

Extended benefit payment



9

Number 9 in a series of
benefit information leaflets.



**BOROUGH OF
BROXBOURNE**

www.broxbourne.gov.uk

Extended benefit payment

Extended benefit payment is a continuation of your Housing Benefit or Council Tax Benefit (or both) for up to four weeks when you start a new job or increase your working hours.

This leaflet is part of a series (illustrated opposite) produced by a group of local authorities to help make Housing Benefit and Council Tax Benefit easier to understand.

- 1 How to claim benefit
- 2 Backdating your benefit claim
- 3 Change of circumstances
- 4 Non-dependants
- 5 Help with child-care costs
- 6 Self-employed benefit claims
- 7 Student benefit claims
- 8 Overpayment of benefit
- 9 Extended benefit payment
- 10 Discretionary housing payment
- 11 Benefit on two homes
- 12 Temporary absence from your home
- 13 Home visits
- 14 Discussing your benefit claim with other people
- 15 How to appeal

How much do I get?

You will normally receive the same amount of Housing Benefit and/or Council Tax Benefit as you did in the last week before you started work or increased your hours.

Who qualifies for the payment?

You qualify for extended benefit payment if:

- you or your partner start working at least 16 hours per week, or increase the hours worked to at least 16 hours per week; and
- this change in working hours is expected to last for at least five weeks; and
- you or your partner have been receiving Jobseeker's Allowance, Income Support, Incapacity Benefit or Severe Disablement Allowance continuously for at least 26 weeks, and it will now be ending; and
- you are under 60; and
- you are still liable to pay rent, Council Tax or both.

How do I claim for extended benefit payment?

Just tell us or the Job Centre about your job or increased hours within one month.

Claiming Housing Benefit and Council Tax Benefit after the extended payment has finished

When your extended benefit payment has finished, you may be entitled to claim again for Housing Benefit and Council Tax Benefit if you think your income is still low.

You will need to complete a form and return it as soon as possible. Any new benefit will be based on your new circumstances.

If, while you are getting extended benefit, you think you may still be entitled to benefit even after the extension period has ended, we suggest you complete a form as soon as possible. Don't wait until the extended benefit period has finished.

Other formats

This leaflet is also available in large print, Braille, on audio cassette and in other languages. Please contact us if you need this leaflet in one of these formats.

This leaflet gives basic advice and is a general guide. If you have a question that is not answered in this leaflet, or if you want more advice, please contact us.

Participating authorities: Broxbourne, Dacorum, Hertsmeire, Ipswich, Lincoln City, North Herts, St Albans, Stevenage, Three Rivers and Welwyn Hatfield.



Where to get help and advice

To get more information you can write to us at:

Benefit Service
Borough of Broxbourne
PO Box 512
Waltham Cross
EN8 9ZH

Or you can visit us at:

Borough Offices
Bishops' College
Churchgate, Cheshunt
Herts EN8 9XG

Offices are open: Mon, Wed, Thu 8.30am – 5.30pm
Tue 8.30am – 7.30pm
Fri 8.30am – 5pm Sat 9am – 1pm

Telephone: 01992 785503

Minicom: 01992 785581

Email: benefits@broxbourne.gov.uk

Fax: 01992 626917

Website: www.broxbourne.gov.uk

Other organisations that provide help and advice

Citizens Advice Bureau
Old Bishops' College
Churchgate, Cheshunt
Waltham Cross
Herts EN8 8XP

Offices are open: Mon, Tue, Fri 10am – 3pm