

Municipality of the District of Lunenburg

Policy Details	
Name	Recreation Subsidy Program
Number	098
Legislative Authority	MGA 2, 47, 48(3) 65C
Effective Date	February 27, 2024

Purpose

- 1 To set guidelines for Municipal Staff for the distribution of funds to support individuals in the community to access recreation, sport, and cultural activities.

Eligibility

- 2 (1) The following individuals are eligible for funding:
 - (a) Individuals who meet the necessary criteria of the funding assistance category for which they are applying.

Funding Assistance Categories

- 3 (1) **PRO Kids Program**
To help individuals under 19, living in the Municipality, who due to lack of financial support, would not be able to benefit from recreational, sport, or cultural activities.

(2) **PRO Fund Program**
To help individuals over 19, living in the Municipality who, due to lack of financial resources, would not be able to benefit from recreational, sport, or cultural activities.

General Information

- 4 (1) Municipal Council sets funding limits and annual budget allotments for each funding assistance category.

(2) Applicants will complete the proper application form and provide the requested information.

(3) Application deadlines and expiry periods may apply.

(4) Funding frequency is limited within each funding assistance category.
(5) The Municipality reserves the right to deny any application believed not within its mandate.

Approval Process


- 5 (1) Applications under this Policy are reviewed and approved/denied by the responsible staff person, with an annual report provided to Council.
- (2) Applicants will be notified in writing of approval or denial. This communication will explain any terms and conditions that apply to the funding assistance approval.

Evaluation Criteria

- 6 (1) The evaluation may include but is not limited to the following criteria:
 - a) The applicant is a resident of the Municipality.
 - b) A financial need is proven.
 - c) Preference will be given to applicants not registered in another program.

Use of Personal Information

- 7 In accordance with Section 485 of the **Municipal Government Act**, the personal information collected on these forms will only be used by staff for purposes relating to the administration of the Recreation Subsidy Program, including releasing necessary information to program providers.

Policy Adoption	
Date of Original Passage	February 27, 2024
Date of Notice of Intent to Consider	February 20, 2024
Date of Council Approval	February 27, 2024
Effective Date if Different from Council Approval	N/A
I certify that this Policy 098 Recreation Subsidy Program was adopted by Municipal Council as indicated above.	
Signature of Municipal Clerk 	February 27, 2024

Version	Amendment Description	Approval Date
Original V1	Policy 098 Recreation Subsidy Program	Feb 27, 2024