
Chapter 5: Basic Benefits

(i) Individual Benefits Under 21

Intent:	To describe the eligibility criteria for basic Income Support (food, clothing and/or shelter) or special needs and/or health related items single adults under 21 years of age.
Act: (if applicable)	N/A
Regulations:	
Overview: (if applicable)	N/A
Policy:	<ul style="list-style-type: none"> Single applicants must be at least 18 years old to apply for Income Support. Normally, single applicants under 18 are the responsibility of a parent or guardian until the end of the month of their 18th birthday. If parents are in receipt of Income Support or the youth is receiving benefits through some other program such as Youth Services, the payments from that source will continue until the end of the month in which they turn 18. Income Support benefits will begin the following month. When a youth is transitioning from In-care/Youth Services, Income Support can accept their applications in the month prior to their 18th birthday, but benefits are only provided once the 18th birthday has been reached and the other funding sources have terminated. Individuals not in receipt of the benefits noted above are eligible to be considered upon their 18 birthday. All single applicants who are without barriers to employment should demonstrate what efforts they are making to pursue such opportunities. <ul style="list-style-type: none"> Applicants/recipients who are pursuing post-secondary education <u>must</u> apply for Student Aid. The student loan program will provide an amount of support for living expenses.

- **Note:** Single applicants/recipients enrolled in [Student Aid](#) eligible post-secondary training do not qualify for Income Support benefits.

Applicants under 18 Years of Age

- Single applicants under 18, (including pregnant applicants and single parents under 18) unable to live with their family must be referred to Youth Services for an assessment and a case plan based on the range of available services.
- Other individuals under 18 who apply and are in a relationship should be assessed under the [Youth in Conjugal Relationships](#) policy.

Applicants over 18 and under 21 Years of Age

- The **Single Parent Supplement** is a basic benefit for applicants or recipients who are single parents. This benefit is \$168 per month for costs associated with sole parenting and is in addition to the Individual Benefit rate of \$561 for those who are board and lodging, renting or have a mortgage.
- The Single Parent Supplement will also be included in the basic benefits when determining eligibility for Income Support.
- Single employable applicants over 18, but under the age of 21 years living with relatives, must provide verification of the income of their parents in order to determine their eligibility for Income Support.
- Single employable applicants can be considered for Income Support if the applicant's parent(s) are:
 - in receipt of Income Support, or
 - in receipt of the Newfoundland and Labrador Child Benefit (NLCB), or
 - their gross income in the previous year was less than the maximum income threshold for the NLCB (based on the previous year's Notice of Assessment).
- Single applicants over 18, but under the age of 21 years living with relatives, who have a barrier to employment must provide medical documentation denoting a disability and parental income will not be considered.
 - Single applicants over 18 but under the age of 21 living on their own or with non-relatives may apply for

Income Support in their own right by completing the required application and providing documentation to substantiate their application.

Applicants Over 21 refer to Families and Single Persons 21 and Over

Applicants Transferring from In-care/Youth Services Programs:

- Applicants who have been receiving support for residential and other services from other programs of the Department may be eligible for Income Support benefits at the beginning of the month following their 18 birthday.
- These applicants may be entitled to receive the same level of financial support previously received, providing that it falls within Regulations and a service plan has been completed outlining and addressing one or more of the following areas:
 - the individual is deemed to have special needs,
 - living outside the parental home is in the best interest of the individual, and
 - maintaining the present living arrangement/current financial support ensures stability while they continue in their established case plans.

Procedure: Under 18 years of Age

- Direct the applicant to Youth Services for financial assistance.
 - Youth Services will complete a thorough assessment based on the individual's needs and develop a case plan, as per the range of available services.
 - If requested, contact the Youth Services and set up an appointment on behalf of the under aged applicant, if appropriate.
- Refer to Employment Services for a thorough assessment.
- Refer pregnant applicants to the Prenatal - Early Childhood Nutrition Supplement for additional financial support and services.

Applicants 18 - 21 years of age

- The Single Parent Supplement of \$168 per month will be issued to applicants and recipients who are single parents in addition to the Individual Benefit rate of \$561 per month. This benefit will be issued to those who are board and lodging, renting or have a mortgage.
- The Single Parent Supplement will also be included in the basic benefits when determining eligibility for Income Support.

Living with Non-Relatives/Maintaining Own Home

- If living with non-relatives or maintaining their own residence, an applicant can apply in their own right.
- KIV cases regularly to ensure that applicants are pursuing training and/or employment.
- Refer to Employment Services for a thorough assessment.

Living With Relatives

Determine if the applicant has a barrier or impairment (i.e. intellectual or physical disability, mental illness, or other barrier) limiting their pursuit of employment or training.

- **Impairment/Barrier to Employment/Training**
 - Obtain verification from an approved professional before Income Support can be considered. Parental income is not considered for cases when the individual provides medical documentation denoting a disability.
 - Determine eligibility for Income Support based on the needs and financial resources of the applicant ([Determining Eligibility Families and Singles 21 and Over](#)).
- **No Impairment/Barrier to Employment/Training**

- Applicants 18 – 21, who are living with relatives and have no impairment to employment/training, CSO must determine if parental income falls below the maximum income threshold of the [Newfoundland and Labrador Child Benefit \(NLCB\)](#) in the previous calendar year, or that the parent is in receipt of Income Support.
- If the parents refuse to provide the financial information, then eligibility cannot be established and the applicant is not entitled to Income Support benefits.
- If parental income (gross income including Income Support payments) is greater than the maximum income threshold of the [Newfoundland and Labrador Child Benefit \(NLCB\)](#) in the previous calendar year, or the parent is not in receipt of Income Support, or the parents are not in receipt of the NLCB, advise the applicant they are not eligible for Income Support and of their right to appeal.
- If parental income is less than the maximum income threshold of the [Newfoundland and Labrador Child Benefit \(NLCB\)](#) in the previous calendar year, or the parent is in receipt of Income Support or the NLCB, process the application based on the needs of the applicant.

Attending Post-Secondary

- Advise single applicants/recipients enrolled in post-secondary education that it is considered a Student Aid eligible program and they do not qualify for Income Support benefits. Advise them of their right to appeal.

Applicants Transferred from In-care/Youth Services:

- Set up the case in CAPS
- Refer all cases to Employment Services for an assessment and development of an employment plan.
- Ensure a case plan has been completed before continuing the same level of financial support previously provided.
- Provide the level of Income Support (within the confines of the Regulations) equal to the level of financial support provided until the recipient's 21st birthday only if the recipient is:
 - continuing in high school, or

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- continuing to receive non-financial services from the Department (i.e. counselling), or
- receiving supports through Employment Services in relation to academic, training or employment services

- Review these cases on a regular basis (every one-three months) to ensure the recipient is continuing to meet at least one of the above criteria.
- Suspend/re-calculate the Income Support allowance if the recipient is no longer meeting the above conditions based on the general eligibility criteria outlined in the Regulations.

Authority Level: Client Services Officer

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