

TEMAGAMI FIRST NATION



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TFN Enrichment Funds **Child and Youth Skills Enhancement Policy**

1. PURPOSE:

1.1 To set out guidelines for the administration of the Child & Youth Skills Enhancement program funds.

2. GOAL:

2.1 The goal of this program is to provide TFN children and youth with the opportunity to participate in recreational activities that enhance their skills or develop new skills by taking advantage of instruction or training offered by recognized and/or certified instructors.

3. ELIGIBILITY:

3.1 To be eligible for Child and Youth Skills Enhancement Policy funding you must be a Registered Member of the Temagami First Nation (under the age of 18).
3.2 Consent of the parent(s) or guardian(s) is required

4. ALLOCATION:

4.1 Eligible TFN members can access up to a maximum of \$1200.00 per year
4.2 The fiscal year is from April 1st to March 31st of the following year
4.3 Funding is allocated on a first come first served basis, according to the date received by the Enrichment Clerk on the application until the budget is expended

5. ELIGIBLE ACTIVITIES/EXPENSES:

5.1 Eligible expenses include registration and or tuition incurred by the applicant related to training/instruction that is offered by a Certified/ Licensed Instructor.
5.2 Registration for events i.e.: hockey, soccer, gymnastics, dancing, project writing, music lessons, archery, canoeing etc.
5.3 Equipment costs will only be covered if fees are paid and verification of applicant's participation.
5.4 To be eligible to claim travel, the applicant must be living more than 150KM return trip from where the instruction/activity is occurring.

6. APPLICATION PROCESS:

- 6.1 Application form titled Child & Youth Skills Enhancement must be completed and all relevant documents attached.
- 6.2 Provide verification of applicant's participation such as the Coach/Instructor sign the Activity Report Form for the event
- 6.4 Fill out the Activity Travel Claim Form to claim travel expenses.
- 6.5 Expenses incurred before funding/application is approved will only be reimbursed if the activities/expenses are eligible and there are funds remaining/available in the budget.