

Policy 5103 – YES (Youth Enrichment Subsidy)

**Document Number:** 5103  
**Document Name:** YES (Youth Enrichment Subsidy)  
**Effective Date:** September 13, 2023  
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**1. PURPOSE**

- 1.1 This policy establishes a procedure for applications for subsidy or funding for Woodlands County youth who may have income barriers to participate in sport, recreation or cultural activities.

**2. DEFINITIONS**

- 2.1 Youth: children and youth aged 4 -18 years old.
- 2.2 Subsidy: partial payment that reduces the full cost of attending program.
- 2.3 Funding: full payment for the total cost of attending program.

**3. POLICY DETAILS**

**Subsidy or Full funding**

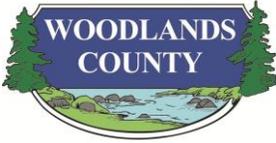
- 3.1 Subsidy and full funding is available for programs for youth to participate that are focused on recreation, sports, arts or culture.
  - a. Applications are accepted by parents or guardians of participants or schools.
  - b. Applications from service providers or program deliver groups are not accepted.
  - c. Applications are assessed on an individual basis.
  - d. Youth are eligible for a maximum of \$600 per year (could be used for multiple programs).
  - e. Parents or guardians must provide consent for the youth to participant in the program.
  - f. Equipment rental will be assessed on an as needed basis and if approved, rental payment will be paid directly to service provider or rental agency.

**Disbursement**

- 3.2 Funding will not be issued to individuals. Cheques will be made to the service provider, organization, or school.

**Timelines**

- 3.3 Intake for this program is throughout the year on a first come first serve basis.
- 3.4 There will be no retroactive funding. Applications must be made in advance of programing start.



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**Eligibility**

- 3.5 Applicants and the youth they are applying for must be residents of Woodlands County.
- 3.6 A copy of the Tax Notice of Assessment from Canada Revenue Agency for the current year must be provided and total household income must be under the following net income amounts:
  - 1 person                      \$ 30,000
  - 2 persons                     \$ 40,000
  - 3 persons                     \$ 42,500
  - per dependant after      \$ 2,500
- 3.7 The personal information provided to Woodlands County is collected under the authority of the *Freedom of Information and Protection of Privacy (FOIP) Act* section 33(c). The information will be used to determine eligibility for the program. Collected personal information is protected from unauthorized access, collection, use and disclosure in accordance with the *FOIP Act* and can be reviewed upon request subject to the provisions under the *Act*.  
Questions regarding the collection of personal information can be directed to the Woodlands County FOIP Coordinator at 780-778-8400.

**4. PROCEDURE**

- 4.1 Applications for the YES Program can be obtained at woodlands.ab.ca or the Woodlands County municipal offices.
- 4.2 Completed applications can be submitted via email, post or dropped-off at the Woodlands County municipal offices, Attention: Community Services Coordinator.
- 4.3 Applications will be presented to the Community Services Committee for review and decisions on applications.
- 4.4 Applicants will be notified of decisions made by the Community Services Committee.