

# Saugeen Shores Access Recreation Program (ARP) Internal Subsidy Guidelines – 10 Punch Active Pass

## 1. Purpose:

The Town of Saugeen Shores is committed to fostering inclusive and affordable access to recreation. The Access Recreation Program (ARP) provides internal subsidies to eligible residents for participation in drop-in programming at the Pryde Aquatic and Wellness Centre (Pryde AWC).

## 2. Program Overview:

The ARP offers subsidized 10-Visit Active Passes to qualifying Adults (20–59) and Active Agers (60+). Subsidies cover up to 50% of the Active Pass cost for individuals in households falling below the Low-Income Cut-Off (LICO) as determined annually by Bruce County.

## 3. Eligibility Criteria:

To qualify, applicants must:

- Be a resident of Saugeen Shores OR Partner Municipality
- Total household income below the LICO threshold as determined annually
- Have a Saugeen Shores ActiveNet account in good standing (if applicable)
- Provide proof of income for all household members aged 18+ who contribute to the household income
- Apply while program funds remain available within the current calendar year
- If reapplying, have 3 or fewer visits remaining on a previously issued subsidized Active Pass.

## 4. Application Requirements:

Applicants must provide the following documentation in addition to a complete application form:

### Identification:

- Government-issued photo ID or passport

### Proof of Address (one of the following):

- Government-issued ID with address
- Utility bill in the applicant's name

### Proof of income:

Proof of Income for all household members aged 18+ who contribute to the annual household income. One proof of income document is required per contributing household member and must be issued within the past 365 days:

- Notice of Assessment (NOA) from CRA
- Proof of Assistance (ODSP, OW, WSIB)
- T4 Statement
- CPP
- Guaranteed Income Supplement
- Letter from a verified financial institution or government agency confirming annual income

Proof of income documents are only used during the application process and are not retained on file once income eligibility is determined

## 5. Program Details:

- Subsidized passes are issued first-come, first-served based on annual budget availability.
- Applicants may receive multiple passes per year, provided the previous pass is fully used.
- Unused visits do not expire and may carry over year to year.
- Applicants must reapply for each new pass.

6. Application Process / Timeline:



Internal application review takes approximately 5-10 business days. Incorrect or missing application information may result in delays

**Application Process:**

1. Application submitted to Pryde Aquatic and Wellness Centre Customer Service.
2. Application reviewed by Community Services Team (5-10 Days)
3. Application Approved / Denied
4. Applicant Informed of Next Steps
5. Payment Received / Active Pass Issued (if approved)
  - a. Photo ID / Proof of Address verified
  - b. Proof of income verified

7. Re-application Policy:

- To reapply, applicants must submit a completed application form in addition to the required documentation for each subsidized pass they wish to apply for.
- Reapplication is permitted when 3 or fewer visits remain on the current Subsidized Active Pass.
- New passes will be issued only after the previous pass is fully used and balance owing on account is paid.

8. Terms of Use:

- Active Passes are non-transferable and may not be shared.
- All membership, AWC, and Community Services policies and procedures apply
- Each individual may hold only one 10-Punch Subsidized Active Pass at a time.
- By enrolling in the ARP and receiving a subsidized 10-punch Active Pass you agree to the Saugeen Shores Recreation Waiver as posted on [www.saugeenshores.ca](http://www.saugeenshores.ca)
- Applicants are responsible for paying the remaining balance not covered by the subsidy. Other funding sources (e.g., ODSP, OW) may be used to cover this cost.