

Leisure Access & Ride Transit Programs

Application Information

The Leisure Access and Ride Transit Programs are income based subsidy programs designed to remove some of the financial barriers associated with using City of Edmonton operated recreation and attraction facilities and public transit.

What services do these programs offer?

Program:

Leisure Access Program (LAP)

edmonton.ca/lap

About the Program:

The program allows eligible low-income Edmontonians to access participating City of Edmonton recreation facilities and attractions at no cost or a reduced cost. Some Leisure Access Program applicants may also be eligible for registered program discounts.

Things to Know:

Leisure Access Program applicants are eligible for program benefits for 12 months from approval date (24 months if the participant is on AISH).

Ride Transit Program

edmonton.ca/ridetransit

This program allows eligible low-income Edmontonians to purchase an Adult or Youth monthly transit pass at the subsidized rate of \$35 at select locations for the duration of an annual term.

Monthly passes are available on the 15th of the month prior, e.g August 15 for September passes. Passes can be used within Edmonton on regularly scheduled Edmonton Transit Service and Disabled Adult Transit Service (DATS) for registered DATS clients.

How do I qualify for these Subsidized Programs?

These programs are income based subsidies only available to Edmonton residents who meet one of the following qualifiers (some exceptions apply*) on an annual basis:

- An Assured Income for the Severely Handicapped (AISH) Health Benefit recipient and eligible dependents
- A child under government care
- Confirmation of Permanent Residence (PR) or Refugee Protection*
- Household income is at or below the indicated income thresholds as listed below. Households include main applicant's spouse/partner and eligible dependent children 17 years of age or younger.

2017 Low Income Thresholds	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons
Ride Transit Program	< 25,338	< 31,544	< 38,780	< 47,084	< 53,402	< 60,228	< 67,055
LAP Annual Program	< 27,872	< 34,698	< 42,658	< 51,792	< 58,742	< 66,251	< 73,761
LAP Monthly Pass	27,873 - 31,6173	34,699 - 39,430	42,659 - 48,475	51,793 - 58,855	58,743 - 66,753	66,252 - 75,285	73,762 - 83,819

*See list of non-qualifiers on page 3

You will be required to provide the following: documentation as listed below for **ONE OR MORE** income qualifiers, Edmonton residency verification, and eligible dependent verification (only applicable if you have children 17 years of age and younger).

INCOME QUALIFICATIONS	Additional Information
<p>Canada Revenue Agency Notice of Assessment</p> <p>A copy of your's and your spouse/common-law partner's (if applicable) 2017 Notice of Assessment (NOA) or Notice of Reassessment (if applicable).</p>	<ul style="list-style-type: none"> Any person 18 years of age or older MUST submit their own application and supporting documents. 2016 Notice of Assessments will be accepted until May 31, 2018. If you are renewing, ensure you did not use your 2016 NOA in your previous application. Approved applicants will qualify for one year. Applicants will need to re-apply with full documentation in order to re-qualify at the end of the one year term. Please visit www.cra.gc.ca/myaccount to register/sign on and access your Notice of Assessment.
<p>Assured Income for the Severely Handicapped benefits (AISH)</p> <p>A copy of your AISH Health Benefits Card, from within the last 3 months, listing all dependents (if applicable).</p>	<ul style="list-style-type: none"> Approved applicants will qualify for two years. Applicants will need to re-apply with full documentation in order to re-qualify at the end of the two year term. Individuals who are in the care of another should also submit the LAP - Release of Information and Responsibility form.
<p>Newly Landed Refugee or Immigrant</p> <p>A copy of Confirmation of Permanent Residence (PR) or Refugee Protection Claimant documents, with arrival dates within 1 (one) year, for each person applying, where applicable.</p>	<ul style="list-style-type: none"> Any household family members that do not have these documents will need to qualify under another income qualifier. To qualify for Ride Transit, you must provide one of the other income qualifications. See Who Does Not Qualify? on page 3 for more information. Approved applicants will only qualify for one year and will need to reapply under one of the other Income Verifications.
<p>Child Under Government Care</p> <p>A current copy of the Delegation of Powers that lists the child and displays one of the following delegations: foster parent, kinship care provider, director of a foster care, or director of child and youth facility. Some conditions do apply.</p>	<ul style="list-style-type: none"> Delegations must be dated within 90 days. If older, a formalized letter must accompany it that outlines the child's current living status/situation on a designated organization or agency letterhead, dated within 90 days, signed by a caseworker with their information. This can also include the child's current physical address for Edmonton Residency verification. Individuals under government care should also submit the LAP - Release of Information and Responsibility form. The individual listed as the delegate should be the one completing the application and all other required forms.
EDMONTON RESIDENCY VERIFICATION	Additional Information
<p>Either a current copy of a:</p> <ul style="list-style-type: none"> Provincial or federal government document with the name and address of the main applicant. Examples: Notice of Assessment (NOA), AISH Health Benefits Card (HBC). Utility, telephone or cable bill 	<ul style="list-style-type: none"> Documents must be dated within 6 Months of applying. NOA's can be used if dated within the year of issue. If using a NOA or AISH HBC as one of your income qualifications, the same copy can be used as Edmonton

	<p>Residency verification if it includes your current address as matching on the application form.</p> <ul style="list-style-type: none"> ● PO Boxes or Rural Route addresses are not accepted.
ELIGIBLE DEPENDANT(S) VERIFICATION	Additional Information
<p>A copy of your or your spouse/common-law partner's 2016 Canada Child Tax Benefit Notice (CCB) or related tax credit documentation that lists ALL applicable dependants aged 17 years of age or younger.</p>	<ul style="list-style-type: none"> ● If any children are listed on the application form, eligible dependant verification MUST be submitted ● Documentation must list parent/guardian and be dated within 1 (one) year. ● If you are a legal guardian to someone else's children that are 17 years of age or younger, a Delegation of Powers listing Kinship care or Foster care must be provided in order to include them (see listed above in Child Under Government Care - Addition Information for more information).

Who does not qualify?

Individuals are not eligible for the **Ride Transit Program** if they are:

- Aged 65 and over
- Aged 5 and under
- Students enrolled at NAIT, MacEwan, Norquest or the U of A
 - Their spouse/common-law partner and dependants 17 years of age or younger, may still be eligible if they meet the required Income Qualifications.
- Canadian National Institute for the Blind (CNIB) card holders
- Children under government care who receive a transit pass from Child and Family Services
- Individuals applying with the income qualification Newly Landed Refugee or Immigrant must submit one of the other income qualifications in order to be considered for the program.
 - Those who are receiving Refugee Assistance Program (RAP) funding can submit a letter of Income Verification from Immigration, Refugees and Citizenship Canada (IRCC) along with their Refugee Protection Claimant Document. The letter from IRCC should include their name, file number, monthly allowance and number of family members.
 - Individuals who have come to Canada as Privately Sponsored Refugees may also submit a letter of Income Verification from their Sponsorship Agreement Holder (SAH).
- Exceeding the income threshold as noted for Ride Transit Program on page 1 (Statistic Canada's Federal Low Income Cut-Off figures for municipality of more than 500,000 inhabitants).

Individuals are not eligible for the **Leisure Access Program** if they are:

- Exceeding the income thresholds as noted for the LAP Annual Program or LAP Monthly Pass on page 1
- Students enrolled at NAIT, MacEwan or the U of A; however, they can still be qualified if they have eligible dependents aged 17 years or younger

How do I submit my application?

All applications must include:

- A completed **Leisure Access & Ride Transit Program Application & Renewal Form** as found on pages 6 & 7 (**Application PAGE 1 & 2**)
- Income Qualification documentation
- Edmonton Residency Verification documentation
- Eligible Dependant Verification documentation (where applicable)
- LAP - Release of Information and Responsibility Form (where applicable)

You can drop off completed & signed applications at one of the following:

- Your nearest **City of Edmonton Recreation Centre or Attraction** (visit edmonton.ca/lap for participating facilities)
- **Edmonton Service Centre**
Edmonton Tower, 2nd Floor
10111 104 Avenue NW
Monday – Friday 8:00am - 4:30pm; Closed Holidays

You may also mail completed & signed applications to:

- **Leisure Access Program**
PO Box 2359
Edmonton, AB T5J 2R7

Faxed or emailed forms are not accepted. The approval process may take up to **2 - 3 weeks** depending on the time of year and the number of applications received. For questions about the programs and the application process, please call 311, email lap@edmonton.ca or visit a participating City of Edmonton recreation facility or attraction.

Ride Transit Program applicants: Immediate, **temporary** approval of the Ride Transit Program is offered at the Edmonton Service Centre ONLY. Temporary approvals may be granted if your application is fully completed, all supporting documentation is included and your application is showing as meeting the Income Qualification of. Some conditions will apply.

How do I start using my Leisure Access Program benefits?

A welcome letter will be sent to the applicant(s) once their enrollment has been approved. This letter will include:

- Which program(s) you were approved for
- Information on program benefits and instructions on how to receive them
 - Approved participants for the LAP Monthly Pass will be able to purchase it at a subsidized rate of \$20 for Individual or \$70 for a Family.
- Instructions on how to obtain your membership card
- A list of all applicable locations to use your membership

For more information regarding participating locations visit edmonton.ca/lap or call 311

How do I purchase a monthly transit pass through the Ride Transit Program?

Approved applicants can purchase a monthly pass at the subsidized rate of \$35 in person with their Recreation Membership Card or Government Issued ID at any of the 12 participating locations throughout the city. Accepted payment methods are: Cash, Debit, Visa, Mastercard or American Express. Passes for next month become available on the 15th of the month prior, and will be available for purchase until the 14th of the following month.

Example: *September's transit pass may be purchased as early as August 15th, but cannot be used as valid fare payment until September 1, and is available for purchase until September 14th; October's transit pass becomes available for purchase on September 15th.*

Only one monthly pass at the subsidized rate of \$35 will be permitted per participant per month for the length of term you are approved for. ETS does not replace lost or stolen passes.

12 Participating Ride Transit Program Sale Locations

Abbottsfield - Penny McKee Library

3410 118 Avenue
Served by ETS routes: 8, 141, 142, 180, 183
Free Parking available

ACT Aquatic and Recreation Centre

2909 113 Avenue
Served by ETS routes: 141, 142
Free Parking available

Clareview Community Recreation Centre

3804 139 Avenue
Served by ETS route: 182
Free Parking available

Commonwealth Community Recreation Centre

11000 Stadium Rd NW
Served by ETS routes: 2, 120, 125, LRT
Free Parking available

Confederation Leisure Centre

11204 43 Avenue
Served by ETS routes: 17, 40, 41, 50, 53, 74
Free Parking available

Edmonton Service Centre

2nd Floor 10111 104 Avenue
Monday - Friday* (8am-4:30pm)
Served by ETS routes:
1,3,7,8,9,16, 52,100,111,112,134,140,151
Paid Parking available

Jasper Place Library

9010 156 Street
Served by ETS routes: 1, 310
Free Parking available

Meadows Community Recreation Centre

2704 17 Street
Served by ETS routes: 67, 95, 370
Free Parking available

Mill Woods Recreation Centre

7207 28 Avenue
Served by ETS routes: 64, 65, 81, 340
Free Parking available

O'Leary Fitness and Leisure Centre

8804 132 Avenue
Served by ETS route: 153
Free Parking available

Terwillegar Community Recreation Centre

2051 Leger Rd NW
Served by ETS routes:
23,24,25,30,31,34,36,37
Free Parking available

Woodcroft Library (Westmount)

13420 114 Avenue
Served by ETS routes: 5, 122, 124, 128, 150
Free Parking available

All locations are wheelchair accessible, serviced by ETS routes and open 7 days a week, except the Edmonton Service Centre.

Leisure Access & Ride Transit Programs Application Form

MAIN APPLICANT INFORMATION

First Name(s):	Middle Name:	Last Name:
Current Physical Address:	Postal Code:	Main Phone Number:
Email Address:	Gender (optional): <input type="checkbox"/> Male <input type="checkbox"/> Female	Date of Birth (MM/DD/YYYY):
Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Separated / Divorced <input type="checkbox"/> Married / Common-law*	Type of Application: <input type="checkbox"/> Renewal <input type="checkbox"/> New <input type="checkbox"/> Adding Members	Barcode (if Applicable):
*If your spouse / common-law partner does not live with you, please provide a brief explanation:		

Are you or anyone listed under Additional Family Members CURRENTLY enrolled full time in a post secondary school?

No Yes; Please select school: University of Alberta NAIT MacEwan Norquest Other: _____

Are you or anyone listed under Additional Family Members a Disabled Adult Transit Service (DATS) client?

No Yes; please list Client Number(s): _____

Are you or anyone listed under Additional Family Members a Canadian National Institute for the Blind (CNIB) cardholder?

No Yes; please list who: _____

ADDITIONAL FAMILY MEMBERS

FIRST NAME	LAST NAME	SCHOOL NAME Post Secondary or Grade	RELATION TO APPLICANT	GENDER Optional	DATE OF BIRTH MM/DD/YYYY

INCOME AND ADDRESS VERIFICATION

Please list below the documents you are providing (see pages 2 - 3 to ensure correct documents are being included):

Income Verification:

Address Verification:

Eligible Dependents Verification:

SIGNATURE AND CONSENT

- I am the main applicant and it is my responsibility to inform all members of my household about the program and conditions of use. If any members have a current paid membership it will be their responsibility to withdraw/cancel it.
- The information I have provided for this application is true and complete.
- I give the City of Edmonton my permission to check the information within this application for the purpose of assessing my application.
- If anyone in my household has a change of address, income, or school status, I will notify the program administration immediately.
- I understand misuse of the program privileges or misinformation provided on this application may result in a loss of privilege or penalty.
- If a spouse/common law partner was listed on this application I confirm that I have reviewed the terms and conditions with this individual and they have also agreed to these terms and conditions
- I acknowledge that the first name, last name, postal code and date of birth for all dependents aged 17 and under on this application will be provided to the Canadian Tire Jumpstart Charity for the purpose of monitoring the amount of subsidy being provided to each child as part of the City of Edmonton and Canadian Tire Jumpstart Charity funding agreement.

MAIN APPLICANT/GUARDIAN SIGNATURE

DATE (MONTH/DAY/YEAR)

Freedom of Information and Protection of Privacy (FOIP) Statement: This personal information is being collected under the authority of section 33(c) of the FOIP Act and will be used to administer program registrations, membership management and pass sales for the City of Edmonton. Aggregate data will be used for program planning and evaluation. For questions about the collection, use or disclosure of your personal information please contact (780)-496-4918 or visit 2nd Floor, Edmonton Tower, 10111-104 Ave Edmonton.

Ride Transit Conditional Approval	Photo ID Provided (Yes/No):	Approved By:	Date:
For Admin Office Use Only	<input type="checkbox"/> NOA:	Interim Pass Issued: <input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> LAP Annual Program	<input type="checkbox"/> AISH #:	Approved By:	
<input type="checkbox"/> LAP Monthly Pass	<input type="checkbox"/> PR/Refugee:	Entered By:	
<input type="checkbox"/> Ride Program	<input type="checkbox"/> CUGC	Expire Date:	
<input type="checkbox"/> Not Approved - LAP	<input type="checkbox"/> Not Approved - Ride		
<input type="checkbox"/> Student	<input type="checkbox"/> Out of Town	<input type="checkbox"/> Senior	<input type="checkbox"/> CNIB Card
<input type="checkbox"/> Over Income Threshold:			