



2012 CITY OF KINGSTON FEE ASSISTANCE PROGRAM

MAIN CONTACT

LAST NAME		FIRST NAME		DATE OF BIRTH DD/MM/YY
ADDRESS (STREET NUMBER & NAME)				APARTMENT/UNIT
CITY	POSTAL CODE	HOME PHONE	<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	
EMAIL ADDRESS (please put N/A if you don't have one)				
BUSINESS PHONE (with extension if applicable)	CELL PHONE	PROGRAM(S) REQUESTED	TRANSIT <input type="checkbox"/> SPARK <input type="checkbox"/>	

PLEASE LIST OTHER FAMILY MEMBERS WHO RESIDE AT THE MAIN CONTACT HOUSEHOLD:

LAST NAME	FIRST NAME	DATE OF BIRTH DD/MM/YY	<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE
PROGRAM REQUESTED		TRANSIT: <input type="checkbox"/> RECREATION: SPARK <input type="checkbox"/> OF PRO KIDS <input type="checkbox"/>	

LAST NAME	FIRST NAME	DATE OF BIRTH DD/MM/YY	<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE
PROGRAM REQUESTED		TRANSIT: <input type="checkbox"/> RECREATION: SPARK <input type="checkbox"/> OF PRO KIDS <input type="checkbox"/>	

LAST NAME	FIRST NAME	DATE OF BIRTH DD/MM/YY	<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE
PROGRAM REQUESTED		TRANSIT: <input type="checkbox"/> RECREATION: SPARK <input type="checkbox"/> OF PRO KIDS <input type="checkbox"/>	

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PROGRAM REQUESTED		TRANSIT: <input type="checkbox"/> RECREATION: SPARK <input type="checkbox"/> OF PRO KIDS <input type="checkbox"/>	

LAST NAME	FIRST NAME	DATE OF BIRTH DD/MM/YY	<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE
PROGRAM REQUESTED		TRANSIT: <input type="checkbox"/> RECREATION: SPARK <input type="checkbox"/> OF PRO KIDS <input type="checkbox"/>	

NOTE: THIS FORM MUST BE SIGNED BY ALL ADULT MEMBERS OF THE HOUSEHOLD OVER THE AGE OF EIGHTEEN LISTED ABOVE
 I/We, the undersigned, certify the information in this application is true and complete to the best of my knowledge. I/We understand that any falsified statements on this application can result in the termination of any/all financial assistance through this program. I/We have read the City of Kingston's Privacy Statement (on reverse side of form) and understand how my personal information will be used and that I may be contacted by email/post mail to provide feedback during participation in the fee assistance program.

Signature of Main Contact:

_____ Date: _____

Signature(s) of All Additional Family Members over age of 18

_____ Date: _____

_____ Date: _____

_____ Date: _____

FOR OFFICE USE ONLY	NEW <input type="checkbox"/> / RENEWAL <input type="checkbox"/>	NUMBER OF MY KINGSTON ISSUED: _____
	# REQUESTING TRANSIT _____	
RECREATION SUBSIDY APPROVED:	SPARK # _____ X AMOUNT \$ _____ = \$ _____	
	PRO KIDS # _____	
DATE ENTERED CFS DATA BASE: _____	INITIALS _____	DATE SENT TO RECREATION _____ INITIALS _____



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How do I apply?

→ **Step 1:** Complete this application (please print) and ensure it is signed by all adult members of the family (over 18 years of age) Note: Children under the age of 18 living with a parent cannot apply as individuals. Post-secondary students who are enrolled full time in a college or university are not eligible but they may apply for the rest of their family.

→ **Step 2:** Eligibility determination will be done by a staff member at a drop in session. Drop into the first floor of 362 Montreal Street on Monday afternoons between 1-4:30 pm, Wednesday mornings between 8:30 am-12 pm or Fridays between 8:30 am to 12 pm. Drop in sessions may periodically be available at other municipal offices. Please call 613-546-2695 x 4906 for a message on the specific times and locations.

→ **Step 3:** Ensure you bring all the required documentation when you come to the office including: this application and one of the documents listed below. **If your current address does not match the address on the document, you must also bring proof of residency such as a utility bill, lease or driver's licence)**

→ **Step 4:** Staff will confirm your eligibility for the program and explain how to access your recreation and/or transit assistance. You will be given a "Next Steps" sheet to help you.

Along with your application you must bring ONE of the following documents. Please ensure it is current:

- Ontario Works Drug Benefit Eligibility Card
- Canada Child Tax Benefit Notice from Canada Revenue Agency
- Ontario Disabilities Support Program Drug Benefit Eligibility Card
- Guaranteed Income Supplement Notice
- Ontario Child Care Supplement for Working Families Entitlement Notice
- Goods and Services Tax/Harmonized Sales Tax Credit Notice
- Personal Income Tax Notice of Assessment from Canada Revenue Agency (only acceptable for one member households)

CW INITIAL VISUALLY VERIFIED

What are the income limits for the program?

The total net household income must be below the Low Income Cut Off (**LICO**) amounts defined by Statistics Canada annually to receive the 32% discount for monthly transit passes and/or to receive the full \$300 recreation subsidy. Partial recreation subsidies are available to households with income above the LICO as noted below:

2012 Recreation Subsidy Amount (per person/per calendar year)	\$300	\$225	\$150	\$75
Household Size	Maximum Net Household Income			
	LICO			
1	\$ 15,865	\$19,038	\$22,211	\$25,384
2	\$19,308	\$23,170	\$27,031	\$30,893
3	\$24,043	\$28,852	\$33,660	\$38,469
4	\$29,996	\$35,995	\$41,994	\$47,994
5	\$34,157	\$40,988	\$47,819	\$54,651
6	\$37,881	\$45,457	\$53,033	\$60,610
7+	\$41,604	\$49,924	\$58,246	\$66,566

How long am I eligible for the program?

Your eligibility for the transit discount is valid for twelve months from the date that you are approved for the program. However, your recreation subsidy must be renewed **every calendar year**. You must complete another application each year to confirm your eligibility. **This will not be done automatically and is your responsibility.**

Do I automatically get a Kingston Transit Pass and/or access to Recreation programs?

No. Completing this application and attending a drop in session will determine your financial eligibility for the assistance with the cost of these services. You will still need to contact Recreation and Leisure Services to register for their many programs and services and/or go to City Hall to obtain your photo identification for your bus pass. After you have your photo identification, in subsequent months, you can obtain a monthly bus pass on line or at any locations where bus passes are sold.

City of Kingston's Privacy Statement: "Personal information, as identified by the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) including name, address, telephone number and electronic email address is collected under the authority of the Municipal Act, 2001 and in accordance with MFIPPA and all other legislation. Your personal information will only be used for the purpose of the fee assistance program administration, evaluation, and periodic mailings pertaining to the program and registered programs." Questions about the collection, use and disclosure of this personal information may be directed to the Manager, Community Programs, Community & Family Services, City of Kingston, 362 Montreal Street, Kingston, Ontario, K7K 3H5