

## 1 Application form

The **REVIS** application form is available online at **fns.lu** (electronic format) and at the FNS desk at 8-10, Rue de la Fonderie L-1531 Luxembourg open Mon-Fri 8:30 am - 11:30 am



## 2 Filling out the application

The application form for social inclusion income (Revenu d'inclusion sociale- REVIS) must be fully filled in and signed by all adult applicants in the household, then sent to B.P. 2411 L-1024 Luxembourg or handed in at the FNS ("Fonds national de solidarité") desk. Applicants can obtain assistance with their application from FNS staff or an assistant at the social office ("Office social") of the municipality of residence.

## 3 Additional information

If necessary, the FNS will contact the applicant by mail and request any additional information required to make a decision.

## 4 Assessment

Assessment of the request by the FNS:

- If the applicant does not meet the eligibility criteria, the FNS will inform him of the denial to grant the REVIS.
- If the applicant is not under any obligation to register with the ADEM ("Agence pour le développement de l'emploi"), or to take part in any training programs, stabilisation measures or paid community work, only the FNS is in charge of the file.
- The FNS refers all other applicants to ADEM, the public employment agency in Luxembourg. For this purpose, the FNS will send the applicant a written invitation to a personal appointment with the ADEM to determine their individual support needs.

**! PLEASE NOTE:**  
If the appointment at ADEM's REVIS office is not attended, the application for REVIS will be rejected.



## 5 Profile analysis

The ADEM analyses the applicant's profile and decides which administration will take over:

- The **ADEM** or
- The **ONIS**

**! The payment of the REVIS may start at this point**



### Handled by the ADEM

The applicant will be invited to an appointment with the ADEM to complete the registration process. Their professional advisor will then explain the rights and obligations that they have towards the ADEM.



### Handled by the ONIS

#### 1<sup>st</sup> step:

#### Informative appointment

The applicant is contacted by the ONIS ("Office national d'inclusion sociale") and is invited to an informative meeting at the ONIS offices at 13C, Rue de Bitbourg, L-1273 Luxembourg



#### 2<sup>nd</sup> step:

#### The application is passed on to a regional social inclusion officer (agent régional d'inclusion sociale - ARIS)

An appointment with the ARIS at the social office of the municipality of residence is scheduled, to develop an individual activation plan. This appointment is mandatory.



# YOUR REVIS APPLICATION GUIDE

With your 3 key agencies:

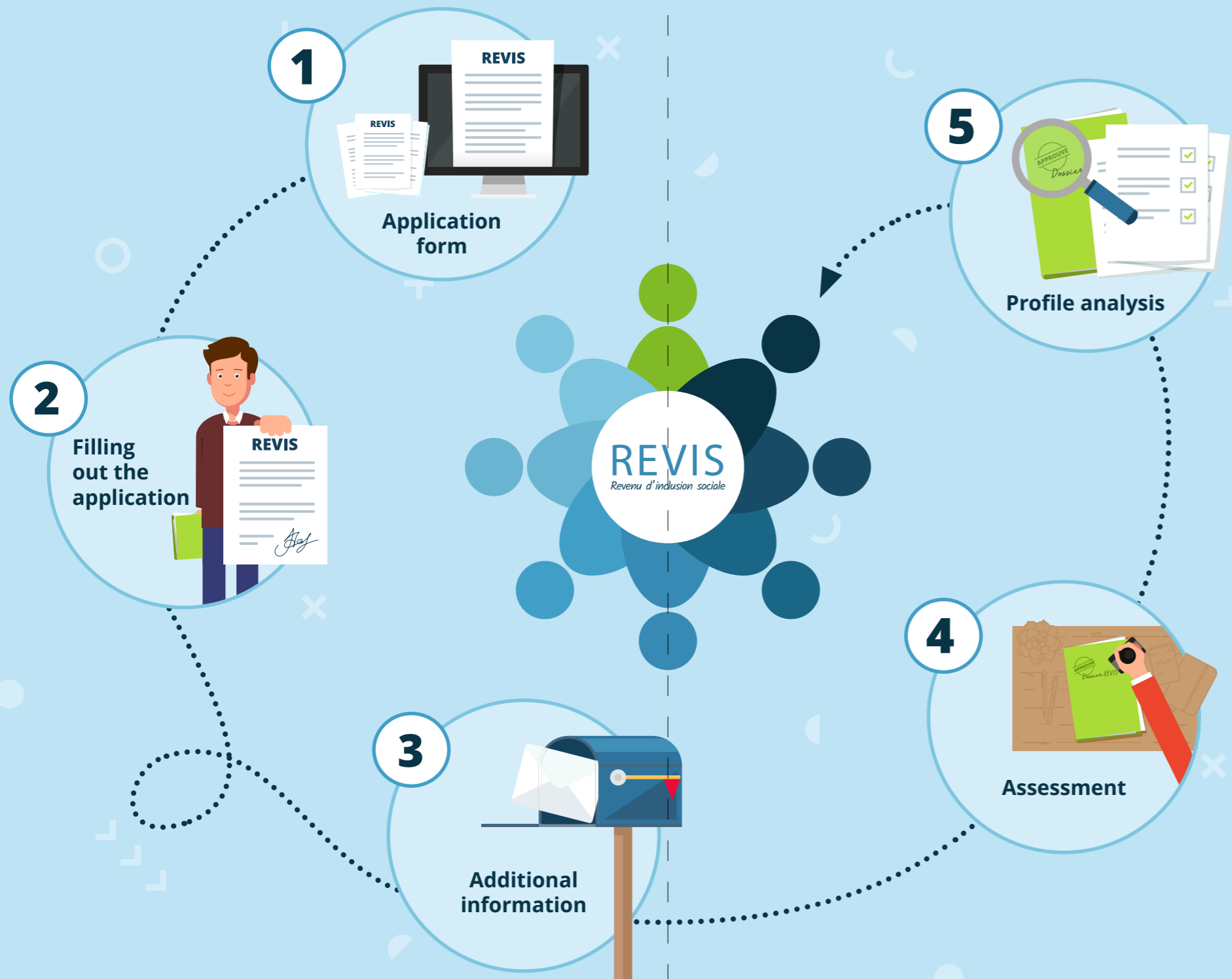


LE GOUVERNEMENT  
DU GRAND-DUCHÉ DE LUXEMBOURG  
Fonds national de solidarité



LE GOUVERNEMENT  
DU GRAND-DUCHÉ DE LUXEMBOURG  
Ministère de la Famille, des Solidarités,  
du Vivre ensemble et de l'Accueil  
Office national d'inclusion sociale





**More questions about the REVIS:**

- What does "REVIS" mean?
- Can I apply for the REVIS if I work?
- Is my other income taken into account for the REVIS calculation?
- Do I need to pay the REVIS back?
- What services are available to REVIS beneficiaries?

You can find all your answers here: →



See the REVIS amount that your household could possibly be eligible for with the online calculator →



**General information:**

- The FNS remains responsible for managing beneficiaries' files for the duration of their REVIS payments.
- Beneficiaries are obliged to inform the FNS of any change in their circumstances that may affect their entitlement to the REVIS or calculation of the due amount.
- Applicants or beneficiaries can consult the FNS website to find their correspondent's details. →

