

GUIDELINES FOR APPLICATION PROCESS - 2017

1. **Who Can Apply?** P.R.O. Kids is available to all children/youth up to the age of 18, who lack the financial resources to register for a recreation program and who are not currently participating in other paid recreation programs. It is not intended to supplement participation in more than one activity at a time.
2. P.R.O Kids allows children to participate in one activity per season as long as it **does not exceed \$300.00 per calendar year.**
3. Applications **MUST BE RECEIVED 2 MONTHS PRIOR** to the start of the activity/program.
4. Every family situation is different; therefore, each application will be dealt with on a case by case basis.
5. Applications are processed on a first come first serve basis; no one gets preferential treatment.
6. The parent/guardian is responsible for registering their child directly with the identified activity/program and let them know that there is an application into P.R.O. KIDS for financial assistance. This process may vary from program to program. **This does not guarantee that funding will be approved.**
7. **How to Apply.** This is now an “online” process (visit your local library or recreation department for access to a computer or assistance)
Step #1 – Apply to Canadian Tire Jumpstart – <http://jumpstart.canadiantire.ca/en> and follow the instructions. (If you qualify you will need your current **Tax Notice of Assessment(s)**. If not available you may call 1-800-959-8281 to get a copy. *(Tax Summaries & T4's are unacceptable)*. **Please Note: CTJS does not support all activities or Kids under 4 years old.**
Step #2 – If Step #1 is unavailable for funding, apply to Kidsport website <http://kidsportcanada.ca/new-brunswick> or call 1-506-451-1320 or 1-888-KIDSPORT (They too require the information outlined in Step #1.) Print off their form and once completed mail or fax it in. *Kidsport has 3 Deadlines only – January 31 & May 1 & September 1. Forms are also available at your local Recreation Departments.*
Step #3 – Apply “online- only” to PRO Kids – www.wvra.ca Left-hand side click on PRO Kids and scroll down to the bottom you see “**Click Here To Apply**”. Follow the instructions.
8. The parent/guardian is responsible for completing **every section** on the application. (i.e.: Parent/Guardian info, identifying the activity/program, information on the **registration cost only** and contact info for organization. If incomplete this will delay the process.
9. The parent/guardian is responsible for ensuring that the child attends the program. If for some reason, the child can no longer participate, the parent/guardian must contact P.R.O. KIDS.

If you have any questions or concerns regarding P.R.O. KIDS process, please contact the P.R.O. Kids Coordinator at (506) 375-0814

Revised January 26, 2017