



## **City of Belleville**

Department: Recreation, Culture & Community Services

Subject: Recreation Program Subsidy/Fee  
Assistance Policy

Date: September 24, 2012, October 15, 2013  
August 11, 2014, May 25, 2015, July 19, 2016, May  
5, 2017

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### **1. Policy**

The City of Belleville will provide a financial assistance program to City of Belleville taxpayers in order for them to have equal opportunity to participate in City of Belleville operated recreation programs and activities.

### **2. Scope**

This policy applies to all Belleville residents/taxpayers who need assistance paying for any City of Belleville recreation programs due to financial hardship.

### **3. Purpose**

There are many benefits of recreation to low-income individuals and families, as well as to the community. Recreation has physical health benefits, psycho-social benefits, it can help to break the cycle of poverty, and it is a wise financial investment due to the fact that it results in savings in health, social service and justice costs.

The City of Belleville and its Recreation, Culture & Community Services Department is committed to providing affordable access for all citizens of Belleville, regardless of age or income, to participate in municipally run recreation programs and activities.

### **4. Responsibility**

It is the responsibility of the City of Belleville Recreation staff to oversee this process. All requests and completed forms should be directed to the Recreation, Culture & Community Services Department. This policy will be reviewed on a regular basis to ensure the needs of the community are addressed effectively as the City's population and composition continues to change.

### **5. Procedures**

- A) Residents who are unable to afford the fees to a municipal program and/or activity will complete a subsidy application form (available on-line or at the *Belleville Recreation, Culture & Community Services Office – Quinte Sports & Wellness Centre*).

- B) All requests will be dealt with in a confidential manner, on a case by case basis, with the Recreation Program Supervisor, or designate, having the authority to offer a larger subsidy if needed, to ensure all residents are able to participate in municipally run programs.
- C) Assistance may be provided to all residents by offering payment option plans, including post-dated cheques, ensuring that the final cheque is dated no later than 2 weeks before the program starts.
- D) Using the Low Income Cut-Off (LICO) before tax levels set by Statistics Canada (based on previous income tax year), the City of Belleville will determine each family member's eligibility for programs accessed through the Subsidy/Fee Assistance Policy according to the chart below:

2016/2017 Recreation Subsidy Chart			
Recreation Subsidy Amount (per person/per calendar year)	75%	50%	25%
Family Size	Maximum Total Family Income		
	LICO		
1	\$21,354	\$25,625	\$30,750
2	\$26, 583	\$31,900	\$38,280
3	\$32,681	\$39,217	\$47,061
4	\$39,680	\$47,616	\$57,139
5	\$45,004	\$54,005	\$64,806
6	\$50,758	\$60,910	\$73,092
7+	\$56,511	\$67,813	\$81,376

- E) Should there be a request for assistance from a resident that exceeds the income levels on the Recreation Subsidy Chart, an assessment will be completed to determine other options for payment and/or support to the applicant, at the discretion of the Recreation Program Supervisor or designate.
- F) An application must be received and a meeting held between the applicant and the Recreation Program Supervisor at least 10 days before the start of the program/workshop being applied for by the individual.

- G) The applicant (or parent/guardian if under 18) must provide a Personal Income Tax Notice of Assessment and/or GST/Child Assessment Forms from Revenue Canada or an ODSP/Ontario Works statement for every member of the household over the age of 18 and one piece of picture ID that shows current address or a picture ID and a utility bill or rental agreement showing current address.
- H) Applicants only need to apply for the subsidy once a year and if approved, this will enable them to register for programs without having to re-apply each time. Renewal applications must be submitted by June 30<sup>th</sup> of each year.
- I) If approved, the applicant will be eligible to register, at the specified discounted rate for the following number of programs/workshops per approved family member per year:
- A maximum of 5 weeks for summer camps
  - A maximum of 2 sessions of aquatic lessons
  - A maximum of 1 session of skating lessons
  - A maximum of 1 program/workshop per session for other programs
  - Recreational Gym/Swim/Skate/Workout Studio pass packages (up to a maximum of 50% off)
- J) The program/workshop must have the minimum required number of paying participants enrolled in order to accept subsidized spots in each program.
- K) This policy will be reviewed on an annual basis to ensure needs of the community are addressed effectively as the City's population and composition continues to change and staff will inform Council annually on the usage and success of the Program.

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Please see next page for additional information on inclusions and exclusions.

**Additional Community Subsidy Resources:**

**The Children's Foundation:**

Playing for Keeps - [http://thechildrensfoundation.ca/?page\\_id=34](http://thechildrensfoundation.ca/?page_id=34)

Camps of Hope - [http://thechildrensfoundation.ca/?page\\_id=150](http://thechildrensfoundation.ca/?page_id=150)

**Hastings County:**

Child Care Subsidy (Includes summer camp) - <http://www.hastingscounty.com/node/33231>

**Canadian Tire Jumpstart:**

<http://jumpstart.canadiantire.ca/en.html?gclid=CJCeyLCn29MCFQiHswodTmAOIQ#HowToGetHelp>

## **Additional Notes:**

**Applicants are eligible for the following:**

- **A maximum of 5 weeks for summer camps** (Camp lunches, camp swimming lessons & extra hours are not included)
- **A maximum of 2 sessions of aquatic lessons** (per calendar year)
- **A maximum of 1 session of skating lessons** (per calendar year)
- **March Break Camp, PA Day Camps and Holiday Camps** (extra hours are not included)
- **A maximum of 1 program/workshop per session per person for other programs** (Program materials/supplies are not subsidized) **or leadership courses** (materials/books/exams are not subsidized)
- **COPD, Cardiac Maintenance, and Stroke Care can be subsidized for all classes per session**

**The following are eligible for up to 50% off:**

- Recreational Gym/Swim/Skate/Workout Studio pass packages (10, 20, 40 packs)
- The Lunch-time Express Pass
- Aqua-fitness Session Pass
- Drop-in Fitness/Aquafitness 10 pack
- Shinny Hockey

**The following programs/items are excluded:**

- Single drop-in passes
- Private and Semi-Private Lessons
- Personal Training Sessions
- Walking Poles
- Camp lunches, camp swimming lessons & extra hours
- 50+ Centre annual memberships
- Seniors Luncheon
- Extra Fee for Supplies (Art Appreciation, Exploring All Things Art, Kids in the Kitchen, Building New Chefs, Snack Attack, etc)
- Extra fee for Materials/books/exams for leadership courses

**Call Karen at 613-967-3200 Ext. 3266 or 613-966-4632 to set up an appointment.**