



Home Heating Oil Support Scheme

Completing an application for a claimant

Applying to the Home Heating Oil Support Scheme

- Applications should be made on-line via NI Direct
- A telephony service is available for non digital claimants to assist them to apply to the scheme
- Claimants may approach the Advice Sector or DfC Frontline Services for assistance to apply.

Who is applying

nidirect

Apply for home heating oil support

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Current

2  Your details
Pending

3  Home Heating
Pending

4  Prison, hospital or care
Pending

5  Benefits
Pending

6  Partner
Pending

7  Income
Pending

8  Income type
Pending

Who is applying

Are you applying for yourself?

☐ Yes ☐ No

Continue

Select 'No' if you are completing the application on behalf of a claimant.

Who is applying

nidirect

Apply for home heating oil support

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Who is applying

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Who is applying

Are you applying for yourself?

☐ Yes ☒ No

Choose the reason you are filling in the application for someone else

☐ I am an appointee for the person

☐ I have the Power of Attorney for the person

☐ The person is my dependant, under 16 and getting Disability Living Allowance

☐ I am helping them fill in the application

Continue

If you are helping an appointee or Power of Attorney, select the appropriate option. Appointee or POA details will be requested later.

If you are helping the parent of a dependant under 16 who gets Disability Living Allowance, select here. The parent's details will be requested later.

If you are helping a claimant directly select the fourth option. There is no requirement to provide details.

Your details

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Who is applying

Complete

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Your details

Current

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Home heating

Pending

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Prison, hospital or care

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Your details

If you are applying for someone else you need to fill in their details

Choose if your address is in Northern Ireland

☐ Yes

☐ No

Continue

Complete the application by supplying the claimant details. If you are assisting a claimant to make the application, your details are not required.

This scheme is for Northern Ireland residents, if 'No' is selected at this question then the application cannot continue.

Your details

Who is applying
Complete

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Current

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Your details

If you are applying for someone else you need to fill in their details

Choose if your address is in Northern Ireland

☒ Yes

☐ No

Title

Mr

▼

Last name

Smith

First name

John

National Insurance Number

Enter National Insurance Number

AA 00 00 00 A

Address

This claim form is for Northern Ireland residents only.

Enter your postcode

BT16 1XR

Find Address

House number

1

Address line 1

FORT ROAD

Address line 2

-

Town or city

DUNDONALD

County

DOWN

Choose if this address is your main home

☒ Yes

☐ No

Email address (your oil voucher will be sent to this email address)

Re-type email address

I do not have access to an email address

☒ Select to confirm

Oil vouchers may be sent by text to a smartphone, where no email address is available. Enter the smartphone mobile number below.

Re-type mobile phone number

I do not have access to a smartphone

☒ Select to confirm

Oil vouchers may be sent by post where no email address or smartphone is available.

Continue

The claimants name, address and contact details are collected.

The claimant is initially asked for an email address, then a smartphone mobile number if no email. If claimant does not have either an email or smartphone number, then correspondence will be by letter.

How you heat your home

nidirect

Apply for home heating oil support

✓

Who is applying

Complete

✓

Your details

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How you heat your home

If you are applying for someone else you need to fill in their details

Do you use oil as the main heating method?

☐ Yes

☐ No

Continue

This scheme is to provide help to homes that are heated by oil. If 'No' is selected here, then the application cannot proceed.

Prison, hospital or care

nidirect

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Prison, hospital or care

If you are applying for someone else you need to fill in their details

Were you in prison, in a residential care home, in hospital or in other type of care for each day in the period 1 April 2026 to 30 April 2026?

If you were at your main home for any of the days in this period, choose 'No'

☐ Yes☐ No

Continue

To qualify, claimants must have been at their home for at least one day in the qualifying period. If 'Yes' is selected here, then the application cannot proceed.

Benefits

Who is applying

Complete

Your details

Complete

Home Heating

Complete

Prison, hospital or care

Complete

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Benefits

If you are applying for someone else you need to fill in their details

Choose which benefits you get

☐ Universal Credit

☐ Pension Credit

☐ Employment and Support Allowance (Income Related)

☐ Attendance Allowance

☐ Disability Living Allowance

☐ Personal Independence Payment

☐ Armed Forces Independence Payment or Constant Attendance Allowance or War Pension Mobility Supplement

☐ None of these benefits

Continue

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If any of the benefits listed are selected, then the next screen will be the 'Declaration' as no more details are required.

Where 'None of these benefits' is selected, this means that the claimant will need to have their income assessed and the application will continue so this information can be gathered.

Official

Partner details

Who is applying

Complete

Your details

Complete

Home Heating

Complete

Prison, hospital or care

Complete

Benefits

Complete

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Partner details

If you are applying for someone else you need to fill in their details

Do you have a partner who lives with you at the same address?

☒ Yes

☐ No

Title

--Select--

Partner's last name

Partner's first name

Partner's National Insurance Number

Continue

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The income assessment is based on the combined income of the claimant and their partner, if there is a partner.

Income

Who is applying

Complete

Your details

Complete

Home Heating

Complete

Prison, hospital or care

Complete

Benefits

Complete

Partner

Complete

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Income

If you are applying for someone else you need to fill in their details

Net income means the amount you actually receive after tax, national insurance or pension contributions have been taken off. Consider earnings from employment or self-employment, occupational or private pensions, and any other income that you need to pay tax on.

Do you have a total net monthly income of more than £2,500 or total net annual income of more than £30,000?

☐ Yes

☐ No

Continue

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If 'Yes' is selected the application cannot proceed.

Income Type – adding income

Who is applying

Complete

Your details

Complete

Home Heating

Complete

Prison, hospital or care

Complete

Benefits

Complete

Partner

Complete

Income

Complete

Income type

Current

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Income type

Add an Income Source

Type of income

--Select--

Amount (£0.00)

£ Enter the amount of your income (in format 0.00)

Who receives this?

--Select--

How often do you receive this income?

--Select--

Confirm details

Cancel

Who receives th

Add an income source

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Multiple income types can be added, one at a time, by selecting the 'Add an Income Source' button for each one.

Official

Income Type

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Complete

✓ Partner
Complete

✓ Income
Complete

8 Income type
Current

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Income type

If you are applying for someone else you need to fill in their details

Do you currently receive any form of income?

☒ Yes ☐ No

Give details of all your income

Action	Type of income	Amount
Edit / Remove	Jobseeker's Allowance (contributory)	£100.00 (Weekly)
Edit / Remove	Personal Pension *	£20.00 (Weekly)

1 to 2 of 2 items

You will need to send proof of each income highlighted with an asterisk. We will tell you where to send this in a later page.

[Add an income source](#)

[Continue](#)

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The claimant is required to provide evidence for some income types as these cannot be confirmed on DfC systems.

Where an income type requires evidence, the application form marks this income type with * and displays this statement.

Declaration

Who is applying

Complete

Your details

Complete

Home Heating

Complete

Prison, hospital or care

Complete

Benefits

Complete

Partner

Complete

Income

Complete

Income type

Complete

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Declaration

By making this application you confirm the following:

• the address this application is for, uses home heating oil as the main fuel for heating and is your main home or the main home of the person you are applying for

• the information given in this form is correct and complete and gives details of all your income or the income of the person you are applying for

• you consent to information, held by other people about you, being shared with the Department for Communities to assess your eligibility for the scheme

• you understand that if you knowingly give information that is incorrect or incomplete, you may be prosecuted or have other action taken against you

• if your application is successful you agree to provide your personal details name, address and so on to Huggg, the business that will produce the voucher codes for the Department for Communities

If you receive help from the home heating oil support scheme by giving false, incorrect or incomplete information, you could be prosecuted. It is an offence to give false information

Confirm that you understand and agree with the statements above.

☐

Yes, I agree

Submit

When assisting a claimant to complete the application, the declaration should be read to claimant, and they must agree to the statements.

Confirmation

Apply for home heating oil support



 Who is applying
Complete



 Your details
Complete



 Home heating
Complete



 Prison, hospital or care
Complete



 Benefits
Complete



 Partner
Complete



 Income
Complete

Confirmation

Your application has now been successfully submitted.

If you have been asked to send verification of income, use one of the formats below

By email to :

Hho.evidencegathering@dfcnl.gov.uk

By post to :

Home Heating Oil Scheme

Antrim Jobs and Benefits Office

20 Castle Street

Antrim

BT41 4JE

Claim ID : 91E98F

Exit

This is the final page. If claimant is required to send evidence of income they should be informed of the email address and/or office address.

Appointee / Responsible for under 16 year old details

You have said that you are an appointee for the person or the person is your dependant and is under 16. Give your details below.

Title:

--Select--

Your last name

Your first name

National Insurance Number:

Address

Your postcode

Enter your postcode

Find address

Your house number

Enter your house number

Your address line 1

Enter your address line 1

Your address line 2 (Optional)

Enter your address line 2

Your town or city

Enter your town or city

Your county (Optional)

Enter your county

Appointee details and details of a person responsible for under 16-year-olds are captured in this screen.

All notifications will be issued to the appointee or responsible adult.

Power of Attorney details

You have said that you have the Power of Attorney for the person. Give your details below.

Title:

--Select--

Your last name

Your first name

Address

Your postcode

Enter your postcode

Find address

Your house number

Enter your house number

Your address line 1

Enter your address line 1

Your address line 2 (Optional)

Enter your address line 2

Your town or city

Enter your town or city

Your county (Optional)

Enter your county

Power of Attorney details are captured in this screen.

All notifications will be issued to the Power of Attorney

Early Exit Points

There will be early exits points in the claim form if based on the applicants' responses they will not be eligible for the scheme.

These include

- not living in Northern Ireland
- not claiming for their main residence
- In hospital, care or prison
- not using oil as their main heating method
- Not on benefits and income over £30k

✓

 Who is applying

Complete

✓

 Your details

Complete

✓

 Home Heating

Complete

✓

 Prison, hospital or care

Complete

✓

 Benefits

Complete

✓

 Partner

Complete

✓

 Income

Complete

✓

 Income type

Complete

Not eligible to apply

The home heating oil support scheme will only be paid to households in Northern Ireland. Based on your responses you are not eligible to apply.

Continue

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nidirect

Apply for home heating oil support

- ✓ Who is applying
Complete
- ✓ Your details
Complete
- ✓ Home Heating
Complete
- ✓ Prison, hospital or care
Complete
- ✓ Benefits
Complete
- ✓ Partner
Complete
- ✓ Income
Complete
- ✓ Income type
Complete

You can only get home heating oil support if you are eligible for the scheme.

To be eligible you need to:

1. Have an address in Northern Ireland and its your primary home
 2. Use oil as your main heating method in your home
 3. During the qualifying period April 2026
 - have been living at your main home
- and
- been getting income-related means tested benefits or disability benefits
- or
- have a net household income of less than £30,000 per year

If you have any other queries about the scheme you can contact: 0800 072 0266

Help with energy costs

You can find more information on help with energy costs at: [Cost of Living](#)

Finance Support

The [Finance Support](#) Service can offer support if you need short-term financial help.

Exit