



Department
for Work &
Pensions

Sure Start Maternity Grant notes

We have many different ways we can communicate with you

If you would like braille, British Sign Language, a hearing loop, translations, large print, audio or something else please call us on **0800 169 0140** or textphone **0800 169 0314** and tell us which you need.

If you live in Wales and want these notes and form in Welsh please call us on **0800 328 1744**.

Calls to 0800 numbers are free from landlines and mobiles.

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Important information

Before you fill in the claim form you need to read these notes. They contain important information and help explain some of the questions we ask you and why we are asking them. You can also find this information at [**www.gov.uk/sure-start-maternity-grant**](http://www.gov.uk/sure-start-maternity-grant)

Please note you can only get a Sure Start Maternity Grant if:

- a health professional such as your doctor or midwife has provided confirmation of your pregnancy or childbirth, using a MATB1 or other written statement. This statement must include your:
 - name
 - parent or claimant's National Insurance number
 - expected week of confinement
 - date of birth of child or children
 - health professionals full name and signature, surgery or office address
 - PIN number
 - contact telephone number.
- we receive your filled in claim form from 11 weeks before the week the baby is due to be born, and
- within 6 months of the baby being born, or
- you are claiming within 6 months of a baby being placed with you that is not more than 12 months old.

For more information about when to claim, please see **page 5** or go to [**www.gov.uk/sure-start-maternity-grant/how-to-claim**](http://www.gov.uk/sure-start-maternity-grant/how-to-claim)

Treating people fairly

We are committed to the Equality Act 2010 and treating people fairly. To find out more about this law, search 'Equality' on [**www.gov.uk**](http://www.gov.uk)

A **Sure Start Maternity Grant** is a one off payment to help towards the costs of having a new baby or becoming responsible for a child aged under 12 months old.

You do not have to pay the grant back and it will not affect your other benefits or tax credits. For more information, go to www.gov.uk/sure-start-maternity-grant

If you live in Scotland

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

There are other grants available. Go to:

www.mygov.scot/best-start-grant-best-start-foods

Who can get a Sure Start Maternity Grant?

Usually to get a Sure Start Maternity Grant, you or your partner must:

- live in England and Wales
- be pregnant with your first child
- already have a child or children aged under 16 living in your family household but you are expecting a multiple birth, such as twins or triplets, or
- have a child or children under 16 from before you arrived in the UK and one of the following is true:
 - have been granted refugee or humanitarian protection status
 - you left Afghanistan because of the collapse of the Afghan government which happened on 15 August 2021 or
 - you were resident in Ukraine immediately before 1 January 2022 and you left because of the Russian invasion on 24 February 2022
- are responsible for a child or children, such as a Kinship Carer and the child or children was under 12 months old when this arrangement started
- you are claiming from 11 weeks before the week you or the dependent child's baby or babies is due to be born
- you are claiming no later than 6 months after your baby or babies was born or the date you become responsible for a child or children that is no more than 12 months old, **and**
- **be getting one of the following benefits:**
 - Universal Credit
 - Child Tax Credit
 - Working Tax Credit which includes a disability or severe disability element
 - Income Support
 - Income-based Jobseeker's Allowance
 - Income-based Employment and Support Allowance
 - Pension Credit
 - Support for Mortgage Interest.

If you get Maternity Allowance you can also apply for a Sure Start Maternity Grant if you get one of the benefits listed above.

If you are waiting for a decision on a benefit listed or you have asked for your Child Tax Credit award to be reviewed, you can still claim a Sure Start Maternity Grant, but you must claim from 11 weeks before the week your baby is due to be born, and before your baby is 6 months old.

If you are getting one of the benefits listed, and you need help with buying things for a baby that:

- has recently been born or is expected to be born in the next 11 weeks, **and**
- you are the mother, father or expectant mother or their partner,
- or you are getting benefit for the mother or expectant mother and they are under 20 years of age, or
- was recently born and you have become responsible for that child. For example, a Kinship carer, or
- is the subject of an adoption or residence order, or
- is the subject of a parental order in respect of a surrogate birth, or
- has been placed with you for adoption, or
- you have been appointed the child's guardian, or
- you have adopted overseas, or
- you have been granted a parental order with your partner under section 30 of the Human Fertilisation and Embryology Act 1990 or section 54/54A of the 2008 Act.

You will **not** get a Sure Start Maternity Grant if:

- there are any children under 16 years of age living with you, regardless of where they were born, except in circumstances as listed above
- the Best Start Grant, Pregnancy and Baby Payment has already been paid to you or someone else for this baby or babies
- you are claiming earlier than 11 weeks before the week you are due to give birth to your baby or babies
- you are claiming 6 months after the date your baby or babies was born or the date you become responsible for a child or children
- the child or children you become responsible for is aged more than 12 months old.

For more information on who can get a Sure Start Maternity Grant, go to [**www.gov.uk/sure-start-maternity-grant/eligible**](http://www.gov.uk/sure-start-maternity-grant/eligible)

When to claim a Sure Start Maternity Grant

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

If you are pregnant, you can claim from 11 weeks before the week your baby is due. **You must make your claim before your baby is 6 months old.**

If you become responsible for a child under 12 months old, **you must claim within the first 6 months of the child being in your care.**

If the claim is being made by the father or partner of an expectant mother before the birth of the baby, a Sure Start Maternity Grant can only be paid if the couple are living together. Claims from a single person other than the expectant mother cannot be paid before the birth of a baby.

We use partner to mean:

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

If you receive Universal Credit, we may not be able to make a decision on your Sure Start Maternity Grant claim until after your next Universal Credit payment.

Afghan and Ukraine Transitional Protection Period

If your child or children were born more than 6 months ago and before you arrived in the UK one of the following is true:

- you left Afghanistan because of the collapse of the Afghan government which happened on 15 August 2021 or
- you were resident in Ukraine immediately before 1 January 2022 and you left because of the Russian invasion on 24 February 2022.

You can claim during the period from 8 June 2023 to 8 December 2023.

For more information on when to claim a Sure Start Maternity Grant, go to **www.gov.uk/sure-start-maternity-grant/how-to-claim**

How to claim a Sure Start Maternity Grant

To claim a grant, you need to complete a form called SF100.

If you fill in the form using a pen, use **black ink** and **CAPITAL LETTERS**.
Please sign the form yourself if you can.

You can get the form by going online. Go to **www.gov.uk/government/publications/sure-start-maternity-grant-claim-form**

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

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

Send your completed form to:

Freepost DWP SSMG

You do not need a postcode or stamp.

Take it to your nearest Jobcentre Plus office. To find the address go to **www.gov.uk/contact-jobcentre-plus/how-to-contact**

How we will pay you

If we can pay you a Sure Start Maternity Grant, we will pay you directly into your usual account.

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

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

If you think your payment is wrong, contact us straight away.

If we pay you too much money

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

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

We will contact you before we take back any money.

More information

If you need more information about a Sure Start Maternity Grant you can talk to someone at your nearest Jobcentre Plus office, or at home if you would prefer it.

To find your nearest Jobcentre Plus office go to [**www.gov.uk/contact-jobcentre-plus/how-to-contact**](http://www.gov.uk/contact-jobcentre-plus/how-to-contact)

You can also get more information at [**www.gov.uk/sure-start-maternity-grant**](http://www.gov.uk/sure-start-maternity-grant) or call the Sure Start Maternity Grant helpline on **0800 169 0140**.

If you live in Scotland go to [**www.mygov.scot/best-start-grant-best-start-foods**](http://www.mygov.scot/best-start-grant-best-start-foods)

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