



Applying for Income Assistance on Reserve

Client Eligibility ● Responsibilities ● Service Standards

Your First Nation's Social Development Department is guided by a set of service standards. Respect and confidentiality are just two of these guiding principles.

When applying for Income Assistance, you will:

- receive the information and support needed to correctly complete the application;
- have your personal information treated as private and confidential;
- be considered regardless of race, gender, colour, creed or political affiliation;
- be informed of your eligibility in writing **upon request**;
- be able to appeal decisions concerning your application; and
- be treated fairly while receiving prompt, courteous and efficient service.

Paperwork

The following forms need to be completed to apply for Income Assistance:

- ✓ Application for Social Assistance (901-27)
- ✓ Budget and Decision Form (901-25)
- ✓ Consent to Release Information (901-23)
- ✓ Income Assistance Monthly Renewal Declaration (901-28)

** You may be required to complete additional forms.

You will also be required to provide:

- ✓ Copy of your Rental Agreement or Mortgage documents
- ✓ Copy of your Utility bills
- ✓ Photo identification for yourself and any dependents (spouse and children)
- ✓ Income verification (ie. bank statements, EI/CPP/OAS documents, etc.)

To ensure that you receive the benefits that you are entitled to in a prompt and timely manner, it is essential that you complete and hand in all paperwork.

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When receiving benefits, you have certain responsibilities to keep your Band Social Development Worker (BSDW) up to date on any life or household changes that may affect your benefits.

When you apply for and receive income assistance, you are responsible for

- completing all required eligibility forms;
- disclosing all required information such as providing copies of bills and rental agreements;
- using all available resources and income to support yourself before applying for income assistance; and
- promptly informing the BSDW of any personal or household changes that may affect eligibility.

If you are able to work, you are responsible for:

- working towards greater or complete independence from income assistance;
- participating in available employability programs;
- seeking work at all times; and
- being available for all work that you are qualified for at all times.

Income Assistance provides temporary support to eligible clients in need. To receive income Assistance, you need to meet specific eligibility criteria.

When you apply for Income Assistance, you will:

- complete and submit an application;
- have your eligibility evaluated based on the information that you provide on the application;
- receive assistance for which you qualify for under Indigenous Services Canada regional policies; and
- be informed of your responsibilities.

For More Information, please contact one of the following:

- ✓ Band Social Development Worker at your local First Nation office;
- ✓ British Columbia Aboriginal Network on Disability Society (BCANDS) at 1-888-815-5511 or www.bcands.bc.ca; and
- ✓ For employment information, resources and programs, contact your local Service Canada office at www.servicecanada.gc.ca to find out how to contact your local Aboriginal Human Resource Development Agency.