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Qualifying conditions for our schemes change from time to time. Always check with your local Intreo Centre, your local Social Welfare Office or with Information Services to see if qualifying conditions have changed (see page 11 for contact details).

The information in this booklet is correct at the time of publication. This booklet is intended as a guide only, and is not a legal interpretation.

1. What is the Carer's Support Grant?

The Carer's Support Grant (which replaces the Respite Care Grant) is an annual payment for carers who look after certain people in need of full-time care and attention. The payment is made regardless of the carer's means but is **subject to certain conditions**.

Important

You do not need to apply for the Carer's Support Grant if you, or anyone else, is getting:

- **Carer's Allowance (including half-rate Carer's Allowance introduced in September 2007),**
- **Carer's Benefit,**
- **Domiciliary Care Allowance for caring for this person,**

The Carer's Support Grant is paid automatically to anyone getting these payments.

Only One Carer's Support Grant is paid for each person needing full-time care and attention.

If you were **not** getting any of the above payments last year, but still got the Carer's Support Grant, you do not need to reapply this year. You will get a letter in April this year from the Carer's Support Grant section, together with a short 2-page questionnaire. You must answer the questions on the questionnaire and return it to the Carer's Support Grant section. After you return the questionnaire, the Department will use this and the information on file to reassess you for the Carer's Support Grant.

2. How do I qualify?

You will qualify if you the carer:

- are aged 16 or over,
- are ordinarily resident in the State,
- care for the person on a full-time basis,
- care for the person for at least six months - this period of care must include the first Thursday in June,
- live with the person you are looking after or can be contacted quickly by a direct system of communication (for example, a telephone or alarm) between your home and the home of the person you are caring for.

Also, the person you are caring for must:

- be so incapacitated as to need full-time care and attention (medical certification is required),
- not normally live in a hospital, convalescent home or other similar institution,
- not receive full-time care and attention within their own home from another person.

You will **not** qualify if you the carer are:

- working outside the home for more than 15 hours a week,
or
- getting or are entitled to Jobseeker's Benefit or Jobseeker's Allowance or signing for credited contributions,
or
- living in a hospital, convalescent home or similar institution.

3. What does 'full-time care and attention' mean?

The person being cared for must be so incapacitated as to need:

- continuous supervision and frequent help throughout the day with their personal needs, such as walking and getting about, dressing, washing, eating and drinking,
- or**
- continuous supervision to avoid danger to themselves,
- and**
- full-time care and attention for at least six months. **This period of care must include the first Thursday in June.**

Note

The person being cared for may attend a non-residential course of rehabilitation training or non-residential day care centre approved by the Minister for Health and Children.

You the carer may:

- attend an educational or training course or take up voluntary or community work outside your home for up to 15 hours a week,
- or**
- work outside your home for up to 15 hours a week,
- or**
- a combination of both, provided that the total combined does not exceed 15 hours a week.

During your absence, you must arrange adequate care for the person needing full-time care and attention.

We will assess the need to provide full-time care on an individual basis. We do not expect that a carer would provide care on a 24 hour basis.

We will apply the above arrangements in a flexible manner, considering the needs of you the carer and the person needing care. However, we will need an outline of the care being provided by you.

4. Do I need to live with the person needing full-time care?

Yes, you will normally live with the person being cared for. But in certain cases, you may qualify for the Carer's Support Grant if you are a non-resident carer.

If you are a non-resident carer, you must show the following:

- that you are caring for the person on a full-time basis,
- and**
- a direct system of communication exists between your home and that of the person you are caring for (for example, telephone or alarm system),
- and**
- the person being cared for is not already receiving full-time care and attention within their own home from a person other than you, the applicant.

In such cases, you must show that full-time care and attention is being provided to the person being cared for.

5. How do I get my payment?

Payment is usually made by direct lodgement to an account in a financial institution. This account must be a current or deposit savings account, not a mortgage account. A carer may also receive payment at a Post Office, but must have a Social Welfare or Public Services Card to do so.

6. How much can I get?

The Carer's Support Grant is €1,700 (current rate) for each person you are caring for.

7. Check if you qualify for the Carer's Support Grant

Are you:

- working or in education or training outside the home for more than 15 hours a week?
- getting Jobseeker's Benefit or Jobseeker's Allowance?
- signing for credited contributions?

If you answered 'Yes' to any of these questions you are **not** eligible for the Carer's Support Grant. Please **do not** complete the application form.

If you answered 'No':

- do you care for the person on a full-time basis?
- have you been or are you likely to be providing full-time care and attention for at least 6 months?
- does this period of care include the first Thursday in June?

Note

Since September 2007 it may be possible for you to receive a half rate Carer's Allowance in addition to another Social Welfare payment. It may also be possible to receive this payment even if your spouse or partner is receiving an increase for you as a qualified adult on their social welfare payment. For more information, log on to www.welfare.ie.

If you answered 'No' to any of these questions you are **not** eligible for the Carer's Support Grant. Please **do not** complete the application form.

8. When and how do I apply?

You should apply for the Carer's Support Grant as soon as you feel that you meet the conditions outlined above in this booklet and are not receiving a payment mentioned on page 3.

You can apply for the Carer's Support Grant by completing the application form **CSG 1** for each person you are caring for and sending it to the address below.

You can get an application form from your local Social Welfare Office, Citizens Information Centre (CIC), from the address below, at www.welfare.ie or by text to **51909** (see details on page 12).

If you need help completing the application form, contact your local Social Welfare Office or the Carer's Support Grant Section.

Send your completed form to:
Carer's Support Grant Section

PO Box 10085
Dublin 2

Telephone (01) 704 3240

9. How do I fill in the Carer's Support Grant application form?

Before filling in the application form, please take a little time to read this section.

When we deal with an application for the Carer's Support Grant, we may have to assess the position of two people (the carer and the person being cared for).

We must examine the medical condition of the person being cared for to establish if they need full-time care and attention.

We must also be satisfied that you, the carer, are providing full-time care and attention and are in a position to do so.

This means that the application form must ask you for a lot of detailed information.

The application form is divided into the following parts:

Parts 1 and 2 must be completed by you.

Part 1 deals with your personal details.

Note on questions 16 and 17 – If you work(ed) or attend(ed) an educational or training course outside the home for 15 hours or less a week, the declaration in question 20 must be completed, signed and stamped by either your employer or the training authority.

Part 3 deals with the details of the person you are caring for.

If you care for more than one person, please also complete an additional version of the **CSG 1** form and attach it to the application form.

Part 4 is the checklist you should refer to before applying.

Part 5 deals with the medical certification for the person being cared for.

Section A must be signed by the person who is receiving care. If the person being cared for cannot complete this form, you should fill it in for them and have it signed by a witness.

Section B must be completed by the doctor of the person you are caring for.

10. Can I claim for last year?

Yes, an application for last year's Grant can be made up to 31st December of the current year.

11. What if I am unhappy with the decision?

If you do not agree with the decision on your application and you have additional information, please send it to the **Carer's Support Grant Section**, PO Box 10085, Dublin 2. A Deciding Officer will review your claim and send you a fresh decision.

or

If you do not agree with the decision on your application or any subsequent review, you may appeal against it. Any appeal must be made in writing within 21 days of the date of decision, stating clearly the reason for your appeal.

You should send your appeal to:

Social Welfare Appeals Office

D'Olier House
D'Olier Street
Dublin 2
DO2 XY31

Telephone: (01) 67 32800

LoCall: 1890 74 74 34

If calling from outside the Republic of Ireland please call + 353 167 32800.

12. Where can I get more information?

For more information on the **Carer's Support Grant**, contact your local Intreo Centre, your local Social Welfare Office or **Carer's Support Grant Section** at the address on page 8.

For information booklets, application forms and more information on social welfare services:

- Log on to **www.welfare.ie**.
- Text to **51909** (see details on Page 12).
- Telephone: (071) 919 3302
LoCall: 1890 66 22 44

If you are calling from outside the Republic of Ireland please call + 353 71 91 93302.

- Drop in to your local Citizens Information Centre, your local Intreo Centre or your local Social Welfare Office.

Note

The rates charged for using 1890 (LoCall) numbers may vary among different service providers.

13. Homemaker's Scheme

The Scheme was designed to ensure that Homemakers do not suffer a loss of entitlement to a State Pension (Contributory) because of time out of employment to take care of a child under age 12, or an incapacitated child or adult aged 12 or over, on or after 6 April 1994. For more information, log on to **www.welfare.ie**.

Other useful booklets

A Guide to Appeal Hearings	SW 53
Appeals Office, An Introductory Guide	SW 56
Carer's Allowance	SW 41
Carer's Benefit	SW 49
Homemaker's Scheme	SW 1
Rates of Payment Booklet	SW 19

To request forms, text the form code followed by your name and address to 51909 (from the Republic of Ireland only). Standard text rates apply.

For example, if you wanted to request the Carer's Allowance form, text FORM CARA MARY MURPHY 1 NEW STREET, OLD TOWN, CO. DONEGAL.

Social welfare payment or scheme	Form code
Back to School Clothing and Footwear Allowance	FORM BTSCFA
Carer's Allowance	FORM CARA
Carer's Benefit	FORM CARB
Carer's Support Grant	FORM CSG
Child Benefit (Form CB1)	FORM CHILD
Disability Allowance	FORM DA
Domiciliary Care Allowance	FORM DCA
Family Income Supplement	FORM FIS
Free Travel	FORM TRAVEL
Fuel Allowance	FORM FUEL
Household Benefits	FORM HHB
Invalidity Pension	FORM INV
Living Alone Increase	FORM LAA
Maternity Benefit	FORM MAT
One Parent Family Payment	FORM OPFP
State Pension (Non-Contributory)	FORM SPNC
State Pension (Contributory)	FORM SPC
Widow(er)'s/Surviving Civil Partner's Contributory Pension	FORM WCP
Widow(er)'s/Surviving Civil Partner's Non-Contributory Pension	FORM WNCP