is no right to appeal an Appeal judgment.

105. There is no right to appeal an underspend payment.

PART 6

Governance and Additional Scheme Rules

106. **Governance.** The MOD will ensure that an appropriate individual/Senior Responsible Officer (SRO) has been appointed who will have oversight of the LGBT FR Scheme. This individual/SRO will, at such times as required, report to the Secretary of State for Defence and/or Minister for Veterans and People and the MOD Permanent Secretary on the operation of the LGBT FR Scheme. The Public Accounts Committee has recommended the LGBT FR Scheme be audited by the National Audit Office (NAO)[30].

107. **Governance Process.** The LGBT FR Scheme has defined processes for each phase of the Scheme. Each application will be processed in accordance with these defined processes. These processes and the guidance which is put in place for decision-makers creates a framework to ensure clarity of process, consistency of delivery for each applicant, and fair and equitable decision-making. Case files will be compiled for each eligible applicant and all decisions or determinations will be captured within the Scheme's Application Processing and Management System (APMS).

108. Determinations for LGBT Impact Payment applications will not be taken by the MOD; as previously outlined, these applications will be reviewed and determined by an Independent Panel (IP). The Scheme has an Appeal process which is the responsibility of a separate Appeal Board.

109. **LGBT DD Payment Applications.** The LGBT FR Scheme's design ensures that LGBT DD Payment applicants follow a prescribed procedural path to ensure fairness and equity of processing and decision making for all applications. Eligibility checks for LGBT DD Payment are in place to confirm both those eligible for a LGBT DD Payment and those who are assessed as ineligible. All LGBT DD Payment decisions will be reviewed before the applicant is notified of the decision with regard to their LGBT DD Payment application. Applicants will be informed in writing.

110. All LGBT DD Payment applications will be tracked and monitored within an LGBT FR Scheme Application Processing and Management System (APMS). This system will be able to provide a variety of statistical and progress data as required for monitoring, reporting and audit purposes.

111. **LGBT Impact Payment Applications.** The determinations of the IP will be tracked and recorded for monitoring, reporting and audit purposes. The IP Chair is responsible for the compliance and governance of the IP process and is accountable to the MOD for ensuring that the IP members at all times undertake their duties in a fair and equitable manner. MOD staff are not permitted to make any changes to the LGBT Impact Payment determination. Applicants will be informed in writing of the IP determination outcome.

112. **Appeal Board.** The judgments of the AB will be tracked and recorded for monitoring, reporting and audit purposes. The AB Chair is responsible for the compliance and governance of the AB process and is accountable to the MOD for ensuring that the AB members at all times undertake their duties in a fair and equitable manner. MOD staff are not permitted to make any changes to an AB judgment. Applicants will be informed in writing of the AB judgement.

113. **Prior Claims against the MOD.** The LGBT FR Scheme will not seek to determine if an individual applicant has already received money from the MOD in relation to their discharge or

[30] Public Accounts Committee letter to Comptroller and Auditor General NAO dated 25 Jan 24.

dismissal from service which related to the Ban, as this does not fall within the object of the scheme.

114. **Criminality.** The LGBT FR Scheme will not seek further information about an individual's background for any criminal record post the date they were no longer in Service, as this does not fall within the object of the scheme.

115. **Grounds for Reducing or Declining to make an LGBT FR Scheme payment.** Any applicant is not entitled to more than one of each Financial Recognition payment type within the LGBT FR Scheme. The LGBT FR Scheme reserves the right to reduce, decline to authorise or recover a FR payment if such a duplication is discovered.

116. **Postage Costs.** The LGBT FR Scheme will not reimburse postage costs incurred by the applicant. Applicants are encouraged to submit their applications online via the LGBT FR Scheme online application process. Hard copy applicants are advised to use **Freepost LGBT FR SCHEME** to avoid postage costs (please put your address/postcode on the back of **Freepost LGBT FR SCHEME** envelopes) or send an email to the FR Scheme: LGBT-FRScheme@mod.gov.uk.

Withdrawal of an Application (in full or in part).

117. The applicant may, in writing, withdraw their application from the LGBT FR Scheme, or any part of their application. The applicant can only make one withdrawal in part to their application for a LGBT DD Payment and/or a LGBT Impact Payment.

118. Withdrawal of application requests should be actioned as follows:

a. **Online via the Scheme App:** There will be a section which will permit an applicant to withdraw their application **in full** on the Scheme App.

b. **Email:** Please send an email requesting to withdrawal your application, in full or in part, to: LGBT-FRScheme@mod.gov.uk. Please title the email '**LGBT FR Scheme - Withdraw of Application [*insert your full name*]'.** Please make it clear that you wish to withdraw your application.

c. **Letter:** Please send a letter requesting a withdrawal of your application to the FREEPOST address below. Please make it clear that you wish to withdraw your application.

Freepost LGBT FR SCHEME

Please put your return address and/or postcode on the back of the envelope.

119. Any decision and/or determination in force at the time that the application is withdrawn, will also be withdrawn. Where only part of the application is withdrawn, any decision and/or determination in respect of **that part** of the application, which is withdrawn, will also be withdrawn. The LGBT FR Scheme reserves the right to re-process the application where it has been withdrawn **in part**.

120. If the applicant has already received a LGBT DD Payment in respect of their application when it is withdrawn for a LGBT DD Payment, that payment will be repayable to the LGBT FR Scheme.

121. If the applicant has already received a payment of any kind (LGBT DD Payment and/or LGBT Impact Payment) in respect of their application when it is withdrawn **in full**, payment(s) will be repayable to the LGBT FR Scheme.

122. **Fraud and recording a decision to reduce or decline to make an FR decision or determination.** A decision to reduce or decline to make an LGBT FR payment will be recorded within a letter to the applicant.

123. Eligibility for an LGBT FR will be considered on a reverse burden of proof basis[31] to take into account the potential difficulties in evidencing the details of a discharge/dismissal from HM Armed Forces, or taking at face value the experiences as detailed within applications for a LGBT Impact Payment. The MOD is aware that with a potentially low evidential threshold this could result in fraudulent applications. The delivery design model has built in a number of confirmatory checks and controls to mitigate, where possible, the risk of fraudulent claims.

124. Therefore, the LGBT FR Scheme will decline to make a LGBT FR payment if it suspects or is satisfied that the applicant has, in any part of their application, dishonestly made a false representation or dishonestly withheld information with the intention of obtaining an LGBT FR payment to which they would not otherwise be entitled. The LGBT FR Scheme reserves the right to report potentially fraudulent activity to the police.

Repayment of a FR Payment.

125. If the LGBT FR Scheme receives evidence after an FR payment has been made that[32] the applicant made a false representation or withheld information and as a result obtained a FR payment to which they would not otherwise be entitled, the LGBT FR Scheme may give written notice to the applicant of the intention by the MOD to recover the FR payment (in whole or in part) from the applicant.

126. The applicant may make representations within 28 days of the notice of repayment from the LGBT FR Scheme.

127. After considering the evidence and any representations made to the LGBT FR Scheme in the circumstance of a pending repayment notice, the scheme will either:

a. Confirm the extant decision and/or determination outcome;

Or

b. Issue a repayment demand (which requires repayment in whole or in part of the money paid under the decision and/or determination in force).

128. The LGBT FR Scheme will give written notice of that result to the applicant. **Note:** The Limitations Act 1980 will apply for recoveries of LGBT FR payments.

129. **Data Policy.** The MOD is committed to protecting the privacy and security of your personal data and the MOD Privacy notice explains your rights and provides information that you are entitled to under UK data protection legislation. It is important that you read this notice, together with any other privacy notice that may be provided when MOD collects or processes personal information about you so that you are aware of how and why we are using such information. The

[31] See Part 1 for the Scheme's definition of Reverse Burden of Proof.
[32] These rules apply to all applications including from deceased applicants.

MOD Personal Information charter contains the standards you can expect when we ask for, hold, or share your personal information and your rights under the law. Data will only be retained for the duration of the Scheme and will be deleted on closedown of the project by 30 June 2027 at the latest.

LGBT FINANCIAL RECOGNITION SCHEME - GENERIC APPLICATION FORM AND NOTES

Online Applications.

The online application form will be formatted differently to the format as laid out in this Annex, but it will collect all the changes to information and requests for personal details as the application below. The online application process will be divided into two steps:

- **Step 1:** On the LGBT Financial Recognition Scheme Gov.UK page the applicant will be find a link to start the application process (Link). The link will take you to a Defence Gateway registration form where you will provide information such as your name when in service, your name now (if different), your service number and your email. You will also be asked to confirm that you consent to your personnel records being accessed and verify that you served during the period of the Ban. The LGBT FR Scheme will send the applicant, via an email, details about their Defence Gateway account and how to access the Defence Gateway via a link which will allow them access to a bespoke App (known as the LGBT FR Scheme App) on the Defence Gateway platform.
- **Step 2:** The applicant signs in to their Defence Gateway account, which will enable access to the LGBT FR Scheme App, and completes their application and submits it.

For online application forms, an online messaging system through the Scheme App will be used to contact the applicant, together with email contact. This enables the Scheme to correspond with the applicant at various points as the application is processed. The applicant will also be able to monitor progress of their application through the Scheme App. If an applicant has applied online, this will be one of the primary methods, along with emails, by which the Scheme will contact the applicant.

Hard Copy Applications.

If the applicant would prefer to submit a hard copy application they should contact **Veterans UK Helpline** who will send out a hard copy application form with a Freepost envelope:

Email	Freephone (UK only	Telephone (overseas)
veterans-uk@mod.gov.uk	0808 1914 2 18 [Note: Normal Service 8.00 am to 4.00 pm Monday to Friday]	+44 1253 866 043 [Note: Normal Service 8.00 am to 4.00 pm Monday to Friday]

Application Information

Applications for FR payments will be processed in accordance with the LGBT FR Scheme Rules. No applications will be accepted if they are not on an official LGBT FR Scheme application form.

Applications may be submitted by eligible individuals who have served in HM Armed Forces, including Volunteer and Regular Reserves, and were affected by the Ban (1967 to 2000). Individuals cannot apply if their service was in the Armed Forces of another country or if they

served alongside the UK Armed Forces, for example, in the Royal Australian Air Force or Royal Canadian Navy**.**

An application should be completed as fully as possible to avoid delays in processing. The LGBT FR Scheme will not be able to move your application forward whilst it is seeking clarity or confirmation of information or details within the application form. For hard copy applications, if the applicant cannot fit all the information on the application form, the applicant can send extra pages as needed. Please ensure that extra pages are referenced with the applicant's full name and service number.

Please note, the LGBT FR Scheme will close for applications at 2359hr 12 December 2026. All applications, including those that have been withdrawn for editing, must be submitted by this time.

If you have any questions regarding this application form, please contact Veterans UK Helpline via:

Email	Freephone (UK only	Telephone (overseas)
veterans-uk@mod.gov.uk	0808 1914 2 18 [Note: Normal Service 8.00 am to 4.00 pm Monday to Friday]	+44 1253 866 043 [Note: Normal Service 8.00 am to 4.00 pm Monday to Friday]

For hard copy application forms, the applicant is able to make a choice as to which method (letter or email) they wish to be contacted by.

Welfare Support - Getting Counselling, Support or Legal Assistance

During the application process, you will be asked for information about the Ban which relates to treatment you encountered whilst serving. You may have to describe in detail certain events and how they have affected you.

Responding to questions contained in this form may be disturbing and trigger painful memories. The MOD and the LGBT FR Scheme do not wish to cause you further distress and so we suggest that you proceed slowly and that you read and complete this form in a safe place. If you feel anxious or unwell when you think about your experience, we encourage you to seek support from someone, such as a family member, counsellor, a health care professional, friend, or someone else from your community.

You are free to obtain legal assistance/advice with respect to submitting this application form if you wish, but you are not required to do so. Any legal fees incurred will be the sole responsibility of the applicant/individual who engaged/retained the legal services.

All applicants are encouraged to ensure that they have an up to date will in place.

Supporting Documents

When you submit your application form, please also provide any relevant documents that support your application. It is recognised that you may not have any documentation relating to the Ban or the events which impacted you; the submission of supporting documents is not mandatory (less documentation to support an applicant who is terminally ill). However, providing as much information as possible through your accounts and any supporting documents or evidence that

may be available to you, may be of assistance in assessing your application. Of particular assistance may be documents or evidence that:

- provide details of your service (postings, job titles, positions, ranks etc.);
- confirm the details of the Ban which related to events you experienced;
- provide names of witnesses to any relevant incidents;
- detail the injuries or harm you experienced (like physical or psychological medical records);
- confirm if you raised a complaint at the time of the events or incidents;
- and/or
- provide any information regarding the impacts of your experiences and efforts to recover from those impacts.

Evidence Of Terminal Illness. If you have a terminal illness diagnosis, then the FR Scheme will require supporting documentary evidence.

Providing Consent to Release Information

Within the application form you will also be asked to provide written consent confirming that you allow the LGBT FR Scheme access to relevant documents and records held by the MOD to be used in order to provide more information and further evidence in addition to your application. All documents accessed by the LGBT FR Scheme will be handled and managed in accordance with extant MOD policy.

Please Note: If consent is not given to the Scheme to review records held by the MOD, the Scheme will be unable to process the application. For online applicants, this consent is given as part of the Defence Gateway Registration process.

The Ministry of Defence (MOD) is committed to protecting the privacy and security of your personal data and the MOD Privacy notice explains your rights and provides information that you are entitled to under UK data protection legislation. It is important that you read this notice, together with any other privacy notice that may be provided when MOD collects or process personal information about you so that you are aware of how and why we are using such information. The MOD Personal Information charter contains the standards you can expect when we ask for, hold, or share your personal information and your rights under the law.

Fraud

The LGBT FR Scheme will decline to make a recognition payment if it is satisfied that the claimant has, in any part of their application, dishonestly made a false representation or dishonestly withheld information with the intention of obtaining a Financial Recognition payment to which they would not otherwise be entitled.

The LGBT FR Scheme may grant a recognition payment, in whole or in part, to an applicant if it is satisfied that it would be unjust not to do so.

If the LGBT FR Scheme, in the course of administering the scheme, considers that an offence may have been deliberately committed by an applicant or any other person, it must and will notify the police.

Financial Recognition – Payments

The details of the LGBT Financial Recognition Payments can be found at **Annex B** to the LGBT FR Scheme Rules.

Submission of an Application Form

Application Window Open Period: The application window will be open for 24 months from the date of launch (13th December 2024). The online portal will be closed for applications at the date/time published as the closure of the scheme (2359 hrs 12th December 2026). **No applications will be accepted after the online application window has been closed (as per the published date/time). Applicants will not be able to submit an online application after the application window has closed. For hard copy applications which are posted to the LGBT FR Scheme, these will not be accepted if the postmark date is after the date/time of the closure of the scheme.**

APPLICATION FORM INSTRUCTIONS

Applicants are advised that they must complete all sections of the LGBT FR Scheme application form applicable to them and provide as much information and detail as possible.

If the applicant has supporting documents, such as emails, letters, documents, or anything else they consider relevant to their application, the applicant is strongly advised to submit them with their application form.

If an application form is incomplete, the applicant will be asked to provide more details; this may delay the processing of the application. If the applicant does not reply with the information which the LGBT Scheme has requested, the LGBT Scheme will not be able to take the application any further. The information provided will be an important part of what will be considered when deciding if the applicant is eligible for an FR payment.

When completing the application form, online or hard copy, please remember to:

- Read all questions and requests for information carefully before answering.
- If completing a **hard copy** application form, please try to write clearly and legibly. Please write in capital letters if that is easier for you.
- Provide as much detail as you can.
- Answer all the sections of the application form that are applicable to you. If you cannot remember an exact date or precise detail, just provide as much information as you can.
- If completing a **hard copy** application form, please use as many extra sheets of paper as you need to provide as complete and detailed information about your application, while making sure to submit those extra sheets with your application form.
    - If you use extra sheets, please write the question number the extra sheets relate to at the top of each page, and write “see attached extra sheets” in the space provided to answer the question in the application form. If you use extra sheets, reference your full name and service number on each sheet.

Appeal Process

The LGBT FR Scheme includes an appeal process. The appeal process can be found in Section 5 of the LGBT FR Scheme Rules.

Next Steps

After completing a hard copy application form, also remember to:

- Review all of your answers to make sure these are as complete as possible.
- **Make a copy of your application form for your records**.
- Submit the application form along with all extra sheets used to complete any answers, and any requested personal evidence and all supporting documents.

If you need to make changes to any information submitted in your application form after you have submitted it to the LGBT FR Scheme, please do so as soon as possible. The application form will enter the Initial Application Check phase of the process 2 weeks after the submission date (or on 13th December 2026, whichever is sooner), which will allow applicants to make changes to their applications if they wish to do so. Examples of important changes include a change of address or any new information about your application. For online applicants, changes can be made up to 2 weeks after submission (if prior to Scheme closure on 12th December 2026 at 2359hrs) on the Scheme App (hard copy applicants can contact the LGBT FR Scheme by email or letter). After this point the application will enter the initial application check phase. If an applicant (online or hard copy) wishes to make minor amendments to their application post the 2 week point they should contact the LGBT FR Scheme via:

- Email: LGBT-FRScheme@mod.gov.uk
- Post:

  Freepost LGBT FR SCHEME

Please put your return address and/or postcode on the back of the envelope.

Note: If a Legal Representative is completing the Application form for the applicant, they are to ensure that the applicant's details are completed in Sections 1 and 2. Legal Representatives have to submit their details at the end of Section1 for hard copy applicants and at the start of Section 1 for online applicants.

Example Copy - The LGBT FR Scheme Application Form	
Section 1: Applicant's Details	
Part I.a. Name and Contact Information Any communication from the LGBT FR Scheme will be sent via the contact information provided below.	
Addressing Title: (Mr, Mrs, Ms, Doc etc.) If your preference is no addressing title, please put **"Nil."**	
Current first name(s).	
Current last name. **Note:** This is the name which the Proof of Identity needs to show.	
Last name and first names when in service. Please also provide any previous names (last names and first names) used whilst a member of HM Armed Forces.	
Proof of Current Identity A scanned copy of a government issued form of photo identification: Examples of accepted documents: HM Armed Forces Veterans Card. Northern Ireland Voter's Card showing applicant's current address. Overseas national identity document. Valid full UK photocard driving licence Valid UK photocard provisional licence. Valid UK passport. Other (please specify). See Gov.UK advice and guidance on 'proof of identity checklist for individuals'.	Please confirm which identity document you have submitted.
Evidence of Name Change	This evidence needs to show a link between your name when you were serving and your name now.

Evidence of name change(s) from when you were in service to your current name. Deed Poll Marriage Certificate Updated Adoption Certificate Updated Birth Certificate Other (Please Specify)	
Correspondence/home address including postcode: If you live overseas, please detail your full overseas address including the country.	<table><tr><td></td></tr><tr><td></td></tr><tr><td></td></tr><tr><td></td></tr><tr><td>Postcode:</td></tr><tr><td>Country</td></tr></table>
Proof of Address: Examples of proof of address (dated within the last 3 months): **Note:** You **cannot** use the same document for proof of identity and proof of address. Bank, Building Society or Credit Card Statement DWP Document - Confirming Right to Benefits DWP Document - Confirming Right to State Pension HMRC (Inland Revenue) Tax Document Household Utility Bill (Not Mobile Phone) Land Registry Letter Confirming Recent House Purchase Local Authority Rent Book Local Authority Tax Bill Northern Ireland Voter's Card Overseas National Identity Document Solicitor's Letter Confirming Recent House Purchase Temporary Accommodation Confirmation Letter Valid Full UK Photocard Driving License Valid Provisional UK Photocard Driving	Please confirm which proof of address document you have submitted.

License Other (Please Specify)		
Contact email address: This may be used for contact purposes or to send autogenerated messages from the LGBT FR Scheme as to the progress of your application.		
If we need to contact you, how would you like to be contacted? For Hard copy application forms. For all online application forms, an online messaging system will be used to contact the applicant. This enables the Scheme to correspond with the applicant at various points as the application is being processed. **Note:** if a Legal Representative is completing this application on behalf of the applicant, the FR Scheme will make contact via the Legal Representative.	**By Letter:**	**By email:**
Date of Birth:	Day / Month / Year	
Mobile Phone Number: This may be used to send autogenerated messages from the LGBT FR Scheme as to the progress of your application.		
National Insurance Number: Example: QQ 12 34 56 C		

Means Tested Benefits. Are you in receipt of means tested benefits (income related benefits such as: universal credit, housing benefit, income support, income-related employment and support allowance, income-based jobseeker's allowance or Pension Credit)?	**Yes:** ☐	**No:** ☐
Do you wish to declare that you have a terminal illness, are experiencing severe financial hardship or are 80 years of age over and would like to have your application prioritised? **[See Scheme Rules for guidance]**	**Yes:** ☐	**No:** ☐
If you have declared that you have terminal illness you will need to provide us with some supporting documentation which will help us to prioritise your application. Recommended documentation could be: • a letter from your GP or consultant or other suitably qualified medical professional, • confirmation that you are in receipt of DWP Special Rules (SR1) allowance, • letter from hospice care provider etc.,. **The LGBT FR Scheme is encouraging all applicants to ensure that they have an up to date will in place.**		
Please detail what documentation you are attaching to support your declaration of terminal illness.		
Are you making a claim on behalf of an applicant as their legal representative? If "No" continue to Section 2.	**Yes:** ☐	**No:** ☐
Note: Legal representatives must complete Part 1.b. below.		
Part 1.b. Legal Representatives Details.		
Addressing Title: (Mr, Mrs, Ms, Doc etc.) If your preference is no addressing title, please put **"Nil."**		

Legal Representative's First Name(s):	
Legal Representative's Last Name:	
Proof of Identity A scanned copy of a government issued form of photo identification: Examples of documents: HM Armed Forces Veterans Card. Northern Ireland Voter's Card showing applicant's current address. Overseas national identity document. Valid full UK photocard driving licence Valid UK photocard provisional licence. Valid UK passport. Other (please specify. See Gov.UK advice and guidance on 'proof of identity checklist for individuals'.	Please confirm which identity document you have submitted.
Legal Representative's relationship to applicant:	
Full address of legal representative:	<table><tr><td></td></tr><tr><td></td></tr><tr><td></td></tr><tr><td></td></tr><tr><td>Postcode:</td></tr><tr><td>Country</td></tr></table>

Proof of Address: Examples of proof of address (dated within the last 3 months): **Note:** You **cannot** use the same document for proof of identity and proof of address. Bank, Building Society or Credit Card Statement DWP Document - Confirming Right to Benefits DWP Document - Confirming Right to State Pension HMRC (Inland Revenue) Tax Document Household Utility Bill (Not Mobile Phone) Land Registry Letter Confirming Recent House Purchase Local Authority Rent Book Local Authority Tax Bill Northern Ireland Voter's Card Overseas National Identity Document Solicitor's Letter Confirming Recent House Purchase Temporary Accommodation Confirmation Letter Valid Full UK Photocard Driving License Valid Provisional UK Photocard Driving License Other (Please Specify)	Please confirm which proof of address document you have submitted.	
Mobile Phone Number: This may be used to send autogenerated messages as to the progress of the application.		
Email address of legal representative:		
If we need to contact you, how would you like to be contacted?	**By Letter:** ☐	**By email:** ☐
If you are acting on behalf of the applicant as their legal representative, you must attach documentation to verify your eligibility to act on the applicant's behalf.		
Attached are the following documents verifying my eligibility to act on behalf of the applicant:		

a. If the applicant is in the UK:
(1) Evidence to show a person exercising power of attorney over the applicant's financial affairs or deputy, guardian or controller with responsibility for the applicant's financial affairs;
(2) A letter, written and signed by the applicant, nominating a specific person, to assist them with their application; or
(3) a legal professional.

b. If the applicant resides outside of the UK:
(1) a person who has evidence which demonstrates that they have the authority to exercise corresponding powers of attorney on behalf of the applicant;
(2) A letter, written and signed by the applicant, nominating a specific person, to assist them with their application; or
(3) a legal professional.

(**Note:** Any legal fees incurred will be the sole responsibility of the applicant/individual who engaged/retained the legal services).

[Confirm the document which you, as the Legal Representative, have attached].

Section 2: Service Details		
Hard copy: Are you a veteran/former member of HM Armed Forces?	**Yes:**	**No:**
Hard copy: Are you a current member of HM Armed Forces?	**Yes:**	**No:**
What was/is your Service Number?		
What years did you serve? Please indicate if you served as a Regular member of HM Armed Forces or as Reservist member of HM Armed Forces. *Example:* *1976 to 1984 Regular Service* *1985 to 1992 Reserve Service* If **still serving**, please enter your enlistment date. Please include all periods of service if you have had a break in service or have moved between Regular and Reserve service. Example: *1996 to date Regular*		

Once you have fully completed Sections 1 and 2 please move on to Section 3 to select which Financial Recognition payment type you wish to apply for.

- **LGBT Dismissed or Discharged Payment:**

  - LGBT Dismissed or Discharged Payment, for those who were dismissed or discharged solely on the basis of their actual or perceived sexual orientation or gender identity during the Ban.

    Or

  - LGBT Dismissed or Discharged Payment: Officers who were ordered or instructed to resign or retire by their respective Service Board, solely on the basis of their actual or perceived sexual orientation or gender identity during the Ban.

And/or

- **LGBT Impact Payment:** for those who experienced pain and suffering due to the lived experience which they endured during their Service, which was directly related to the Ban.

An applicant for a LGBT DD Payment can also apply for a LGBT Impact Payment.

Please ensure that you complete this application form as comprehensively as possible with any and all supporting documentation which you have access to and wish to submit to support your application.

Section 3 – Application for a Financial Recognition Payment.		
LGBT Dismissed or Discharged Payment (DD Payment)		
Do you wish to apply for a LGBT DD Payment because you were discharged or dismissed from HM Armed Forces for an offence or incident which was solely on the basis of your actual or perceived sexual orientation or gender identity, during the Ban?	**Yes:** ☐	**No:** ☐
The applicant **<u>may</u>** wish to provide details about their dismissal or discharge and how it was solely on the basis of their actual or perceived sexual orientation or gender identity during the Ban, which may include the following: (If the applicant wishes to provide any supporting documentation this should be attached to this application form). Only text/written evidence will be accepted. • The date of the dismissal or discharge; • The position or title held at the time of dismissal or discharge; • The organisation or sub-organisation from which the person was dismissed or discharged; • The reason or reasons for the dismissal or discharge; • Any other relevant details or information relating to the dismissal or discharge.		

Or **LGBT DD Payment for Officers** who were ordered or instructed to resign or retire by their respective Service Board.		
Do you wish to apply for a LGBT DD Payment based on the fact that you, as an officer, were ordered or instructed by your respective Service Board to tender your resignation or retire; and this order or instruction by the Service Board, which was solely on the basis of your actual or perceived sexual orientation or gender identity, during the Ban?	**Yes:** ☐	**No:** ☐
The applicant <u>may</u> wish to provide details about the order or instruction to resign or retire and how it was solely on the basis of their actual or perceived sexual orientation or gender identity during the Ban, which may include the following: (If the applicant wishes to provide any supporting documentation this should be attached to this application form). Only text/written evidence will be accepted. • The date of the resignation or retirement; • The position or title held at the time of resignation or retirement; • The organisation or sub-organisation from which the person resigned or retired; • The reason(s) why you were ordered or instructed to resign or retire; • Any other relevant details or information relating to the resignation or retirement.		

LGBT Impact Payment; for those who were impacted by the Ban	**Please Note:** Applicants who have applied for a LGBT DD Payment can also apply for a LGBT Impact Payment.	
Do you wish to apply for a LGBT Impact Payment as you were impacted by the Ban? You may have experienced pain and suffering during your service in HM Armed Forces, which was directly related to the Ban.	**Yes:** ☐	**No:** ☐
LGBT Impact Payment applications will be reviewed and determined by an Independent Panel. The details of the LGBT Impact Payment can be found in Parts 2 and 4 and Annex B of the Scheme Rules.		

Please describe the experiences which caused you pain, suffering or hurt which were directly related to the Ban and occurred whilst you were a member of HM Armed Forces. Please provide your statement in the space provided below or in a separate document and attach it to this application form.

To be eligible for an LGBT Impact Payment you need to have served in HM Armed Forces between 27 July 1967 and 11 January 2000, and during your service:

- Suffered mental or physical harm (including physical and sexual assault) related to the Ban;
- Were investigated by either the Service Police or their Chain of Command in relation to the Ban;
- Felt that your lived experience as a member of HM Armed Forces suffered because of the culture within the Services which was directly related to the Ban;
- Experienced bullying/harassment, verbal or physical abuse which was directly related to the Ban;
- Felt pressured to leave HM Armed Forces because of the Ban;
- Were subject to invasive investigations by the Service Police, including off base surveillance, outing of your sexuality or gender identity to family and friends;
- Were imprisoned due to an offence related to the Ban; and/or
- Were forced to undergo medical tests or 'treatments' which were related to the Ban.

Although for many this will be a difficult process to recall some of the events and/or incidents, please provide as many details as you can to describe the events, incidents or impact which you experienced during your service. This may include, but is not limited to:

- The nature and degree of the impact which the Ban had on you;
- As many details as you can provide about any specific related injury or diagnosis.
  If you suffered sexual assault, can you describe what happened to you.
  If you were physically assaulted, can you describe your injuries.

If you were subjected to verbal abuse or bullying/harassment, can you describe what happened.
If you were subjected to medical treatment related to your sexuality or suspected sexuality or gender identity, can you describe what happened.
If you were imprisoned can you provide as many details as you can.

- When did the events, incidents, pain and suffering, harm or injury happen?
- Where did the events, incidents, pain and suffering, harm or injury happen?
- What was the duration of the event(s), incidents, pain and suffering, harm or injury?
- How were the event(s), incidents, pain and suffering, harm or injury connected to the Ban?
- Was there any medical or professional attention, examinations or treatments received in respect of the events, incidents, pain and suffering, harm or injury?
- Who inflicted this pain and suffering, harm or injury?
- Can you identify who may have been involved (you do not have to name individuals if you do not feel comfortable doing so), or observed, or had been aware of the infliction of the pain and suffering, harm or injury?
- Was there a culture in your unit(s) which seemed to accept unacceptable behaviour towards individuals who were or suspected of being LGBT?

and

- How did these experiences affect you and others around you (including any emotional, physical or psychological effects)?

Please note: we are providing the list above as a handrail only, not as a prescribed template. Applicants **are free** to submit their accounts in any written format they feel most comfortable with. If you do not have or do not wish to provide any supporting documentation, then, providing as much information as possible through your written account of what happened will assist us when assessing your application.

Please note: you are not required to provide the names of perpetrators or witnesses if you are not comfortable doing so.

Section 4 - Do You Have Any Relevant Records?

It is fully recognised and understood that due to the passage of time you may not have any documentation or records relating to the Ban. You are not required to file a Subject Access Request to obtain documents. However, in order to assist with your application, you are advised to attach all documents or other records you may have in your possession or control that are relevant to the harms identified in this application form from the time when you served in HM Armed Forces. Only text/written evidence will be accepted. Relevant documents may include those which:

· provide details of employment or membership (postings, job titles, positions);
· confirm the details of the treatment you experienced and its connection to the Ban;
· provide names of witnesses to any relevant incidents (though please note that you are not required to provide the names of perpetrators or witnesses if you are not comfortable doing so);
· detail the injuries or harm you experienced (if possible supported by medical records or assessments);
· confirm any complaints which you made;
and
· provide information regarding the impact of your experiences and the efforts to recover from those impacts.

Records which you might have, include:

· reports of any incidents or events which occurred when in service (which were related to the Ban); the dates or times of these incidents or events if known and their outcomes;
· evidence of injuries sustained as a result of the Ban (including but not limited to physical or psychological medical records);
· documents from your personnel file;
· documents which may have been part of an investigation;
· any complaint made in relation to the matters in question;
or
· any other written document, letter, report, memo, email or diagram that may support, confirm, clarify or augment the descriptions and accounts set out in this application of incidents or events which took place during the time you served.

Applicants will not be asked to appear in person before the Independent Panel or the Appeal Board. The FR Scheme will not pass any details given to any party outside of the FR Scheme including reporting any potential criminality for investigation. Applicants are encouraged report any crimes to the civilian police.

If any records which you wish to submit contain operationally sensitive information (locations, dates, names of units, operation names etc.,.) advice should be taken from the LGBT FR Scheme to determine if such records should be submitted via the online application process or via another process in order to ensure the protection of that material. [LGBT-FRScheme@mod.gov.uk]

Attached are the following relevant documents:

Section 5: Bank Details

Please supply the bank account details to which, if you are successful with this application, you (the applicant) want any Financial Recognition payment(s) to be made.

Please note: if you are the legal representative acting on behalf of the applicant, the bank account is to be in the applicant's name, not the name of the legal representative.

Important: You are strongly advised to quickly inform the LGBT FR Scheme if the bank account details change.

Full name of bank, building society or other account provider

Name of the account holder - exactly as it is shown on the cheque book, bank card or statement

Sort Code (please put down all 6 numbers e.g., 12-34-56			-			-		

Account Number. Most account numbers are 8 numbers long. If your account number has fewer than 10 numbers please fill in the number from the left.									

Building Society Account. If you are using a building society account, you may need to include the roll or reference number. This may be made up of letters and numbers and may be up to 18 characters long. If you are not sure if the account has a roll or reference number, please ask the building society.

Accounts outside the UK.

You are advised to look at your overseas bank statement or ask your overseas bank for the information which is needed.

If you want the LGBT FR Scheme to make a payment to an account outside of the UK, we will need the following details:

International Bank Account Number (IBAN)																	
Business Identifier Code (BIC) (optional)																	
If you want the LGBT FR payment to be made to an account that is outside of the UK, and is not in the Single European Payments Area (SEPA), you will need to provide the following details:																	
Name and Address of the Bank																	
Country:																	
Swift																	
Bank/Branch Code (BSB Code)																	
Type of Account, e.g., Saving/Checking																	

Section 6: Consent to Release MOD Records.		
MOD cannot release records in a manner which will facilitate locating the relevant documentation unless the applicant's consent is provided. Applicants are requested to consent, in the first box below, to the release of all records containing personal information held by the MOD, which may include records containing medical in confidence information or documents. The second box is for consent to release MOD held medical in confidence records for review by the Scheme's Medical Officer. Records will be released only to support the processing and progression of applications to the LGBT FR Scheme.		
Confirmation of Consent by the applicant.		
Hard copy only. I consent to the review of records containing my personal information that are in the possession of the MOD or provided to the MOD, including records which may contain medical in confidence information or documents, by the MOD. I agree that these records may be reviewed by any FR Scheme case manager, Independent Panel or Appeal Board members (or Secretariat Staff working on their behalf) for the purpose of progressing my application for a LGBT Financial Recognition payment. **Please Note:** If consent is **not given** to the Scheme to review records held by the MOD, the Scheme will be unable to process your application.	**Yes:** ☐	**No:** ☐
I consent to the review of medical records containing my personal information that are in the possession of the MOD or provided to the MOD, including records which contain medical in confidence information or documents, by the MOD. I agree that these medical records may be reviewed by the Scheme's Medical Officer, any Scheme case manager, Independent Panel or Appeal Board members (or Secretariat Staff working on their behalf) for the	**Yes:** ☐	**No:** ☐

purpose of progressing my application for a LGBT Financial Recognition payment(s).		
All documents and data will be handled in accordance with MOD Data Protection regulations and in accordance with the DPA 2018.		
Signature of applicant:		
Signature of legal representative (if applying on behalf of an individual):		
Date:		

Section 7: Certification	
By completing this application form and signing below, I certify that the information provided in this application form is true to the best of my knowledge. I understand that if I knowingly give information that is materially incorrect, incomplete or dishonest, I may be liable to having civil or criminal legal action taken against me. **Veracity of Information in this Application Form** I confirm that all of the information provided in, or with, this application form is true, whether made by me or on my behalf. Where someone has helped me with this application form, that person has read to me everything they have written and included with this application form, as necessary to allow me to understand the content of this completed application form and any attachments to it. If the applicant is incapacitated or impaired which may prevent them from understanding fully what is being read to them or understanding that an application is being made on their behalf by a legal representative, the legal representative has to be confident that submitting an application would likely be the wishes of the applicant if they had capacity. **LGBT FR Scheme Independent Panel** I recognise that the LGBT FR Scheme has stood up an Independent Panel to review all LGBT Impact Payments applications and this Panel will undertake this activity in a fair and reasonable manner in accordance with the Scheme rules which align to the intent of the Independent Review's recommendations. **LGBT Impact Payment Applications** I further understand that the Independent Panel will attempt to support the truthfulness of my statements by seeking information, records or data held by MOD as necessary to support the application (unless fraudulent activity is suspected or proven). This may also include the request to the applicant for medical information to support any medical challenges/conditions which an applicant detailed within the application form.	
Signature of applicant:	
Signature of legal representative (if submitting an application on behalf of an applicant): **Evidence must have been supplied to support this role. (Section 1)**	
Date:	

Financial Recognition Scheme – Payment Types and Tariff Table

LGBT DD Payment	
Eligibility	**Recognition Payment Amount**
Anyone who was dismissed or administratively discharged based solely on their actual or perceived sexuality or gender identity, between 27 July 1967 and 11 January 2000. (This includes officers who were ordered or instructed to resign or retire by their respective Service Board, solely on the basis of their actual or perceived sexual orientation or gender identity during the Ban.)	Flat-rate payment of £50,000

Note: The LGBT Impact Payments will be determined by the Independent Panel (IP). The IP will make the determination for each individual case brought before an IP sitting. The IP will determine which Level the case falls within and will then make a determination on the Impact Payment amount within the financial band for the Level. Only in the most exceptional of cases, having sought independent legal advice, may the IP determine an Impact Payment amount which is in the financial band above the Level which the IP has determined the application sits within. The IP cannot award an Impact Payment amount which is higher than the Level Three financial band.

LGBT Impact Payment	
Eligibility	**Recognition Payment Amounts**
Level One: Not investigated; left voluntarily or continued to serve. *And/or* Suffered from cultural issues (feeling unable to be themselves etc). *And/or* Bullying/harassment.	£1,000 - £5,000

And or Sexual assault that meets the definition of B1, B3 or B4 within the Criminal Injury Compensation Scheme[33].	
Level Two: Investigation which did not lead to discharge/dismissal. *And/or* Severe bullying/harassment or physical abuse. *And/or* Pressured to resign or leave. *And/or* Sexual Assault that meets the definition of B7 or B8 within the Criminal Injury Compensation Scheme.	£5,000 - £10,000
Level Three: Invasive investigation (off-base surveillance; 'outing' to family etc.) *And/or* Imprisonment. *And/or* Forced medical tests or 'treatments'. *And/or* Sexual Assault that meets the definition B9, B10, B11 or B12 within the within the Criminal Injury Compensation Scheme.	£10,000 - £20,000

[33] The LGBT FR Scheme is using the "definitions" (some of which are adapted) of sexual assault within the Criminal Injury Compensation Scheme. Criminal Injuries Compensation Scheme 2012 (publishing.service.gov.uk) The LGBT FR Scheme monetary payment ranges are as published in this table. The LGBT FR Scheme is NOT a compensation scheme; it is an voluntary ex-gratia payment scheme.

Warning: The detail within this Annex contains references to sexual assault, which some readers may find distressing. If you need support, please consider reaching out to one of our partnered charities (The Royal British Legion and Fighting With Pride) or the Veterans Welfare Service. Contact details can be found here.

Sexual Assault Mapping Table

The Sexual Assault Mapping Table below has been created and adapted from information from the Criminal Injuries Compensation Scheme (Page 69 to 70 - Link) and information from Financial Recognition Scheme – Payment Types and Tariff Table (LGBT Impact Payments) at Annex B above. **Note to applicants:** The LGBT FR Scheme is using the "definitions" of sexual assault within the Criminal Injury Compensation Scheme. The LGBT FR Scheme monetary payment ranges are as published in this table. The LGBT FR Scheme is NOT a compensation scheme; it is a voluntary ex-gratia payment scheme.

Sexual Assault Mapping Table			LGBT FR Scheme Financial Banding
Minor - non-penetrative sexual physical act(s) over clothing.	B1	**Level 1**	£1000 to £5000
Serious - non-penetrative sexual physical act(s) under clothing.	B3	**Level 1**	£1000 to £5000
Severe - non-penile penetration or oral-genital act(s)	B4	**Level 1**	£1000 to £5000
Pattern of repetitive frequent sever abuse (whether by one or more attackers) over a period.			
Up to 3 years	B7	**Level 2**	£5000 to £10,000
3 years or more	B8	**Level 2**	£5000 to £10,000
Resulting in serious internal bodily injuries	B12	**Level 3**	£10,000 to £20,000
Resulting in mental illness	B12	**Level 3**	£10,000 to £20,000
Non-Consensual penile penetration or one or more of vagina, anus or mouth			
One incident	B9	**Level 3**	£10,000 to £20,000
One incident involving two or more attackers	B10	**Level 3**	£10,000 to £20,000
Resulting in serious internal bodily injuries	B12	**Level 3**	£10,000 to £20,000
Resulting in mental illness	B12	**Level 3**	£10,000 to £20,000
Pattern of repetitive incidents (whether by one or more attackers) over a period			
Up to 3 years	B11	**Level 3**	£10,000 to £20,000
3 years or more	B12	**Level 3**	£10,000 to £20,000

GENERIC APPEAL REQUEST FORM

Applicants will/can submit an Appeal Request online via their Defence Gateway account on the Scheme App.

A hard copy Appeal Request form can be obtained via Veterans UK.

Email	Freephone (UK only	Telephone (overseas)
veterans-uk@mod.gov.uk	0808 1914 2 18 [Note: Normal Service 8.00 am to 4.00 pm Monday to Friday]	+44 1253 866 043 [Note: Normal Service 8.00 am to 4.00 pm Monday to Friday]

An Appeal can only be submitted after a LGBT DD Payment decision letter and/or a LGBT Impact Payment determination outcome has been issued to the applicant. The applicant is advised they should read the Scheme Rules to confirm the grounds on which an Appeal will be accepted for consideration by the Appeal Board.

In accordance with the Scheme Rules an applicant must request an Appeal within the timeframe specified on their decision or determination outcome letter. Appeal requests outside of this time period will not be accepted. However, the time period for Appeals may be extended if there are compassionate or personal reasons why the applicant did not or could not raise the Appeal Request within the set time period. The reason should be supported by evidence.

An applicant will be able to submit up to two Appeal Requests per LGBT FRS payment type. If an applicant is informed that their first Appeal Request does not meet any of the appeal criteria, an applicant will have the option to submit a second Appeal Request.

Applicants who wish to submit a second Appeal Request will get a further **2 weeks** from the date of their first 'Appeal Request – Not Meeting Appeal Criteria' letter to raise their second Appeal Request.

If an applicant is informed that their second Appeal Request does not meet any of the appeal criteria this will conclude the application and appeal process for the LGBT FRS Scheme and there will be no further opportunity to raise an Appeal Request for that FR payment type.

Addressing Title: (Mr, Mrs, Ms, Doc etc.) If your preference is no addressing title, please put **"Nil."**	

Current Full Name				
Last Name when in Service				
Service Number				
National Insurance Number				
LGBT FRS Application Reference:				
I wish to Appeal against **a LGBT DD Payment decision.**	Yes		No	
Criteria for a **LGBT DD Payment** decision appeal:				
a. There was a material procedural error in the processing of the application form.	Yes		No	
b. The decision was based on a material error as to the facts.	Yes		No	
c. There is new evidence, and it is likely that the decision would have been materially different if the evidence had been made available to the person or panel determining the application.	Yes		No	
The reason(s) I wish to raise an Appeal Request against a **LGBT DD Payment** decision is/are as follows:				

I wish to Appeal against a **LGBT Impact Payment** determination outcome.	Yes		No	
Criteria for a **LGBT Impact Payment** determination outcome appeal:				
a. There was a material procedural error in the processing of the application form.	Yes		No	
b. The decision was based on a material error as to the facts.	Yes		No	
c. There is new evidence, and it is likely that the decision would have been materially different if the evidence had been made available to the person or panel determining the application.	Yes		No	
The reason(s) I wish to raise a **LGBT Impact Payment** determination outcome Appeal Request is/are as follows:				

I confirm that I have attached evidence to support my Appeal Request.	Yes		No	

Please list the supporting documentation which you are submitting. Please do not enclose originals.

Late Appeal Justification - Appeal Request – Submission Window.

Please note that in accordance with the Scheme Rules, Appeal Requests are to be submitted within the timeframe specified on the Decision or Determination outcome letter(s) for the first appeal.

Applicants will be able to submit up to two Appeal Requests per LGBT FRS payment type. If an applicant is informed that their first Appeal Request does not meet any of the appeal criteria, applicants will get a further 2 weeks from the date of their first 'Appeal Request – Not Meeting Appeal Criteria' letter to raise their second Appeal Request.

If the submission of this Appeal Request is **outside** of this timeframe, kindly include an explanation as to why the Appeal Request was not submitted within the specified submission window.

The reason for submission outside of the submission window should be supported by some form of evidence if possible.

Signature of applicant:	
Signature of legal representative (if submitting an Appeal Request on behalf of an applicant):	
Full name of legal representative.	
Date:	

Please send your completed hard copy Appeal Request form to:

Freepost LGBT FR SCHEME

Please put your return address and/or postcode on the back of the envelope.

Alternatively, you can email scanned copies, or an electronically completed Appeal Request forms to:

LGBT-FRScheme@mod.gov.uk

Please ensure that you keep a copy of the completed Appeal Request form for your own records.