| **Behandeld door** |  | **Datum** |  |
| --- | --- | --- | --- |
| **Doorkiesnummer** |  | **Ons kenmerk: Versie 31-3-22** |  |
| **E-mail** |  | **Onderwerp** |  |
| **Bijlage(n)** |  |  |
| **Uw kenmerk** |  | **Verzonden** |  |
| **Uw brief van** |  | Bij antwoord datum, kenmerk en onderwerp vermelden |
|  |  |  |
| Dear Sir or Madam, Welcome to Utrecht; we are glad that you are now safe! You have been housed in our municipality. We understand that you may not have enough money to live on. This letter explains how we can help you financially. We call this money a living allowance.**What is your living allowance for?**In addition to providing housing, our Dutch refugee facilities also provide a living allowance. This is intended for meals, clothing and other personal expenses. You can receive a living allowance from the municipality where your refugee address is. In your case, this is the Municipality of Utrecht. If you are staying at a private address, such as a host family, you will receive an additional amount. The additional amount will allow you to contribute to your host family’s household costs. You can arrange the amount of your contribution with your host family yourself. You can also use the additional amount to pay for public transport or activities.  **Temporary solution until the national scheme takes effect**We do not yet know exactly what the rules of the national living expenses scheme will be. As a temporary solution, you will receive a personal debit card from us. This is a prepaid BNG debit card with an amount on it for living expenses. You will receive your PIN (personal identification number) in a separate letter. With the debit card and your PIN, you can pay at any payment terminal in the Netherlands or withdraw cash from an ATM. **What will happen when the national scheme takes effect?**When the national scheme takes effect, we will review your situation. For example, we will determine whether you are still entitled to a living allowance and, if so, to what amount. We will provide further information at that time, using the email address you have provided. You will also find information on [Utrecht.nl/livingallowance](https://www.utrecht.nl/city-of-utrecht/information-for-refugees/living-allowance-for-ukrainian-refugees-applications/). Keep your debit card safe.**Who can receive a living allowance?**You can receive a living allowance if you live in Utrecht and one of the following situations applies to you:* you have been to the municipal office and are registered in the Personal Records Database (BRP)
* you have an appointment at the municipal office for registration in the BRP
* you were registered at the Jaarbeurs

Have you been housed in Utrecht and are you are not yet registered or enrolled? Please make an appointment for your registration in the BRP.**Apply for a debit card with a living allowance**You may aply for 1 debit card for your family/our group. Please make an appointment to do so in the municipal office (Stadsplateau 1 in Utrecht). This can be done in the following ways:* Via the website: [Utrecht.nl/livingallowance](https://www.utrecht.nl/city-of-utrecht/information-for-refugees/living-allowance-for-ukrainian-refugees-applications/)Choose the blue button: MAKE AN APPOINTMENT.Fill in the (Dutch) form and choose a time in the calendar.
* Send an email to: leefgeldoekraine@utrecht.nlAre you unable to email us in Dutch or English? Then you can also email us in Ukrainian. We'll figure it out together.

You will need an email address to do this. You must bring proof of your identity and that of all your family members.**Amount of the living allowance**The amount is around € 60 per person per week. The living allowance will be credited to your debit card every Tuesday. Is your refugee address a private address? Then you will receive an additional amount:* € 75.00  for the 1st person
* € 25.00  for the 2nd person
* € 12.50  for the 3rd person
* € 12.50  for the 4th person

The additional amount is a maximum of € 125.00 per family or group.**Do you have any questions about this letter?**Feel free to ask your questions. You can send an email to leefgeld-oekraine@utrecht.nl. Kind regards,  B. Stam,Head of Employment and Income |