activeassist fee assistance program

MISSISSAUGA

Supporting Document List

The ActiveAssist Application Form can either be submitted using our online form, or you may choose to visit your local community centre and submit the application form in person.

You will need to provide one or more current documents listed below when you submit your application. All support documents must be from the current base tax year. Ontario Works and Ontario Disability Support Program must be from the current month. The City of Mississauga reserves the right to request additional documentation.

Please note: If your current address does not match the address listed on any of the documents provided, we would require a current lease/mortgage document as proof of address.

Applying as an individual/family without dependants:

- Canada Revenue Agency Notice of Assessment(s) T451, line 236 (NofA),* ***or;***
- Ontario Works monthly statement (OW),** ***or;***
- Ontario Disability Support Program monthly statement (ODSP)** ***Please note****: If you are using the MyBenefits application and do not receive a paper statement, you may contact your caseworker and ask them to provide you with a "Confirmation of Income Support" letter*

*Separate documents must be presented for each person listed on the application form

**all persons listed on the application form must be listed on the document presented

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Applying as a family with dependants:

- Canada Child Benefit Notice (CCB), ***or;***
- Canada Groceries and Essentials Benefit (CGEB), ***or;***
- Ontario Disability Support Program monthly statement (ODSP) ***Please note****: If you are using the MyBenefits application and do not receive a paper statement, you may contact your caseworker and ask them to provide you with a "Confirmation of Income Support" letter*

**all persons listed on the application form must be listed on the document presented

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Applying with refugee status or a qualifying newcomer to Canada:

Refugees and qualifying newcomers to Canada residing in Mississauga are eligible to apply for ActiveAssist within the first year of receiving documentation indicating immigration status (income is not a requirement):

- Confirmation of Permanent Residency (PR) indicating refugee status (issued within one year), ***or;***
- Refugee Protection Claimant Document (RPCD) (issued within one year), ***or;***
- A document issued under a special program of the IRC (Immigration, Refugees and Citizenship Canada) such as a visa issued under CUAET (Canada-Ukraine Authorization for Emergency Travel) (ETV)

Immigration documentation is required for each member of the family. Dependants under the age of 18 cannot apply as individuals. A parent or legal guardian must complete an application on their behalf.

Applicants will be required to confirm residency by providing a bank statement or lease/ rental agreement or a letter from a host family, as applicable.

Confirmation of Mississauga Address (if needed):

If your current address does not match the address listed on the document you are providing, please also upload one of the documents listed below to show proof of address:

- Mortgage, rental/lease agreement, ***or;***
- Utility bill (hydro, gas, water), ***or;***
- Property tax bill, ***or;***
- Insurance policy (home/tenant/auto), ***or;***
- Current Valid Ontario Driver's License, ***or;***
- Current Valid Ontario Photo Card

For questions please contact:
Customer Service Centre, 5600 Rose Cherry Place, L4Z 4B6; (905) 615-4100; recreation.subsidy@mississauga.ca