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TSAWWASSEN FIRST NATION

Tsawwassen First Nation

Tsawwassen Child Benefit Program Policy

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Kim Baird
Interim Chief Administrative Officer

Table of Amendments

Section(s) Amended	Date	Order number	Come Into Force Date
Table of Contents amended Duplicated section numbers amended (4 and 8.4) s.9.4 and s.9.5 amended Sch A amended	03/06/2022	O.047-2022	03/06/2022
Sections 7.8, 9.1, 9.2 amended Sections 9.4 and 9.5 repealed and replaced Section 9.6 repealed	21/02/2023	O.016-2023	21/02/2023

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1. Authority

Under section 17 of the *Education, Health and Social Development Act*, Executive Council may provide financial assistance for those caring for or having custody of a Tsawwassen child.

2. Definitions

In this policy:

- a) **“Application Form”** means the application form at Schedule A of this policy;
- b) **“guardian”** has the same meaning as in the *BC Family Law Act*.
- c) **“Tsawwassen Member”** means a Tsawwassen Individual who is enrolled under the final agreement in accordance with Chapter 21 [Eligibility and Enrolment] of the final agreement;

3. Purpose

The purpose of the Tsawwassen Child Benefit Program is to provide financial aid to families to support the quality of life of Tsawwassen children. The benefit will be paid to a parent or guardian who is primarily responsible for the care and upbringing of the child and will be shared between guardians who share that responsibility.

4. Principles

The following principles guide the development and implementation of this policy:

- a) Children and youth are the future of our Nation; their safety and their physical, emotional, spiritual, and mental health are of the utmost importance.
- b) Financial strain in the home can place stress and uncertainty upon children and youth, the TFN Child Benefit promotes financial security and stability.
- c) Children and youth are a blessing to our Nation; we work together to raise them up.
- d) We have a duty to provide for children and youth and commit ourselves to their wellness and development.

5. Eligibility

Any Tsawwassen Member aged 18 and under is eligible for the benefit.

6. Benefit Amount

The amount of the benefit is \$2000.00 Canadian dollars per calendar year.

7. Benefit Recipient

Benefit payments may be made in whole to one guardian or split amongst guardians according to this policy.

7.1 Primarily Responsible Guardian(s) to Receive Benefit

The individual(s) primarily responsible for the care and upbringing of the child should receive the benefit payments. Primary responsibility includes taking care of things such as:

- a) Supervising the child's daily activities and needs,
- b) Making sure the child's medical needs are met, and
- c) Arranging for child care when necessary.

7.2 Two Guardians in One Home

When two guardians reside in the same home as the child, and only one guardian is a Tsawwassen Member, the Tsawwassen Member guardian should receive the benefit payment. If both guardians are Tsawwassen Members then either guardian may receive the benefit payment.

7.3 Shared Custody

If a child shares their time equally between two guardians, they are considered to have shared custody for the purposes of the Tsawwassen child benefit.

- 7.3.1** Both guardians with shared custody should split the benefit payment equally, regardless of Tsawwassen Membership.
- 7.3.2** Despite subsection 7.3.1, two guardians with shared custody may split the benefit payments in any proportion by indicating the desired split on the application form. Both individuals must sign the application form.

7.4 Primary Custody

If a child lives with one guardian most of the time (greater than 50%), that guardian is considered to have primary custody for the purposes of the Tsawwassen child benefit.

- 7.4.1** The guardian with primary custody should receive the benefit payment, regardless of Tsawwassen membership.
- 7.4.2** If the guardian with primary custody possesses a court order or other documentation of the custody arrangement, it must be provided with the application.
- 7.4.3** Despite subsection 7.4.1, two guardians may split the benefit payments in any proportion by indicating the desired split on the application form. Both guardians must sign the application form.

7.5 Independent Children

A child who no longer lives with a guardian and is primarily responsible for meeting their own daily needs should receive the benefit payments directly. A former guardian must confirm this situation by signing the application form.

7.6 Changes in Custody

Guardian(s) must submit a new application form when there are changes in custody they do not consider temporary. A child who becomes independent must submit a new application form.

7.7 Other Changes in Payment Recipient

Guardian(s) may change the payment recipient(s) by submitting a new application form.

7.8 Minor's Trust

The benefit payment will be deposited in the Minor's Trust if a complete application form is not received before the application date in section 9.5. No back payments will be issued to Guardians or independent children. Guardians may choose to have the benefit payment deposited in the Minor's Trust by indicating their choice on the application form.

8. Guardian(s) Responsibility to Provide Accurate Information

It is the guardian(s)' or independent child's responsibility to provide accurate information regarding the custody arrangement on the application form.

8.1 Proof of Custody Arrangement

The Finance Department may require proof of a custody arrangement before approving an application. Proof may include a court order, co-parenting agreement, notarized letter, or other evidence acceptable to the Finance Department.

8.2 Inaccurate Applications

Payment recipients who provide inaccurate information on the application form are required to pay back any benefit payments received under that application. The guardian(s) must submit a new application form and the funds will be redistributed according to that application form.

9. Application Process and Payment Dates

9.1 Application Deadline for First Payment

To receive the first benefit payment, a complete application form must be submitted to the Finance Department on or before the application deadline indicated in section 9.5. Per section 7.8, any benefit payments issued before an application is approved will be deposited into the Minor's trust.

9.2 Application Remains Valid

After the first payment, the benefit recipient(s) will continue to receive the benefit payments until a new application is approved or until the Final Payment date listed in section 9.5. It is not necessary to submit a new application every year.

9.3 Process when a child is born

Guardian(s) must first apply for TFN Membership when a child is born. After enrolment is approved, the guardian(s) can apply for the Tsawwassen Child Benefit.

9.4 Final benefit payment before a child turns 19 years old

The final benefit payment will be issued in the quarter before a child turns 19 years old, as described in the table in section 9.5.

9.5 Payment Schedule

Payment Number	Application Deadline	Payment Date	Payment Amount	Final Payment
Quarter 1 Payment	The second Friday of January	The second week of February	\$500.00 CAD	This is the final payment for an 18-year-old child whose 19 th birthday is April 1 to June 30.
Quarter 2 Payment	The second Friday of April	The second week of May	\$500.00 CAD	This is the final payment for an 18-year-old child whose 19 th birthday is July 1 to September 30.
Quarter 3 Payment	The second Friday of July	The second week of August	\$500.00 CAD	This is the final payment for an 18-year-old child whose 19 th birthday is October 1 to December 31.
Quarter 4 Payment	The second Friday of October	The second week of November	\$500.00 CAD	This is the final payment for an 18-year-old child whose 19 th birthday is January 1 to March 31.

Schedule A – Tsawwassen Child Benefit Application Form

Insert Schedule A here



Tsawwassen First Nation Tsawwassen Child Benefit Application Form

The information on this form is collected for the purposes of administering the Tsawwassen Child Benefit. All personal information is collected in accordance with the TFN *Freedom of Information and Protection of Privacy Act*.

One form must be filled out for each child.

Please email the completed form to Joanne Williams: jwilliams@tsawwassenfirstnation.com.

Section 1: Information about the Child	
Full Name:	Birthdate:
Section 2: Custody Arrangement	
The Finance Department may request proof of custody arrangement before approving the application.	
<p>Select one:</p> <ul style="list-style-type: none"> <input type="radio"/> The child lives with two guardians in one home. The benefit payments will go to the TFN Member guardian. If both are TFN Members, it will go to the guardian identified as Parent/Guardian #1 below. Both parents to sign off below. <input type="radio"/> The child shares their time equally between two guardians at two homes (50/50). The benefit payments will be split equally between the guardians, regardless of TFN Membership. Both parents to sign off below. <input type="radio"/> One guardian has primary custody (the child lives with one guardian more than 50% of the time). The benefit payments will go to the guardian with primary custody regardless of TFN membership. Attach a copy of the court order or custody agreement. <input type="radio"/> The child does not live with a guardian (Independent). The benefit payments will go to the child. A former guardian must confirm this situation by signing this form as parent/guardian #2. <input type="radio"/> Both guardians want to request an alternative payment arrangement. The benefit payments may be split between guardians in any proportion if both guardians agree. Use Section 3 of this form to indicate the alternative arrangement desired. 	
Section 3: Alternative Arrangements	
Only use this section if you have selected Alternative Arrangement in Section 2. Enter the benefit portion in dollars (\$) with a total of \$2,000 OR enter the portion in percent (%) with a total of 100%. Both guardians must sign this form.	
Portion of the benefit to be paid to Parent/Guardian #1:	
Portion of the benefit to be paid to Parent/Guardian #2:	



Tsawwassen First Nation Tsawwassen Child Benefit Application Form

Section 3: Acknowledgement and declaration in respect of a payment to legal guardian(s) on behalf of a minor

By signing this form, I/We represent and declare that I am/we are the legal guardian(s) of the above named Tsawwassen Child and that the funds received in respect of the minor will be used for their benefit.

And

I/We agree that if TFN receives proof of a custody arrangement that differs from the information provided herein, this application will be deemed inaccurate. I/we will repay any benefit payments received under this application and any such amounts may be taken out of distributions.

Parent/Guardian #1 or Independent Child	Parent/Guardian #2
TFN Member (Y/N): _____	TFN Member (Y/N): _____
Print Name: _____	Print Name: _____
Signature: _____	Signature: _____
E-Mail: _____	E-Mail: _____
Phone: _____	Phone: _____
Date: _____	Date: _____
Witness	Witness
Print Name: _____	Print Name: _____
Signature: _____	Signature: _____
Email: _____	Email: _____
Date: _____	Date: _____

Office Use Only