



Guidebook

Krakow Center of Benefits
Krakow City Office

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I. Conditions for obtaining benefits for foreigners

The Family 500+ parental benefit, family allowance, one-off child's birth grant, parental benefit, care benefits, Good start benefit shall be granted to the people of Ukrainian nationality:

- Having a residence card with the "access to the labor market" annotation,
- Staying on the territory of the Republic of Poland on the basis of a temporary residence permit as part of an intra-corporate transfer or in order to benefit from long-term mobility,
- Staying on the territory of the Republic of Poland on the basis of a temporary residence permit granted for the purpose of performing work in a highly qualified job (the Blue EU card)

if they live with family members on the territory of the Republic of Poland during the period of receiving the benefits.

The right to the parental benefit and Good start benefit **shall not be granted** to foreigners who:

- are allowed to stay and work on the territory of the Republic of Poland for a period not exceeding nine months, unless the provisions on the coordination of social security systems or bilateral international agreements on social security state otherwise,
- are allowed to work on the territory of a Member State for a period not exceeding six months, are third-country nationals admitted for the purposes of study or seasonal work and third-country nationals who are entitled to work on the basis of a visa.

Documents necessary to apply for the right to benefit :

- A photocopy of the applicant's residence card,
- A photocopy of the decision of the voivode authorizing the stay - regarding the applicant,
- A document confirming the residence of the applicant's family members in Krakow (e.g. a flat rental agreement, a registration certificate, etc.),
- Other documents necessary to determine the right to a benefit resulting from legal regulations (e.g. documents confirming the loss or obtaining income, a certificate of the body carrying out enforcement proceedings about the total or partial ineffectiveness of the enforcement of alimony, etc.).

II. Financial benefits dependent on family income.

1. Family allowance and supplements to the allowance.

The right to the family allowance and supplements to the allowance are due if the family income per person or income of the learner does not exceed the net amount of **PLN 674.00**. If a family member is a child with a disability certificate or a moderate or severe disability certificate, the family allowance is due if the family income per person or income of the learner does not exceed **PLN 764.00**.

When the family income exceeds PLN 674.00 or PLN 764.00 in the case when a disabled child is raised in a family, the family allowance together with the supplements are due in the amount of the difference between the total family allowances and the supplements, and the amount by which the family income was exceeded. The allowance is not due if the difference is less than PLN 20.00.

The family allowance is due until the child reaches 18 years of age or the of the education at school, however, not longer than until the age of 21 or 24, if the child is still at school or college and has a moderate or severe degree of disability. The family allowance is also due to a learner or an adult studying (up to 24 years of age), who is not dependent on their parents due to their death or in connection with a judicial decision or court settlement of the right to alimony from them if he/she continues to study at school or college.

The right to the family allowance is determined for the allowance period (lasting from November 1 to October 31 of the following year) starting from the month in which the application was received, not earlier than from the beginning of the allowance period until the end of this period.

The amount of the family allowance is:

- **PLN 95.00** for a child up to the age of 5,
- **PLN 124.00** for a child over 5 years of age up to the age of 18,
- **PLN 135.00** for a child over 18 years of age.

The following supplements apply to the family allowance:

- due to the birth of a child, **PLN 1,000.00** – one-off (the application should be submitted to the child's first birthday, and in the case of a child who is adopted, within one year after taking care of the child),
- due to taking care of a child during the period of parental leave **PLN 400.00** - monthly (this applies to people who were granted parental leave by the employer and remained in an employment relationship for at least six months before being granted the leave),
- due to single raising of a child **PLN 193.00** - monthly (not more than PLN 386.00 for all children), increase by PLN 80.00 - per month in the case of a child with a disability or severe disability certificate (no more than PLN 160 0.00 for all children, for a child

whose second parent is dead, paternity is not determined, the proceedings for establishing alimony from the other parent was dismissed by a court),

- due to raising a child in a large family **PLN 95.00** - per month for the third and subsequent children entitled to the family allowance,
- due to education and rehabilitation of a disabled child **PLN 90.00** - per month for a child until the age of 5 or **PLN 110.00** - per month for a child over 5 years of age up to the age of 24,
- due to the start of a school year **PLN 100.00** - once a year in connection with the commencement of a school year or an annual pre-school preparation,
- due to a child taking up school education away from his place of residence – he/she is entitled to an supplement in the amount of **PLN 113.00** - for 10 months in relation to his/her residence in the city where a secondary school is located (a boarding house, lodging) or **PLN 69.00** per travel to a secondary or post-secondary school outside of the place of residence.

2. Child's birth support.

1) One-off child's birth grant (statutory).

it is paid in the amount of **PLN 1,000.00**, subject to the fulfillment of the income criterion, which is **PLN 1,922.00** per person. The benefit is due when the mother of the child remained under medical care no later than from the 10th week of pregnancy until the day of delivery. The requirement to submit a certificate does not apply to parents who adopt a child and legal guardians.

2) One-off child's birth grant paid from the municipality's funds.

in the amount of **PLN 1,000.00**, provided that the income criterion is met, which is **PLN 1,000.00**. For families with the Krakow Karta Rodziny, the grant is granted regardless of the family income. The grant is due if the applicant resides in Krakow one year before the day of the birth of the child, the child must also be a resident of Krakow.

3. 500+ parental benefit.

The parental benefit is available to the mother, father, actual guardian or legal guardian for **a child up to the age of 18**.

If the application is submitted for a second and subsequent child, the income criterion does not apply.

A prerequisite for receiving the benefit for the first child is to meet the income criterion. The benefit is due if the family income per family member does not exceed **PLN 800.00 net**.

However, if a family member is a child with a disability, the educational benefit is available to the first child if the family income per family member does not exceed **PLN 1 200.00 net**.

The benefit is due in the amount of **PLN 500.00** per month per child in the family.

The right to the benefit is determined for the benefit period (lasting from October 1 to September 30 of the following year) starting from one month, in which the application was received, not earlier than from the beginning of the benefit period until the end of this period.

4. Special care allowance.

The special care allowance is granted to persons who, pursuant to the provisions of the Act of 25 February 1964 - the Family and Guardianship Code (Journal of Laws of 2017 item 682, unified text), are burdened with the alimony obligation, as well as spouses if:

- they do not take up employment or other gainful employment or
- they resign from employment or any other gainful employment in order to provide permanent care over a person with a severe disability certificate or a disability certificate together with the following indications: the need for permanent or long-term care or assistance of another person due to a significantly reduced possibility of independent existence and the need for constant participation on a daily basis of a child's carer in the process of his/her treatment and rehabilitation and education.

The special care allowance is available if the total income of the family of the carer and the family of the person requesting care per person does not exceed the income criterion amounting to **PLN 764.00 net** (based on the income from the year preceding the allowance period including loss and income).

The special care allowance is available in the amount of **PLN 620.00** per month.

The special care allowance is not due if:

- the person providing care:
 - has the right to a retirement pension, survivor's pension due to the death of a spouse granted in the event of the cohabitation of the right to a survivor's pension and other pension benefit, social pension, permanent allowance, teacher compensation benefit, pre-retirement allowance or pre-retirement benefit,
 - has the right to the special care allowance, care benefit or carer's allowance, as referred to in the Act of 4 April 2014 on the establishment and payment of carers' allowances,
 - has a certificate of significant disability;
- the person requiring care was placed in a foster family, with the exception of a kinship foster family, in a child's home or, in need of education, revalidation or rehabilitation, in a 24-hour care facility, including a special educational center, with the exception of a subject engaging in medical activities, and benefits from 24-hour care for more than 5 days a week;
- for the person in need of care there is a person entitled to early retirement;
- the right to the supplement to the family allowance referred to in art. 10, the right to the special care allowance, the right to the care allowance or the right to the carer's allowance referred to in the Act of 4 April 2014 on the establishment and payment of carers' allowances;

- for someone who requires care, another person is entitled abroad to provide care expenses, unless the provisions on the coordination of social security systems or bilateral social security agreements provide otherwise.

5. Alimony Fund.

The alimony fund benefit is available to a child until they reach 18 years of age or if they study at a school or college until graduation at 25 year of age if they can not enforce alimony from their parent. In the case of having a certificate of severe disability - the benefit is due for an unlimited period.

The ineffectiveness of enforcement means enforcement as a result of which in the past two months no full amount due to overdue and current alimony obligations has been enforced; ineffective enforcement is also the inability to initiate or conduct the enforcement of alimony against a maintenance debtor staying outside the Republic of Poland, in particular due to:

- no legal basis for taking actions to enforce the enforcement title at the debtor's place of residence,
- the inability of an authorized person to indicate the place of residence of the alimony debtor abroad;

Thus, if the alimony debtor resides in the territory of our country, the enforcement is carried out by a court bailiff and he/she issues a certificate confirming the status of enforcement (necessary for the application for the determination of the right to the alimony fund benefit). When, however, the debtor stays outside the Republic of Poland, the document necessary to request the determination of the right to the alimony fund benefit is the information of the competent court or foreign institution on the person authorized performing activities related to enforcing the enforceable title abroad or on a failure to do so in connection with no legal basis or no possibility for the authorized person to indicate the place of residence of the alimony debtor abroad.

The prerequisite for receiving a benefit from the alimony fund is to meet the income criterion. The benefits are due if the family income per family member does not exceed **PLN 725,00 net**.

Benefits from the alimony fund are in the amount of the alimony fixed on an ongoing basis, however, not higher than **PLN 500.00** per month.

The benefits from the alimony fund are not due if the person entitled:

- has been placed in an institution providing 24-hour maintenance or under a foster care;
- got married.

The right to the benefit is determined for the benefit period (lasting from October 1 to September 30 of the following year) starting from the month in which the application was received, not earlier than from the beginning of the benefit period until the end of this period.

6. Housing allowance.

The housing allowance is a benefit intended to co-finance housing expenses incurred in connection with occupancy of a dwelling and it is due to a person who fulfills three conditions simultaneously, i.e.:

- having a legal title to the flat (possibly expecting a social or exchangeable property),
- earning a monthly income not exceeding 175% of the lowest pension on a single-person household, i.e. PLN 1 802.15 and 125% in a multi-person household, i.e. PLN 1 287.25 (from March 1, 2018, the lowest pension is PLN 1 029.80),
- residing in a flat with an area not exceeding the standards specified by the legislator, as per the table below.

Number of household members	normative area	area permissible at a 30% exceedance of the normative area	area permissible at a 50% exceedance, provided that the share of rooms and kitchens in the usable area of this property does not exceed 60%.
1 person	35 sqm	45.50 sqm	52.50 sqm
2 people	40 sqm	52.00 sqm	60.00 sqm
3 people	45 sqm	58.50 sqm	67.50 sqm
4 people	55 sqm	71.50 sqm	82.50 sqm
5 people	65 sqm	84.50 sqm	97.50 sqm
6 people	70 sqm	91.00 sqm	105.00 sqm

If there is a larger number of people residing in the premises, the standard surface area of this apartment increases by **5 sqm** for each subsequent person.

The standard of usable space is increased by **15 sqm**, if the flat is inhabited by a disabled person moving on a wheelchair or a disabled person, if the disability requires living in a separate room. The requirement of living in a separate room is decided by poviats teams for disability adjudication.

The housing allowance is not a fixed amount and is calculated individually on the basis of attached documents.

The amount of the housing allowance may not exceed 70% of the expenditure on the normative area of the occupied dwelling. However, if the person applying for a housing allowance lives in a dwelling which is not part of the municipality's housing stock, the expenses incurred are converted to the amount of rent that would apply to a given flat if the flat was part of the municipality's housing stock.

7. Flat-rate energy allowance.

The energy allowance is granted to a person who meets three conditions simultaneously:

- has a housing allowance granted;

- is a party to a contract for the sale of electricity or a comprehensive agreement (contract for the transmission and sale of electricity) concluded with an energy company;
- lives in the premises where electricity is supplied.

The amount of the energy allowance effective from May 1, 2018 until April 30, 2019 for a household:

- 1) run by a single person is PLN 11.35 per month,
- 2) consisting of 2 to 4 people is 15.77 PLN a month,
- 3) consisting of at least 5 people is PLN 18.92 per month.

III. Financial benefits independent of family income.

1. Parental benefit.

It is independent of the family income of the mother of a child who does not have the right to maternity allowance and is paid in the amount of **PLN 1,000.00** for the period of:

- 52 weeks if one child is born, one child is adopted or one child is taken care of;
- 65 weeks at the birth of two children at one birth, adoption of two children or taking care of two children;
- 67 weeks for the birth of three children at one birth, adoption of three children or taking care of three children;
- 69 weeks for the birth of four children at one birth, adoption of four children or taking care of four children;
- 71 weeks for the birth of five or more children in one birth, the adoption of five or more children or the care of five or more children.

The father of a child is entitled to parental the benefit in the case of:

- shortening the period of obtaining parental benefit, maternity allowance after the child's mother uses this benefit for a period of at least 14 weeks from the day of birth;
- death of the child's mother;
- abandonment of the child by the mother.

2. One-off "For Life" benefit.

It is due in the amount of **PLN 4,000.00** to the mother or father of a child, the child's actual guardian (if he applied to the guardianship court for the adoption of a child) regardless of the family's income. The condition for granting the benefit is to have a medical certificate confirming a serious and irreversible impairment or an incurable life-threatening illness that arose during the prenatal period of the child's development or during delivery. An application

for the payment of a one-off benefit must be made within 12 months from the day of the birth of the child. The benefit is due when the mother of the child remained under medical care no later than from the 10th week of pregnancy until the day of delivery (this obligation does not apply to a legal or actual guardian).

3. Family 500+ parental benefit.

The parental benefit for the second and subsequent child in the family is payable regardless of the income to the mother, father, actual guardian or legal guardian for the child up to the age of 18. The benefit is **PLN 500.00** per month for a child in the family.

The right to the parental benefit is determined for the benefit period (lasting from October 1 to September 30 of the following year) starting from the month in which the application was received, not earlier than from the beginning of the benefit period until the end of this period.

4. "Good Start" benefit.

The "Good Start" benefit (300+) is the implementation of the government's "Good Start" program. Its purpose is to support families with children in incurring expenses related to the start of the school year. This support consists in granting once a year a benefit of **PLN 300.00** for each school-aged child, regardless of the amount of income received by the family.

The Good Start application can be submitted by:

- A child's parent
- An actual guardian (i.e. a person who actually looks after a child and applied to the guardianship court with a request for adoption of a child)
- A legal guardian
- A learner, that is:
 - an adult studying at school, not dependent on the parents due to their death or due to the determination of a court judgment or court settlement of the right to alimony to be paid by them
 - or
 - an independent person (referred to in Article 140 of the Act on supporting families and the foster care system)

The Good Start benefit is a one-off benefit in the amount of PLN 300.00.

Applications for the "Good Start" benefit can be submitted from July 1 of a given year (in the case of electronic applications) or from August 1 of a given year (in the case of applications submitted in paper version) by November 30 of a given year.

The Good Start benefit is available until the end of:

- 20 years of age of a child or learner, and also when a child or learner is more than 20 before the beginning of the given school year in the calendar year in which the child or learner is 20 years old

- 24 years of age of a child or a learner in the case of children or learners with certificates of disability, and when the child or learner is 24 years of age before the start of the school year in the calendar year in which the child or learner is 24 (for children or learners with a disability certificate).

5. Care benefits.

1) Care allowance:

The care allowance is granted in order to partially cover expenses resulting from the necessity to provide care and assistance to another person in connection with their inability to live independently.

The care allowance is due to:

- a disabled child;
- a person with a disability over 16 years of age, if they have a severe disability certificate;
- a person with a disability over the age of 16 who has a moderate disability certificate if the disability arose until the end of 21;
- a person who is over 75 years old

The care allowance is not due to:

- a person entitled to a care supplement;
- a person placed in an institution that provides 24-hour maintenance free of charge;
- if a family member is entitled abroad to cover expenses related to the care of that person, unless the provisions on the coordination of social security systems or bilateral social security agreements provide otherwise.

The amount of the care allowance is **PLN 184.42** per month.

2) Care benefit.

The care benefit due to resignation from employment or other paid work is due to:

- a mother or father,
- the child's actual guardian,
- a relative being a foster family within the meaning of the Act of 9 June 2011 on supporting family and the foster care system,
- other persons who, in accordance with the provisions of the Act of 25 February 1964, the Family and Guardianship Code, are burdened with alimony obligations, with the exception of persons with severe disabilities - if they do not undertake or give up employment or other gainful employment in order to take care of a person with a disability certificate, including the following indications: the need for permanent or long-term care or assistance provided for another person due to a significantly reduced possibility of independent existence and the need for a regular co-

participation of a child's carer in the process of their treatment, rehabilitation and education, or a person with a decision issued on a significant degree of disability.

The persons referred to in point 4, other than those related to the person in need of care, are entitled to the care benefit if the following conditions are met simultaneously:

- the parents of the person requesting care are dead, deprived of parental rights, are minors or have a certificate of a significant degree of disability;
- there are no other relatives in the first degree, they are minors or have a certificate of a significant degree of disability;
- there are no persons referred to in points 2 and 3, or they have a certificate of a significant degree of disability.

The care benefit is due if the disability of a person requiring care arose:

- no later than before the end of 18 years of age or
- while studying at school or college, but not later than before the end of 25.

The care benefit is not payable if:

- the person providing care:
 - has the right to a retirement pension, survivor's pension due to the death of a spouse granted in the case of the cohabitation of the right to a survivor's pension and other pension benefit, social pension, permanent allowance, teacher compensation benefit, pre-retirement allowance or pre-retirement benefit,
 - has the right to the special care allowance, care benefit or carer's allowance, referred to in the Act of 4 April 2014 on the establishment and payment of carers' allowances;
- the person requiring care:
 - remains married, unless the spouse has a decision issued on a significant degree of disability,
 - was placed in a foster family, with the exception of a kinship foster family, a family home or, with respect to the need for education, revalidation or rehabilitation, in an institution providing 24-hour care, including a special educational and training center, with the exception of an entity performing medical activities, and benefits from 24-hour care for more than 5 days a week;
- for the person in need of care there is a person entitled to early retirement;
- for the person in need of care the right to a supplement to the family allowance referred to in art. 10 of the Act on family benefits, the right to the special care allowance, the right to care benefit or the right to the carer's allowance referred to in the Act of 4 April 2014 on establishing and carers' allowances is granted;
- for the person who requires care, another person is entitled abroad to provide care expenses, unless the provisions on the coordination of social security systems or bilateral social security agreements provide otherwise.

The amount of care benefit is **PLN 1 583,00** per month.

6. Cash benefit for persons engaged in military training.

A reserve soldier and a person transferred to a reserve that is not a reserve soldier who has undergone military training, except for the training lasting up to twenty-four hours taking place in a non-working time or on a non-working day, shall be entitled to a cash benefit compensating for the lost remuneration from the employment or business relationship or income from the conducted economic or agricultural activity that they could obtain during the period of military training. The benefit is determined and paid by the Mayor of the City of Krakow in relation to persons having permanent residence or temporary stay lasting over three months in the city of Krakow.

7. Covering housing claims of soldiers.

Soldiers who are considered to be solely responsible for their dependent family members and soldiers declared lonely, while in the period of their active military service, except for the periodic military service and territorial military service, have the amount due for their occupancy of the dwelling covered pursuant to their documented application. The Mayor of the City of Krakow is competent to issue a decision in the case in question, if the dwelling or soldier's house is located in the city of Krakow.

IV. Non-cash benefits.

1. Krakow 3+ Karta Rodziny.

It is an element of the pro-family policy of the Municipality of Krakow and is a system of discounts, reliefs and preferences dedicated to large families. This system has been created by the Municipality of Krakow and partners who join the program on the basis of agreements concluded with the City.

The following are entitled to use the 3+ Krakow Karta Rodziny:

- large families, residing in the Municipality of Krakow, where parents (the parent in the case of single-parent families) settle income tax on natural persons in the Tax Office competent for a person residing in the City of Krakow. A large family is understood as a family consisting of parents (a parent in the case of single-parent families) with at least three children (including children over whom they have family foster care):
 - under the age of 18;
 - under the age of 24 - when the child studies at a school or college;
 - without age restrictions - in the case of children with a decision issued on a significant degree of disability.
- family-type care and education facilities run by the Municipality of Krakow or at its request.

The Krakow Karta Rodziny is issued for one year.

A list of discounts, reliefs, preferences and entitlements can be found at www.kkr.krakow.pl.

2. Large Family Card.

This is a nationwide program for large families, it offers a system of discounts and additional entitlements. Holders of the Large Family Card have the option of using the catalog of cultural, recreational or transport offers throughout the country. The discounts are offered not only by public institutions, but also by private entrepreneurs. The right to the card is granted to large families understood as families in which the parent (s) or the spouse of the parent have or have at least three children, irrespective of their age.

The right to the Large Family Card also applies to children:

- under the age of 18;
- under the age of 25 - when the child studies at a school or college;
- without age restrictions - in the case of children with a moderate or severe disability certificate.

but only if there are at least three children meeting the conditions on the day of submitting the application who meet the above conditions.

A list of discounts can be found at: www.rodzina.gov.pl.

Applications for all the aforementioned benefits should be submitted to the Krakow Center of Benefits in the Krakow City Office, 18 Stachowicza Street from 7.40 am to 3.30 pm or to 6.00 pm, depending on the type of the benefit. Applications for the family allowance, parental benefit, Good Start benefit, housing and energy supplements, the Large Family Card and the KKR 3+ Krakow Karta Rodziny can also be placed at 2 Zgody Housing Estate from 7.40 am to 3.30 pm.

Detailed information on benefits can be found at www.sprawyspoleczne.krakow.pl and www.bip.krakow.pl.

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