

---

**Policy Title: Community Group Registry Program****Policy Number: 08-01-01**

---

**Section: Community Services****Effective Date: March 28, 2018****Approved by:****Council****Subsection: Community Groups****Last Review Date: March, 2018****Owner Division/Contact:****Recreation and Culture Division**

---

## Policy Statement

The Corporation of the City of Mississauga (the “City”), through the Community Group Registry Program, strives to develop mutually beneficial relationships that support community involvement by groups who provide services to keep Mississauga Residents active, healthy and engaged in their communities.

## Purpose

This policy outlines:

- The eligibility criteria to become a Registered Group
- The eligible benefits for each category of Registered Group (attached as Appendix A), and
- The application and approval process to become a Registered Group

The Community Group Registry Program (the “Registry Program”) is designed to support Not-for-Profit community groups governed by volunteers. The groups exist for the benefit of Mississauga Residents and deliver:

- Arts, culture and heritage programs and services
- Recreation, sports and leisure programs and services
- Parks & forestry stewardship
- Special events, and
- Various social, environmental and special interest programs and services

The Registry Program supports Registered Groups by providing access to City resources such as Community Group rental rates and permission to place portable signs on City road allowances, in accordance with the City’s Sign By-law, in a fair and equitable manner. The levels of assistance which can be provided are limited by available resources.

## Legislative Requirement

Any collection, use and disclosure of information under this policy will be undertaken in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, as amended.

## Administration

The Registry Program is administered by the Community Services Department. A list of Registered Groups is available on the Community Services website at:

[www.mississauga.ca/communitygroups](http://www.mississauga.ca/communitygroups)

## Implementation

The implementation timeframe for compliance to this policy will be as follows:

- As of the policy's effective date, all new groups will be vetted in accordance with the eligibility criteria in this policy
- Groups that are currently participating in the Registry Program will renew their status using the new group categories 90 days following their next Annual General Meeting (AGM)
- Provided that groups continue to meet the requirements of the previous Community Group Support Program policy, groups will be given a one year transition period from their 2018-2019 AGM to meet all of the requirements now in effect
- Groups that require further assistance in meeting the policy requirements can apply to be placed on Support with Conditions Status for an additional two year period

## Definitions

For the purposes of this policy:

"Attendee" means an individual who is an audience participant at a scheduled performance or a visitor to a special event.

"Club" means a Registered Group dedicated to a particular interest or activity and whose Members meet on a regular basis to participate in a common social activity.

"Commissioner" means the Commissioner of Community Services or their designate, in writing.

"Director" means the Director of Recreation and Culture or the Director of Parks, Forestry and Environment or their respective designates.

"Member" means each member of the Registered Group as determined by its governing documents, including by-laws, letters patent, articles of incorporation, constitution and/or operating guidelines.

"Membership" means all Members of a Registered Group collectively.

“Mississauga Resident” means:

- Any individual whose principal address is in Mississauga (temporary absences for reasons such as vacation do not affect residence status), or
- A student who is registered in an educational institution in Mississauga and who lives and attends school in Mississauga for a period of at least eight months during the calendar year, or
- A non-resident who is the principal owner of a business in Mississauga

“Not-for-Profit” means an organization that:

- Is a corporation or an unincorporated association formed for the purpose of providing services, activities, programs and opportunities that improve or benefit one or more communities
- Is governed by a volunteer Board of Directors or trustees
- Does not generate revenue to be distributed amongst its members, directors, officers or trustees, as the case may be, for their financial gain, and
- Turns back any revenue remaining after expenditures into the organization to further its aims and activities

“Provider” means a Registered Group that:

- Provides direct recreational, sport, cultural, parks & forestry or environmental programming to children, youth and/or adults (free or paid) i.e. organized registered or non-registered instruction/lessons or drop-in or league based recreation, culture, environmental or parks & forestry programs or service delivery, or
- Delivers a special event/performance that benefits Mississauga Residents

“Regional Group” means a group that provides direct programs and services within Mississauga and within more than one municipality in the Region of Peel or a bordering municipality that are of benefit to and valued by Mississauga Residents or a group that delivers programs and services in Mississauga and is not sustainable without non-Mississauga Residents.

“Registered Group” means a Not-for Profit community group that has been approved for inclusion in the Registry Program in accordance with the eligibility criteria outlined in this policy, including Appendix A.

“Registered Participant” means an individual who is a participant or registrant in the programs and services of a Registered Group, free or paid, and not necessarily a Member of the Registered Group.

“Special Membership” means membership that is open only to the Board, with no Members at-large.

## City's Role

The City's relationship with Registered Groups under the Registry Program is one of support only. The City will not be held liable for the decisions and/or actions of any Registered Group, its Members and/or its Registered Participants or for ensuring that the foregoing is in compliance with applicable laws. The City's relationship with Registered Groups is not a partnership and is not an endorsement of the group's beliefs or views. The City will not act as a review body for any such group, and will not review Registered Groups' specific by-laws, operating guidelines and policies for the purpose of providing advice or consultation. The City's role is to ensure that Registered Groups meet the eligibility requirements; continue to meet their responsibilities in accordance with this policy; and to administer the applicable benefits.

## Accountability

### Commissioner

The Commissioner is accountable for the following:

- Making final decisions regarding appeals for admittance to the Registry Program, and
- Determining whether a Registered Group will be removed from the Registry Program

### Directors

Directors are accountable for:

- Ensuring all applicable managers/supervisors are aware of this policy and of any subsequent revisions
- Ensuring compliance with this policy
- Approving staff recommendations to place groups on Support with Conditions Status, and
- Removing Registered Groups from the Registry Program, if approved by the Commissioner

### Managers/Supervisors

Managers/supervisors of staff who are responsible for the administration of the Registry Program are accountable for:

- Ensuring staff in their respective work units are aware of this policy and any subsequent revisions
- Ensuring applicable staff are trained on this policy and any subsequent revisions with respect to their specific job function
- Ensuring staff comply with this policy
- Ensuring review of new applications by applicable staff
- Approving new applications
- Approving Special Membership status
- Ensuring staff liaisons are providing an adequate level of service to Registered Groups assigned to them
- Approving Developing Group status (defined below) and any extensions, as applicable
- Recommending Support with Conditions Status (defined below) to a Director, as applicable, and

- Ensuring annual review of existing Registered Groups to ensure they continue to meet all eligibility criteria

### **Staff Liaison**

Staff Liaisons are accountable for:

- Providing ongoing assistance and guidance to Registered Groups as it pertains to:
  - the group's understanding of and compliance with this policy, and
  - accessing eligible group benefits
- Directing groups to other City programs and services, and
- Providing an adequate level of service, as approved by a manager

## **Application and Approval Process**

### **Eligible Groups**

The Eligibility Criteria section and Appendix A of this policy provide an overview of the applicable Registered Group categories.

Community groups meeting all of the applicable criteria may express their interest in joining the Registry Program by contacting the Community Development Unit, Recreation Division, Community Services Department, online on the [Community Groups website](http://www.mississauga.ca/communitygroups) - [www.mississauga.ca/communitygroups](http://www.mississauga.ca/communitygroups) and completing a Statement of Interest application form. The website outlines the eligibility criteria and the required documentation for all community groups applying for the Registry Program.

Requests will be reviewed and approval will be determined by the appropriate Community Services staff from each division (Recreation and Culture, Parks, Forestry and Environment). Community Services staff will select the right Registered Group category and advise the group of the outcome of their request. Registered Groups may only belong to one category.

### **Ineligible Groups**

Approval for inclusion in the Registry Program will not be provided for groups whose purpose, goals and/or objectives include any of the following:

- To promote a for-profit professional association or business opportunity
- In conflict with the values, goals and objectives of the City as demonstrated by the City's decisions, actions, plans, by-laws, policies, programs or otherwise
- To further the aims of a political party, promote a political doctrine or persuade the public to adopt a particular view on a social question or issue

## **Eligibility Criteria**

In addition to any requirements provided in Appendix A, all groups must meet the following minimum criteria and requirements in order to join the Registry Program. Additional residency criteria are outlined by Registry category in Appendix A.

1. The group adheres to applicable laws, including the Ontario [Human Rights Code](#), as amended
2. The group demonstrates, through its written purposes, goals and/or objectives and annual statistics on Registered Participants and/or Attendees, that they deliver programs, services, performances, events and/or social activities to Mississauga Residents that:
  - a) Are of benefit to and valued by Mississauga Residents, and
  - b) Advance the City's strategic pillars and/or aligns with the mandate and goals of department and divisional strategic Master Plans

Note: Groups and organizations who do not meet these criteria may apply for the Community Group Registry Program and will be categorized as a Community Service Organization (see Appendix A)

3. Groups must have:
  - a) A written constitution and by-laws; or for groups with an annual operating budget under \$10,000, operating guidelines that establish the framework within which the group will operate, including the process in which its Members are entitled to vote at the Registered Group's AGM or a special meeting of the Membership
  - b) A clearly defined Membership of not less than 25 Members, as defined through a set process in the group's governing documents, that is open to Mississauga Residents through a clear application process
  - c) More voting Members at large than the number of Board members, with the exception of Registered Groups with approved Special Membership status
  - d) An elected Board of Directors of not less than five members, with the majority of the Board being Mississauga Residents (with the exception of Regional Groups as defined by their category) and the President or Vice President being a Mississauga Resident
  - e) Held an AGM
  - f) A conflict-of-interest policy and a code of conduct that includes confidentiality and privacy clauses and a mechanism for resolution of complaints that is documented within the group's operating guidelines, by-laws and/or policies
  - g) A public website or webpage. (Clubs can be approved for a newsletter where it is demonstrated that a website/webpage would be a burden to the group)
4. All Registered Groups with an annual Operating Budget of \$10,000 or more must be incorporated as a Not-for-Profit corporation or be a charter member of a provincial or federal Not-for-Profit organization.
5. All outstanding debts to the City must be paid in full at the time of the group's application, unless an agreement is reached with the City regarding the retirement of any debt, for the group to be approved for the Registry Program. All new groups applying to the program must be in good standing with the City.

6. Regional Groups must meet the residency criteria for their category; not exclude Mississauga Residents; and be actively recruiting Mississauga Residents as Members and Registered Participants

## **Special Membership Status**

Groups may be approved for Special Membership status i.e. membership that is open only to the Board, with no Members at-large, if they provide a rationale acceptable for Special Membership status to the City; and/or they can demonstrate to the City undue hardship in meeting policy eligibility requirements for Membership.

At a minimum, groups with Special Membership status must:

- Be incorporated as a corporation under applicable not-for-profit corporate legislation, regardless of the size of the group's annual gross operating budget, or be a charter member of a provincial or federal Not-for-Profit organization
- Have by-laws or policies that address nepotism and cronyism and that include an open public recruitment process for Board members
- Have a minimum of seven to twelve Board members, and
- Hold an Annual General Meeting

## **Developing Group Status**

The City promotes and supports the formation of new groups that provide services to Mississauga Residents. Groups that do not yet meet all the eligibility criteria can therefore be approved for Developing Group status. Staff assigned to support the formation of new groups will make a recommendation to the applicable manager/supervisor, who may approve a group for admission to the Registry Program as a Developing Group.

Developing Group status is for a one-year period from the date of approval and is subject to review by staff on a quarterly basis. The group must be able to meet the requirements for a Registered Group category at the completion of the one-year period, at which time they will have held an AGM. If the group is unable to meet the policy requirements at the end of the one-year period they may request a maximum one-year extension, which must be approved by the applicable manager/supervisor.

Groups applying for Developing Group status must meet the following minimum criteria:

- Have a minimum of three to five Members
- Have established an "interim" Board or have an operating Board
- A written statement of purpose, including goals and objectives, and
- A planned date for an inaugural AGM

Developing Groups must be able to provide the following, as requested by staff:

- A plan for Membership recruitment in order to meet the residency requirements of the category they are applying for

- A proposed budget, signed by two authorized signing officers
- A draft constitution, by-laws or operating guidelines, and
- A plan for not-for-profit incorporation, if applicable

Groups approved as Developing Groups will receive benefits under the Registry Program according to their Registered Group category and as approved by the applicable manager/supervisor.

### **Appeal Process for Ineligibility**

If a group cannot meet the eligibility criteria in this policy, the Commissioner may grant an exception, provided the request does not result in the demand for City facilities, services and/or other resources exceeding available supply, at the time of the application. Any requests for exemption must be made in writing and duly authorized (signed) by the group's Board of Directors. The request must clearly:

- Address all eligibility criteria that cannot be met and provide an explanation(s) as to why the group should be admitted into the Registry Program despite not meeting the requirements, or
- Detail how meeting the eligibility requirements will cause the group undue hardship

### **Requests for Additional Information**

The City may request additional information or documentation from Registered Groups as deemed necessary to verify that the Registered Group is meeting the requirements of this policy.

### **Responsibilities of Registered Groups**

Registered Groups are responsible for the following. Non-compliance may result in the termination of status:

1. Continuing to maintain outlined eligibility criteria and residency criteria of their Registered Group category.
2. Obtaining the consent of their Members and Registered Participants or their legal guardian before providing their personal information to the City and providing notice of collection and use of personal information by the Registered Group and the City.
3. Renewing their Registered Group status annually and providing the City with a copy of AGM minutes, financials where required, residency information for Members and Registered Participants and changes to by-laws or operating guidelines.
4. Operating on democratic principles and processes that are accountable to Members and that can withstand public scrutiny.
5. Demonstrating transparency to their Membership and Registered Participants by:



- a) Full disclosure of any City fees & charges and any indirect financial support in the group's annual financial statements
  - b) Posting the group's AGM report (excluding financial statements and any confidential or personal information for which consent to disclose has not been obtained) on the group's public website or webpage within 90 days following their AGM
  - c) Making the group's AGM report, including any financial statements, available to Members at the group's AGM and upon request
6. Notifying the City a minimum of 21 days prior to the date of their AGM or any special meeting of the Membership.
  7. Providing immediate notice to the City of any changes in the Registered Group's Executive/ Board, contact information and by-laws or operating guidelines.
  8. Maintaining books of account and records of the financial management of the group's funds in accordance with generally accepted Canadian business and accounting practices.
  9. Adhering to applicable City policies, including the Human Resources policies - Respectful Workplace and Workplace Violence and the Accessibility policy. These policies can be found at: <http://www.mississauga.ca/portal/cityhall/policies>.
  10. Ensuring that any person who enters into a contract with the City on behalf of a Registered Group is at least 18 years of age and has the authority to do so in accordance with that Registered Group's governing documents.
  11. Adhering to applicable laws, including the Ontario Human Rights Code, as amended
  12. For Older Adult Groups, participate on a Community Centre Older Adult Committee

## Financial Requirements

The following chart outlines the financial requirements, based on annual operating budget and Registered Group Category.

Annual Operating Budget & Category	Financial Requirements
<ul style="list-style-type: none"> <li>Registered Groups within the Community Service Organization category</li> <li>All other Registered Groups with an annual operating budget under \$10,000</li> </ul>	Online City form to be completed.
For Registered Groups defined as a Provider/Club and B.I.As with an annual operating budget of \$10,000 up to \$249,999, inclusive	Financial statements of the previous operating year's expenditures and gross revenues that were provided for approval at the AGM, signed by two authorized signing officers.

For Registered Groups defined as a Provider/Club and B.I.A 's with an annual operating budget of \$250,000 or more	Audited financial statements prepared by an independent, third-party auditor permitted to do so under the <i>Public Accounting Act, 2004</i> , as amended.
--	--

## City's Affiliate Insurance Program

Only Registered Groups that are Providers (as noted in Appendix A) may be eligible for coverage under the City's Affiliate Insurance Program, which provides Commercial General Liability Insurance for Registered Groups that deliver activities and programs within the City of Mississauga. This insurance program is placed and paid for by the City for Registered Groups that may not otherwise be able to deliver their services due to the cost of applicable activity and program liability insurance. An annual application process is required, and eligibility is determined by the insurance company. This benefit is not available to:

- Regional Groups that have activities in more than one municipality and operations outside of the City of Mississauga
- Developing Groups
- Small annual neighbourhood events
- Registered Groups with activities on the City's Passive Activity List (activities that are low risk where the City does not require the group to carry third party liability insurance for facility rentals)

## Facility User Group Insurance Program

Insurance is required when booking a City facility, including bookings that are provided at no cost under the Registry Program. The City provides access to a general liability insurance policy that is paid for solely by the renter and is available at reasonable rates on a per rental basis.

## Support with Conditions Status

Support with Conditions status can be applied to any Registered Group that requires assistance in meeting policy eligibility, group responsibilities and residency requirements. Registered Groups on Support with Conditions status will continue to receive their category benefits.

### Steps to Support with Conditions Status

Should Community Services staff identify that a Registered Group is not meeting the requirements of this policy and is at risk for removal from the Registry Program, the group's staff contact may make a recommendation to the Registered Group's Board of Directors that they consider Support with Conditions status.

If the Board agrees to Support with Conditions status the group must submit a request, in writing, to their staff contact for approval by the applicable Director. If the Director approves, staff will assist the group to develop a Support with Conditions action plan. The action plan must be adopted by the group's Board of Directors prior to confirmation of Support with Conditions status. Support with Conditions status is for a maximum two-year period only from the date of

approval of the Support of Conditions action plan and is subject to review by staff on a quarterly basis. The Registered Group must continue to update their status on an annual basis while on Support with Conditions status.

If a Registered Group is not on Support with Conditions status and is failing to meet the requirements of this policy, the Director will recommend removal of the Registered Group to the Commissioner.

## **Removal from the Registry Program**

Groups may be removed from the Registry Program by the Commissioner and future requests for inclusion may be denied if the group:

- Provides fraudulent or misleading information to the City
- Acts in contravention of this or any other City policy or violates any provincial or federal legislation or municipal by-law
- Is involved in a legal action against the City
- Fails to successfully implement a Support with Conditions action plan within two years
- Fails to meet the requirements for a Registered Group Category after remaining on Developing Group status for the maximum two-year period
- Does not renew their status on an annual basis 90 days following the group's AGM
- Fails to pay all outstanding debts to the City in full at the time of the group's renewal date, unless an agreement is reached with the City regarding the retirement of any debt, or
- Otherwise no longer meets the criteria outlined in this policy

If a group is to be removed from the Registry Program, City staff will provide 30 days' notice, through email or registered mail, to the Registered Group's approved contacts of their removal from the Registry Program, the reasons for removal and the effective date for termination of the group's status and benefits. The applicable ward councillors(s) will be notified.

Groups may request removal from the Registry Program at any time. Requests must be made in writing by a member of the group's Executive to their staff contact or liaison or by emailing the Community Group Support Program at [community.group@mississauga.ca](mailto:community.group@mississauga.ca)

## **Appeal Process for Removal from the Registry Program**

Groups may appeal staff's decision for removal, in writing, to the appropriate Director within 30 business days of notification of removal. The appeal must clearly address the rationale for their appeal. The Director will make a recommendation to the Commissioner to either uphold the removal or reinstate the group. The Commissioner will make the final decision. This decision and the reasons for the decision will be communicated to the group by the Director.

Groups that are no longer registered under the Registry Program must immediately stop using the City's Registered Group Civic Mark.

## Revision History

Reference	Description
GC-343-92 – 1992 12 16	
GC-227-94 – 1994 04 27	
GC-85-96 - 1996-02-14	
GC-319-97 – 1997 05 28	
GC-0256-2005 – 2005 04 27	
October, 2007	Administrative Revision - Change of responsibility for ratepayer applications from Communications Division to Recreation and Parks Division.
GC-0610-2011 – 2011 10 12	
GC-0149-2018 – 2018 03 28	
2019 03 20	Housekeeping to update Division to Parks, Forestry & Environment.
2025 12 24	Housekeeping revision to align policy with current organizational structure and to clarify residency and additional requirements with respect to BIAs.

## Appendix A: Community Group Registry Program - Group Categories

### Notes:

- Room rentals are subject to availability.
- Free meeting space for 12 executive meetings and 1 Annual General Meeting (AGM) is per calendar year. (This benefit is not available to Regional Groups.)
- Permission to place a promotion/mobile sign on a City road allowance is in accordance with the City's Sign By-law, as amended.
- Registered Groups will be listed on the City's external website.

Community Service Organizations	Residency Requirements	Eligible Benefits
Not-for-Profit Social Service Organization/Religious Organization/Service Clubs/Pre-School/General Interest Clubs/ Mississauga based groups that are a charter member of a provincial/ national/Not-for-Profit organization, such as Scouts/Toastmaster	<ul style="list-style-type: none"> <li>• 70% of the group's Members and Registered Participants must be Mississauga Residents</li> <li>• Approved Regional Groups must meet a 30% Mississauga Residency requirement</li> </ul>	<ul style="list-style-type: none"> <li>• Rental Rate Category - Community</li> <li>• Special Event Vendor licence – Community rate</li> <li>• Permission to place a promotion/mobile sign on a City road allowance</li> <li>• Registered Group Civic Mark</li> <li>• Priority Booking</li> </ul>
Youth Clubs	Residency Requirements	Eligible Benefits
A social club operated by Mississauga youth (21 years of age and under) for the leisure or social benefit of youth who are Mississauga Residents that aligns with the Recreation Division mandate and strategic Master Plans.	<ul style="list-style-type: none"> <li>• 80% of the group's Members and Registered Participants must be Mississauga Residents</li> <li>• Youth Clubs cannot have Regional Group status</li> </ul>	<ul style="list-style-type: none"> <li>• Rental Rate Category - Affiliated</li> <li>• Special Event Vendor licence – Community rate</li> <li>• Permission to place a promotional sign on a City road allowance</li> <li>• 12 free monthly room bookings for executive meetings</li> <li>• 1 free AGM room booking</li> <li>• Staff liaison hours</li> <li>• Priority Booking</li> </ul>

		<ul style="list-style-type: none"> <li>Registered Group Civic Mark</li> </ul>
<b>Recreation Provider &amp; Clubs</b>	<b>Residency Requirements</b>	<b>Eligible Benefits</b>
<p>Provider: A group that provides direct programs/service delivery for children, youth and/or adults that aligns with the Recreation Division mandate and strategic Master Plans.</p> <p>Club: A social club for the leisure and recreational communal benefit of Mississauga Residents that aligns with the Recreation Division mandate and strategic Master Plans.</p>	<ul style="list-style-type: none"> <li>80% of the group's Members and Registered Participants must be Mississauga Residents</li> <li>Approved Regional Groups must meet a 30% Mississauga Residency requirement. Recreation Clubs cannot have Regional Group status</li> </ul>	<ul style="list-style-type: none"> <li>Rental Rate Category - Affiliated</li> <li>12 free monthly room bookings for executive meetings</li> <li>1 free AGM room booking</li> <li>Priority Booking</li> <li>Permission to place a promotional sign on a City road allowance</li> <li>Staff liaison hours</li> <li>Special event Vendor licence – Community rate</li> <li>Registered Group Civic Mark</li> </ul>
<b>Arts &amp; Culture Provider &amp; Clubs</b>	<b>Residency Requirements</b>	<b>Eligible Benefits</b>
<p>Provider: A group that provides direct Arts &amp; Culture/Heritage programs/service delivery for children, youth and/or adults that aligns with the Culture Division mandate and strategic Master Plans.</p> <p>Club: A social club for the art &amp; cultural communal benefit of Mississauga Residents that aligns with the Culture Division mandate and strategic Master Plans.</p>	<ul style="list-style-type: none"> <li>80% of the group's Members and Registered Participants must be Mississauga Residents.</li> <li>Approved Regional Groups must meet a 30% Mississauga Residency requirement. Arts &amp; Culture Clubs cannot have Regional Group status.</li> </ul>	<ul style="list-style-type: none"> <li>Rental Rate Category – Affiliated</li> <li>12 free monthly room bookings for executive meetings</li> <li>1 free AGM room booking</li> <li>Priority Booking</li> <li>Permission to place a promotional sign on a City road allowance</li> <li>Staff liaison hours</li> <li>Special event Vendor licence – Community rate</li> <li>Registered Group Civic Mark</li> </ul>
<b>Older Adult Provider &amp; Clubs</b>	<b>Residency &amp; Additional Requirements</b>	<b>Eligible Benefits</b>
<p>Provider: A group that provides direct programs/service delivery for</p>	<ul style="list-style-type: none"> <li>90% of the group's Members and Registered Participants</li> </ul>	<ul style="list-style-type: none"> <li>Rental Rate Category – Affiliated Seniors</li> </ul>

<p>older adults that aligns with the Recreation Division mandate and strategic Master Plans.</p> <p>Club: A social club operated by Mississauga older adults for the leisure or social benefit of older adults who are Mississauga Residents that aligns with the Recreation Division mandate and strategic Master Plans.</p>	<p>must be Mississauga Residents and be fifty five (55) years and older</p> <ul style="list-style-type: none"> <li>• Must have a minimum of 50 Members and/or Registered Participants</li> <li>• Provide quarterly program statistics</li> <li>• Older Adult Providers and Clubs cannot have Regional Group status</li> </ul>	<ul style="list-style-type: none"> <li>• 12 free monthly room bookings for executive meetings</li> <li>• 1 free AGM room booking</li> <li>• Staff liaison hours</li> <li>• Permission to place a promotional sign on a City road allowance</li> <li>• Special event Vendor licence – Community rate</li> <li>• Registered Group Civic Mark</li> </ul>
<b>Community Sport Provider</b>	<b>Residency Requirements</b>	<b>Eligible Benefits</b>
<p>A Mississauga based sport group that delivers league-based programs and/or services that directly benefit Mississauga Residents and that aligns with the Recreation Division mandate and strategic Master Plans.</p> <p>(Groups who have 80% or more youth are not eligible to be a Community Sport Provider if sanctioned by a sport governing body.)</p>	<ul style="list-style-type: none"> <li>• 80% of the group's Members and Registered Participants must be Mississauga Residents or for approved Regional Groups, 55% Mississauga Residents</li> <li>• Must have a minimum of 50 Registered Participants annually</li> </ul>	<ul style="list-style-type: none"> <li>• Rental Rate Category – Community</li> <li>• 12 free monthly room bookings for executive meetings</li> <li>• 1 free AGM room booking</li> <li>• Special event Vendor licence – Community rate</li> <li>• Permission to place a promotional sign on a City road allowance</li> <li>• Staff liaison hours</li> <li>• Groups may also receive allocation benefits under the Outdoor Sports Field Management Policy and the Arena Ice Allocation Policy</li> <li>• Registered Group Civic Mark</li> </ul>
<b>Affiliated Sport Provider</b>	<b>Residency Requirements</b>	<b>Eligible Benefits</b>
<p>A Mississauga-based group sanctioned by the sport's governing body, which provides organized league-based sport activities and/or services primarily to youth (21 and</p>	<ul style="list-style-type: none"> <li>• 90% of the group's Members and Registered Participants must be Mississauga Residents or meet the Registered Participant</li> </ul>	<ul style="list-style-type: none"> <li>• Rental Rate Category <ul style="list-style-type: none"> <li>➤ Youth – Affiliated</li> <li>➤ Adult – Community</li> </ul> </li> </ul>

<p>under), that aligns with the Recreation Division mandate and strategic Master Plans.</p> <p>Adult leagues/programs within an Affiliated Sport group can only comprise 20% of the group and will be categorized as a Community Sport Provider.</p>	<p>residency requirements approved annually by the Director, Recreation</p> <ul style="list-style-type: none"> <li>For approved Regional Groups, 55% Mississauga Residents must be Members</li> <li>Must have a minimum of 50 Registered Participants annually</li> </ul>	<ul style="list-style-type: none"> <li>12 free monthly room bookings for executive meetings</li> <li>1 free AGM room booking</li> <li>Permission to place a promotional sign on a City road allowance</li> <li>Staff liaison hours</li> <li>Special event Vendor licence – Community rate</li> <li>Groups may also receive allocation benefits under the Outdoor Sports Field Management Policy and the Arena Ice Allocation Policy</li> <li>Registered Group Civic Mark</li> </ul>
<b>Rate-Payer/Resident Provider</b>	<b>Residency &amp; Additional Requirements</b>	<b>Eligible Benefits</b>
<p>Neighbourhood associations that strengthen and support resident engagement and provide opportunities for greater active participation in Mississauga communities by delivering one or more neighbourhood based activities/programs or events that align with a Department and/or Division mandate and strategic Master Plans.</p>	<ul style="list-style-type: none"> <li>100% of the group's Members and Registered Participants must be Mississauga Residents</li> <li>Must have a clearly defined Membership with geographic boundaries</li> <li>Must have one or more neighbourhood based activities/programs/events that align with a Department and/or Division mandate and strategic Master Plans</li> </ul>	<ul style="list-style-type: none"> <li>Rental Rate Category – Affiliated</li> <li>12 free monthly room bookings for executive meetings</li> <li>1 free AGM room booking</li> <li>Priority Booking</li> <li>Permission to place a promotional sign on a City road allowance</li> <li>Staff liaison hours</li> <li>Special event Vendor licence – Community rate</li> <li>Registered Group Civic Mark</li> </ul>
<b>Business Improvement Areas (BIA)</b>	<b>Residency &amp; Additional Requirements</b>	<b>Eligible Benefits</b>
<p>Approved Business Improvement associations that strengthen and</p>	<ul style="list-style-type: none"> <li>100% of the group's Members and Registered</li> </ul>	<ul style="list-style-type: none"> <li>Rental Rate Category – Affiliated</li> </ul>



support resident and local business engagement in Mississauga that align with the City's mandate and strategic Master Plans.	<p>Participants must be businesses registered and operating in Mississauga</p> <ul style="list-style-type: none"> <li>• Must have a clearly defined membership with geographic boundaries</li> <li>• Must have one or more neighbourhood based activity/program/event that support department and/or division Master Plans</li> </ul>	<ul style="list-style-type: none"> <li>• 12 free monthly room bookings for executive meetings</li> <li>• 1 free AGM room booking</li> <li>• Priority Booking</li> <li>• Permission to place a promotional sign on a City road allowance</li> <li>• Staff liaison hours</li> <li>• Special event Vendor licence – Community rate Registered Group Civic Mark</li> </ul>
<b>Community Stewardship Provider and Clubs</b>	<b>Residency Requirements</b>	<b>Eligible Benefits</b>
<p>Provider: A group that provides environmental, education and stewardship programs, which could include naturalization, horticulture, gardening, and urban agriculture that aligns with the Parks, Forestry &amp; Environment Division mandate and strategic Master Plans.</p> <p>Club: A social club for the environmental and naturalization benefit of Mississauga that aligns with the Parks, Forestry &amp; Environment Division mandate and strategic Master Plans.</p>	<ul style="list-style-type: none"> <li>• 80% of the group's members and Registered Participants must be Mississauga Residents</li> <li>• Approved Regional Groups must meet a 30% Mississauga Residency requirement</li> </ul>	<ul style="list-style-type: none"> <li>• Rental Rate Category – Affiliated</li> <li>• 12 free monthly room bookings for executive meetings</li> <li>• 1 free AGM room booking</li> <li>• Priority Booking</li> <li>• Permission to place a promotional sign on a City road allowance</li> <li>• Staff liaison hours.</li> <li>• Special event Vendor licence – Community rate</li> <li>• Registered Group Civic Mark</li> </ul>