

# Leisure Access and Ride Transit Programs

## APPLICATION INFORMATION

The **Leisure Access Program (LAP)** allows eligible Edmontonians access to the City of Edmonton recreation facilities and attractions at a free or a reduced cost. Restrictions apply. Visit [Edmonton.ca/lap](https://Edmonton.ca/lap) for more information.

The **Ride Transit Program** allows eligible Edmontonians to purchase an Adult or Youth monthly transit pass at a reduced rate. Passes are accepted by Edmonton Transit Service (ETS) and Dedicated Accessible Transit Service (DATS) for registered DATS clients. Visit [Edmonton.ca/ridetransit](https://Edmonton.ca/ridetransit) for more information.

There are eight (8) ways in which you can apply for these programs:

1. Annual Household Income
2. Income Support & Learners Income Support/Foundational Learning Assistance
3. AISH
4. Canada Pension Plan - Disability Benefit
5. Newcomer to Canada - PR or Refugee
6. Child under Government Care
7. Employment Insurance (only eligible for Ride Transit Program\*)
8. Registered Social Worker Letter (only eligible for Ride Transit Program\*)

**Any person 18 years of age or older MUST submit their own application and supporting documents.**

Those applying with children/dependants aged 17 or younger must provide 'Eligible Dependant(s) Verification' - see page 4 for more information.

### ELIGIBILITY QUALIFICATIONS

### Additional Information

#### Option 1: Annual Household Income

**Document Required:**  
**Notice of Assessment (NOA) or Notice of Reassessment from Canada Revenue Agency**

A copy of your and your spouse/common-law partner's (if applicable) **2023** Notice of Assessment (NOA) or Notice of Reassessment are required.

- **2022** Notice of Assessments will be accepted until **May 31, 2024**
- Must provide eligible dependant verification for dependants aged 17 years of age or younger. Please see *Eligible Dependants Verification* for acceptable documentation.

Visit [www.cra.gc.ca/myaccount](https://www.cra.gc.ca/myaccount) to register/sign on and access your Notice of Assessment.

2023 Low Income Thresholds	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons
LAP Program \$35 Ride Transit Pass - 2 Year Term	< \$30,526	<\$38,003	<\$46,720	< \$56,724	<\$64,336	< \$72,560	< \$80,785
LAP Annual Program \$35 Ride Transit Pass - 1 Year Term	<\$33,579	<\$41,803	<\$51,392	<\$62,396	<\$70,770	<\$79,816	<\$88,864
LAP Monthly Pass \$50.00 Ride Transit Pass - 1 Year Term	\$33,580 - \$38,158	\$41,804 - \$47,504	\$51,393 - \$58,400	\$62,397 - \$70,905	\$70,771 - \$80,420	\$79,817 - \$90,700	\$88,865 - \$100,981

**2022 Low income threshold numbers can be used for 2022 Notice of Assessments until May 31, 2024**

## Option 2: Income Support or Foundational Learner Assistance

**Document Required:**

**Health Benefits Statement** (found on the monthly Direct Deposit statement) - Listing *either* **Core Shelter or Core Essentials under Budget Information**. Must be dated within the last 3 months.

-or-

**Foundational Learning Assistance Approval Letter**

- To qualify with your dependants aged 17 or younger, each dependant must be listed on your Health Benefits Monthly Statement. If your dependants are not listed, or the Health Benefits portion of the statement is voided, please submit additional documentation to qualify with them. Please see *Eligible Dependants Verification* for other acceptable documentation.
- Spouses or common-law partners must be listed on the application form to qualify.

## Option 3: Assured Income for the Severely Handicapped (AISH)

**Document Required:**

**Health Benefits Statement** (found on the monthly Direct Deposit statement) - Listing **AISH Benefits**. Must be dated within the last 3 months.

- Approved AISH applicants will qualify for a five year term.
- Spouse/common-law partners will also qualify if listed on the Health Benefits Statement. To qualify, spouses or common-law partners must be listed on the application form if not on card.
- Must provide eligible dependant verification for dependants aged 17 years of age or younger if they are not listed on the card.
- Eligible dependants aged 13 or younger will qualify for a 5 year term. Eligible dependants aged 14 or older will qualify for 1-4 years, expiring on/after the youth is 18 yrs.
- **If you are assisting an AISH recipient with applying for these programs, please also submit the [LAP - Release of Information and Responsibility](#) form.**

## Option 4: Canada Pension Plan - Disability Benefit

**Document Required:**

**Canada Pension Plan T4A(P) Form - Listing Disability Benefit amount** - for the tax year 2023 showing credits for Disability Benefit.

- Spouse/common-law partners will also qualify if listed on the application form.
- Must provide eligible dependant verification for dependants aged 17 years of age or younger. Please see *Eligible Dependants Verification* for acceptable documentation.

## Option 5: Newcomer to Canada within the Last Year

**Document Required:**

**Confirmation of Permanent Residence (PR) document** (including signature and/or remarks), with arrival dates within one (1) year - for each person applying.

-or-

**Refugee Protection Claimant document**, with Issue dates within one (1) year - for each person applying.

- Any household family members that do not have these documents will need to provide another qualifier.
- Must provide eligible dependant verification for dependants aged 17 years of age or younger who do not have PR docs. Please see *Eligible Dependants Verification* for acceptable documentation.
- Approved applicants will qualify for one (1) year and will need to re-apply under one of the other eligibility qualifiers for the following years.

## Option 6: Child Under Government Care Aged 17 or Younger

### **Documents Required:**

#### **-LAP: Release of Information and Responsibility Form**

- A current copy of the **Delegation of Powers** that lists the child and displays one of the following: foster parent, kinship care provider, director of a foster care, or director of child and youth facility.

- Individuals under government care should also submit the [LAP - Release of Information and Responsibility](#) form - the individual who completes this form will be considered the emergency contact.
- The listed delegate should complete the application and all other required forms when possible.

## Option 7: Employment Insurance (EI) - Ride Transit Program only

### **Document Required:**

#### **Employment Insurance (EI) Decision Letter dated within the last 60 days**

-or-

#### **Employment Insurance (EI) My Latest Claim statement dated within the last 60 days**

-or-

#### **Employment Insurance (EI) Last Report Processed on statement dated within the last 60 days**

- Spouse/common-law partners will also qualify if listed on the application form.
- Must provide eligible dependant verification for dependants aged 17 years of age or younger. Please see Eligible Dependants Verification for acceptable documentation.
- **Applicants who apply using this qualifier are eligible for the \$35 Ride Transit program ONLY. The Leisure Access Program is not included.**

## Option 8: Registered Social Worker Letter - Ride Transit Program only

### **Document Required:**

Letter from a Registered Social Worker which includes the following:

- be on letterhead
- include the writer's name, title, signature, and contact information
- be dated within the last 60 days
- list all applicant's full names and birthdates

- The Registered Social Worker must verify on the letter that the applicant is at or below the low income cut-off (LICO) requirements, are eligible for the Ride Transit Program and residing in Edmonton
- **Applicants who apply using this qualifier are eligible for the \$35 Ride Transit program ONLY. The Leisure Access Program is not included.**

## ELIGIBLE DEPENDANT(S) VERIFICATION

## Additional Information

### **Documents Required:**

**2022 or 2023 Canada Child Tax Benefit Notice (CCB) or other related tax credit document** listing ALL applicable dependants aged 17 or younger and the name of the parent issued within 1 year of application date (2022 CCBs are accepted until September 30, 2024);

-or-

#### **Income Support or AISH Health Benefits Statement**

(found on the monthly Direct Deposit statement) from within the last 3 months listing ALL applicable dependants aged 17 or younger.

-or-

**Childcare Subsidy Letter** -Must be dated within one year and have parent and child(rens) name listed.

- **If any children are listed on the application form, eligible dependant verification MUST be submitted.**
- Documentation must list parent/guardian and be dated **within one (1) year**.
- If you are a legal guardian of a child under government care (aged 17 or younger), a Delegation of Powers listing Kinship care or Foster care must be provided in order to include them (listed above in **Child Under Government Care - Additional Information**).

## Who does not qualify?

Individuals Might not eligible for one (or both) programs if they are:

- Aged 65 and over (See: [Seniors Fares - Edmonton Transit Service](#)) or Aged 5 and under.
- Students currently taking full-time classes at Concordia, NAIT, MacEwan University, NorQuest College or University of Alberta and who pay fees toward reduced transit fares such as the U-Pass and/or pay fees/tuition toward their school's recreation facilities.
  - Their spouse/common-law partner and dependants aged 17 or younger may still be eligible if they meet the required Eligibility Qualifications.
- Canadian National Institute for the Blind (CNIB) card holders.
- Children under government care who receive a transit pass from Child and Family Services.
- Applicants who exceed the Income Threshold for the Ride Transit Program in the *Income Qualifications* section (Statistic Canada's Federal Low Income Cut-Offs for municipalities of more than 500,000 inhabitants).
- Some clients of the Office of the Public Guardian and Trustee.
- Individuals applying with Work Permit, Student Permit, or Visitor Visa
- Applicants that lives outside of City of Edmonton boundaries, or move outside of Edmonton while on the program
- Cannot provide one of the listed qualifying documents.

### **On the spot, conditional approval for Ride Transit Program is offered at the Edmonton Service Centre.**

*Conditional approvals are offered **only** at the time of completed application submission at the Edmonton Service Centre. The completed application must be filled out, signed, with all qualifying and supporting documentation. Photo ID is required. Some conditions will apply.*

**Edmonton Service Center: Edmonton Tower, 2nd Floor, 10111 104 Avenue**

### **Faxed or emailed forms are not accepted.**

*The length of the approval process is subject to change depending on time of year and number of applications received. For questions about the programs and the application process, please call 311 or see our website at [www.edmonton.ca/programs\\_services/leisure-access-program](http://www.edmonton.ca/programs_services/leisure-access-program)*

### **All applications to the Leisure Access & Ride Transit Programs are evaluated based on the household income as defined by Statistics Canada.**

*If you and your family/spouse have different approval terms, our office will require the whole family and/or both spouses to fully reapply to be re-evaluated for renewal.*

***Any appeals to declined applications must be received within 90 days of the date on the decline letter.***

**For ways to purchase your Ride Transit pass please visit: [www.edmonton.ca/ridetransit](http://www.edmonton.ca/ridetransit)**