

PROPERTY IMPROVEMENT PROGRAM (PIP) 2017

West Broadway Community Organization (WBCO) is providing small exterior fix-up grants for **homeowners** in West Broadway neighbourhood. The purpose of the Property Improvement Program is to encourage homeowners to make major improvements to the exterior of the house and land. These types of housing improvements will increase the longevity of an aging housing stock, retain historical character of house, enhance streetscape beautification, and foster sustainability through energy efficiency measures. As a part of WBCO's neighbourhood revitalization strategy, property improvements of this nature attract further social, economic and community reinvestment.

Please read the *Property Improvement Program* Guidelines carefully below.

Homeowner ELIGIBILITY GUIDELINES

- The property you are applying for must be your principal residence.
- The program will **cost share 40/60** on a project with a homeowner, with the homeowner contributing 60% of the project cost.
- WBCO will contribute up to \$1,500.
- Projects must cost at least \$1,000 to be considered (smaller projects may be considered if all funds are not allocated by July 31, 2017).
- The program targets only **exterior improvements** to the house and land.
- Homeowners must obtain at least **two estimates** from contractors or building material retailers.
- Please fill out the **Application Form on Page 3** and return it with two (2) estimates from contractors and building material retailers to the West Broadway Community Organization, 608 Broadway. If you do not have any estimates or only one estimate, please submit them with the Application along with a written request for an extension.
- Applications are approved on a case-by-case basis, and intake is ongoing throughout the summer.
- **Priority access is given to properties north of Broadway; homeowners south of Broadway may be eligible, provided funding is available.**
- Homeowners that have received a grant in the last three years (2014-2016) are ineligible to apply.
- **Homeowners must receive approval from WBCO before starting the project.**

General Guidelines:

- Projects must be completed by the **March 31st, 2018 deadline**. Late projects will be reviewed for extensions and/or may be disqualified.
- When a home owner chooses a **different contractor** from those submitted with the application, the home owner must contact WBCO with pertinent information before approval.
- The project must adhere to City of Winnipeg Building Codes and Standards. Please consult with the City of Winnipeg for information on Building Codes, Standards and Permits.
- Hiring family members and relatives is prohibited unless they are a licensed contractor.
- The program does not cover the cost of existing raw building materials or renting or purchasing equipment.

- The program does not cover the cost of interior renovations such as electrical, plumbing, structural, mechanical, flooring, carpet. Non-attached buildings or appendages on the property, such as foundations, and garages are also not eligible.
- The program encourages home owners to hire local trades-people.
- For details on available government funding for housing and energy efficiency improvements, Homeowners are encouraged to contact:
 - Manitoba Hydro's Low Income Energy Efficiency Program at 204-480-5900
 - Manitoba Housing's Homeowner Renovation Assistance Program at 204-945-5566

Project Inspection Process and Grant Payment Guidelines

- The PIP Inspector and/or Housing Development Coordinator will speak with the homeowner for their eligibility in the program. WBCO will review the type of project, contractor and building material estimates and overall project budget.
- **Homeowners must receive approval from WBCO before starting the project.**
- The PIP Inspector will conduct periodic site visits during the stages of the project until completion.
- The PIP Inspector will conduct a final site visit at the completion of the project as a part of the final approval process and homeowners must submit **paid invoices or receipts** that indicate the work has been paid for in full.
- Homeowners will be contacted with the results of the grant by mail, telephone or in-person.
- WBCO reserves the right to refuse a PIP Grant based on false claims made by the homeowner to the program.

IMPORTANT NOTE:

- If you are renting a part of this house to tenant(s), please make a request for a **Rental Property Owner Application Form** by going onto our website at <http://www.westbroadway.mb.ca/housing-2/pip>.

If you have any questions or want more information, please call Kelly at 204-774-7201 ext. 2.

Good luck with your project proposal.

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PLEASE PRINT

PROPERTY IMPROVEMENT PROGRAM (PIP) 2017
HOMEOWNER APPLICATION FORM



Date: _____

Homeowner Name: _____ Homeowner Signature: _____
(Name of the registered and legal property owner)

Homeowner Address: _____ Homeowner Telephone: _____

Email: _____

Is this property your principal residence? Yes No

CHECK OFF ONE OR MORE OF THE FOLLOWING IMPROVEMENT ITEMS

- 1. PAINT EXTERIOR HOUSE (Low VOC Paint) -----
- 2. NEW FENCES (Recycled Lumber - priority) -----
- 3. NEW SIDEWALK REPLACEMENT (front only)-----
- 4. FRONT STAIRS REPLACEMENT -----
- 5. PORCH OR VERANDA REPAIR OR REPLACEMENT -----
- 6. MASONRY-----
- 7. NEW FRONT DOOR (Energy Star rating)-----
- 8. NEW WINDOWS (Energy Star rating) -----
- 9. EAVESTROUGH/SOFFITS/FASCIA -----
- 10. NEW ROOF -----
- 11. SAFETY LIGHTING (installed by an electrical contractor only) -----
- 12. LANDSCAPING-----

Please read and sign as the legal property owner:

It is understood and agreed that if the property is sold by the legal property owner before the minimum of 12 months from time of receiving of the grant (WBCO cheque date), the property owner shall pay back the grant in full before transfer of the legal property title.

Legal Property Owner Name (please print)

Legal Property Owner Name (signature)

PLEASE forward this APPLICATION FORM to:
West Broadway Community Organization
608 Broadway
Office Hours: Monday to Thursday,
10:00 a.m.–4:00 p.m. 204 774 7201 x2
housing@westbroadway.mb.ca

