

(POLICY)
Incentive Policy for activity registrations
P08 (2023)

Policy Objective:

The Council of the Regional Town of Cap-Acadie recognizes that the practice of sports, recreational, educational, artistic, and cultural activities promotes the well-being and quality of life of its residents and wishes to support families who enroll their children in various activity programs. To allow more youth to participate, the council is committed to offer a financial incentive program to cover a portion of the registration fees for its young residents. This policy sets out general guidelines to manage the Activity Registration Incentive Program for sports, recreation, educational, artistic, and cultural activities.

Beaubassin-est Rural Community Policy P07 - Policy for Registrations Subsidies (adopted May 21st, 2019) and Village of Cap-Pelé Policy NO. P-020 - Policy for Grants to individuals and groups (adopted June 1st, 2020), are hereby repealed and replaced by Policy P08 – Incentive Policy for Activity Registrations.

The Policy (P08) Incentive Policy for activity registrations came into effect on the day it was adopted.

ADOPTED in Council on November 14, 2023, by resolution 23-14-04.

Serge Leger, Mayor

Carole Friolet-Landry, Clerk

Definitions

In this policy:

"Council or Council Members" means the Mayor and/or Councillors of the Regional Town of Cap-Acadie;

"management" means a staff member who is considered to be a director of the Regional Town of Cap-Acadie;

"sporting activity" means an activity related to the field of sport, such as hockey or baseball;

"recreational activity" means an activity related to the recreational field, such as Scouts;

"educational activity" means an activity related to the field of education for the purpose of increasing the capacity to learn per se, such as technology or cooking classes;

"artistic and cultural activity" means an activity related to the arts, music and heritage, such as music or painting lessons.

Fields of application

This policy applies to the management of the Activity Registration Incentive Program of the Regional Town of Cap-Acadie.

1. The purposes of this document are to:
 - a. Define the structure of the Sports, Recreational, Educational, Arts and Cultural Activity Registration Incentive Program;
 - b. Define certain procedures to be followed in the administration of the program;
 - c. Specify the procedure to be followed to participate in the program (Form in ANNEX "A").

 2. Generally, and without limiting the responsibility of employees to comply with this Agreement, the Department of Recreation and Community Life shall be responsible for the administration of this Agreement and, with the exception of ultimate responsibility, may delegate any duties assigned to him or her hereunder.
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Incentive Program for the registration to Sports, Recreation, Educational, Arts and Cultural Activities

1. The council will include in the general budget an annual amount for grants for enrollment in sports, recreation, educational, arts and cultural activities;
2. The Regional Town of Cap-Acadie will provide up to a maximum of \$50 per youth residing in the Regional Town of Cap-Acadie who is enrolled in an eligible program, until funds are exhausted for the current year;
3. If the registration fee for an activity program is less than \$50, you can include registration for more than one activity program on the registration form, to receive the full grant;
4. This program is intended for young people aged 0 to 18 who are permanent citizens of the Regional Town of Cap-Acadie;
5. Interested parties will be asked to submit the completed form in ANNEX "A" along with proof of payment of the registration fee;
6. The youth can only receive the \$50 grant once a year;
7. Only completed applications for programs taking place in the current year will be evaluated;
8. If the decision is negative, a letter of the decision will be sent along with the reasons for the refusal by attaching a copy of this policy.

Financial support for sports and cultural competitions

1. The Council of the Regional Town of Cap-Acadie will award a grant to people who qualify for competitions based on the event:
 - 1.1.1. \$100 for the activity at the provincial level;
 - 1.1.2. \$150 for the national or international event.
2. Management will be mandated to provide this financial support when the application meets the established criteria and until the funds for this purpose are exhausted;
3. Interested parties will be asked to submit the completed form in ANNEX "A" as well as proof of participation in the event;
4. The youth can only receive financial support once a year.

VILLE RÉGIONALE
DE CAP-ACADIE

REGIONAL TOWN
OF CAP-ACADIE

"ANNEX A"

APPLICATION FORM ACTIVITY REGISTRATION INCENTIVE PROGRAM

GENERAL INFORMATION ABOUT THE YOUTH

First and Last Name: _____

Date of birth (dd/mm/yy): _____

Full address: _____

(Proof of residence)

Parent/Guardian Name: _____

Telephone: _____ Cellular: _____

Email: _____

INFORMATION ON THE ACTIVITY (Incentive of \$50)

Name of Association: _____

Start and end dates of the activity: _____

Amount paid: _____ **(Submit Receipt/Proof of Payment)**

Contact person: _____

Telephone: _____ Cellular: _____

Email: _____

COMPETITIVE EVENT INFORMATION (Incentives of \$100 or \$150)

Event Name: _____

Date of the event: _____

Event Location: _____

Provincial level National/International Level

(submit proof of participation in the event)

Contact person: _____

Telephone: _____ Cellular: _____

Email: _____

I, the undersigned, declare that my child is enrolled in the above activity program(s).

Signature (parent/guardian): _____

Date: _____

Send the application to:

Regional Town of Cap-Acadie

Department of Recreation and Community Life

2647 Acadie Road, Cap-Pelé, NB E4N 1C2

Telephone: (506) 577-2030

Email: info@capacadie.ca

Website: <https://capacadie.ca/en/>

Facebook: <https://www.facebook.com/capacadie>