

C.L.E.A.R (Access to Affordable Recreation Policy)

Origin Department:	Recreation Department	Policy Code:	A09-REC
Approval Date:	June 3, 2024	Approved by:	Senior Management
Next Review:	Annual Basis	Revision Date:	Not Applicable

Objective

C.L.E.A.R. (Community Leisure for Eligible youth at Affordable Rates) is an exciting, inclusive recreation program designed to provide fun and engaging activities for youth in Clearview Township. Whether it's sports, arts, outdoor adventures, or just having fun with friends, C.L.E.A.R. ensures that all eligible youth have access to affordable, high-quality recreation opportunities. With a focus on community, connection, and creativity, C.L.E.A.R. is where every eligible youth can shine, stay active, and be part of something special.

Purpose

The purpose of the Access to Affordable Recreation Program is to ensure Clearview Township residents have an opportunity to participate in recreation programs and activities regardless of their financial situation. The Township of Clearview provides a range of recreation and physical activity programs. While subsidized by tax revenues from Clearview citizens, these programs often include a registration fee to offset program costs.

The C.L.E.A.R. (Community Leisure for Eligible youth at Affordable Rates) Policy is a fee assistance program that provides support to low-income families and individuals in Clearview Township by providing qualifying participants with recreation credits that can be applied to the registration fee for qualifying programs and activities.

Scope

This policy will apply to any qualifying full-time youth resident who wishes to participate in the approved programs being organized by the Parks and Recreation Department of Clearview Township.

Definitions

Applicant: A full time Clearview Township resident who is at least 18 years of age

Participant: An individual, under the age of eighteen (18), who is actively participating in recreational programs

Policy

The municipality has the right to refuse an application if they deem it does not fit within the program.

The following rules and regulations must be adhered to at all times:

How to Apply

Eligible applicants (parent/guardian/individual over 18 years old) must complete an application form and provide documents related to their financial and family situation, including the following:

Identification – An applicant must provide any one (1) of the following documents for each family member:

- Birth Certificate
- Passport
- Certificate of Indian Status
- Canadian Citizenship or Permanent Resident Card
- Immigration and refugee document provided by Citizenship and Immigration Canada
- Ontario Driver's License
- Ontario Health Card
- Ontario Photo Card
- Identification must have full names and date of birth

Address – For proof of address in Clearview Township, the applicant must provide any one (1) of the following.

- Lease/rental agreement
- Current Utility Bill
- Current Child Tax Benefit Statement
- Current bank statement
- Mortgage Statement
- Property Tax Bill
- Driver's License
- Must have full name of the primary applicant, address and be valid within the last three (3) months.

Income eligibility – To determine program eligibility the applicant must verify their application by having a local health or social service agency provide confirmation of the applicants financial and/or family situation. The reference cannot be a family member.

This might include:

- Church
- Simcoe Muskoka Family Connexions
- Salvation Army

- Ontario Works
- 211 Community Navigator
- Canadian Mental Health Association
- Catholic Family Services Counselling & Well being
- E3 Community Services
- Breaking Down Barriers
- South Georgian Bay Community Health Centre
- Georgian Bay Family Health Team
- Family Doctor
- Children's Treatment Network
- Authority figure from the participants High School or Elementary School

Access to Affordable Recreation Program Credits

A one hundred percent (100%) subsidization, based on the chart below, will be provided to an individual or family during a 12-month period for programs delivered by the Parks, Recreation & Culture Department (ex. Swimming lesson, Youth Centre programs or outings, skating). Subsidization is shared in the form of credits through our online registration platform, Xplor Recreation. Credits are only intended to be used to register an individual eighteen years of age or younger. Credits are not transferable to anyone not listed in the initial application. Credits expire after the 12 month period and can not be transferred into the next application.

Household Size (children/youth)	Credit Amount
1	\$150.00
2	\$225.00
3	\$300.00
4 +	\$375.00

Credits may be applied against registered recreation programs provided directly by the Township of Clearview. INELIGIBLE recreation programs and services include the following:

- Special event fees or applications;
- Additional program equipment charges (uniform, art supplies, etc.);
- Private or semi-private swimming;
- Room, ice, and/or facility rentals.

Other Finance Assistance Support

As per this policy, information of other sources of financial support will be listed on the application form and on www.discoverclearview.ca/recreation-leisure

Application Timing & Process

Please be advised that due to the number of subsidy applications, the review and approval process takes 3 – 4 weeks from time of submission to process your application. We advise you apply well in advance (minimum 4 weeks) before the registration start date of the service(s) you wish to participate in. You will then be contacted by a Township Employee by either email (or phone if email is not an option) advising you of your application status.

Please note that approved funding is not retroactive and therefore cannot be applied or used towards previous registrations made prior to your funding approval.

Responsibility

The primary responsibility and approvals of applications of this program, is the Director of Parks and Recreation and/or their designate. With the Director of Parks and Recreation, the Manager of Parks and Recreation will train and educate all staff on the policy; and will enforce the policy for all recreation programming. The Director of Parks and Recreation will ensure that this policy adhered to and may address any complaints.

Applications and supporting documentation that are received will only be processed by permitted staff members, as approved by the Director of Parks and Recreation. Information contained within the application/documents will be retained in the Township's records management system, with access restricted to only the staff members required to review for processing the application.

Authority

By signing below, the official representative validates that the policy has been approved by the appropriate Approval Authority (Council, Senior Management, Department Director).

Approval Authority Official Representative:	Mayor	Resolution / By-law # / Meeting Date:
Signature:		
Date signed:		