

Pointe-Claire Canoe Club Financial Aid Selection Criteria

Purpose:

To provide financial support to athletes who demonstrate financial need, commitment to the sport, and active involvement in the club's community.

Eligibility Criteria:

1. **Membership Duration:**
 - The athlete must have been a member of the Pointe-Claire Canoe Club for two consecutive full years prior to the year of the financial aid request.
2. **Team Qualification:**
 - The athlete must be a member of the Quebec team for the year in which the financial aid is requested.
3. **Family Income:**
 - The family income must not exceed \$75,000, as verified by the T4 statement(s) submitted by the family. Specifically, the amount in Box 14 (Employment Income) on the T4 statement for all family members living at the same address will be considered.

Additional Considerations:

1. **Number of Dependents:**
 - Consideration will be given to the number of children in the family, with preference potentially given to families with more dependents.
2. **Community Involvement:**
 - The family's involvement and participation in the club's community spirit, particularly through volunteering efforts, will be taken into account.
3. **Residency:**
 - Pointe-Claire residency will be considered as bonus points when reviewing the candidacy. Proof of Pointe-Claire residency, if applicable but not mandatory.

Required Documentation:

1. **Financial Information:**
 - Most recent T4 statement(s) for all income-earning members of the family living at the same address, specifically including Box 14 (Employment Income).
 - A completed financial aid application form detailing the family's financial situation.
2. **Athlete Information:**
 - Proof of membership for the past two consecutive years.
 - Proof of selection to the Quebec team for the requested financial aid year.
3. **Additional Documentation:**
 - Statements or records of volunteering activities within the club.

- Proof of Pointe-Claire residency, if applicable.
- Any additional documentation that supports the number of dependents or other relevant factors.

Application Process:

1. Submission:

- Families can submit a financial aid application at any time, but only one request can be made every 365 days.
- Required documentation must be submitted along with the application.

2. Review and Decision:

- The selection committee, consisting of the Board President, the Treasurer, and an employee of the City of Pointe-Claire, will review all applications. If any committee member is related to the requestor, an alternate member from the board or another city employee will be selected.
- Applications will remain anonymous during the review and voting process by the Board of Directors to ensure impartiality.
- The committee will make a recommendation to the board for the release of funds for financial aid based on their analysis.

3. Discretionary Factors:

- The selection committee may use their discretion to weigh additional factors such as the number of dependents, community involvement, and Pointe-Claire residency.

4. Duration and Renewal:

- Financial aid is granted for a period of 365 days. Families must reapply each year if they wish to be considered for ongoing support.

Notification and Agreement:

1. Notification:

- Applicants will be notified of the selection committee's decision within a specified time frame after the application review.

2. Agreement:

- Selected recipients must sign an agreement outlining the terms of the financial aid, including the duration and any conditions attached to the aid.

3. Confidentiality:

- All information provided by applicants will be kept confidential. Only the members of the selection committee will be privy to the information regarding the requests submitted.

Selection Committee:

- The committee will consist of:
 - The President of the Board
 - The Treasurer

- An employee of the City of Pointe-Claire
- If any member of the committee is related to the requestor, an alternate member from the board or another city employee will be selected.

The decisions of the selection committee are final and made in the best interest of the club and its members.