



No. CIP-____/____

**APPLICATION FOR GRANT/LOAN
BROWNFIELDS
under the
COMMUNITY IMPROVEMENT PLAN**

A Complete Application consists of:

- ☐ One complete application form signed by appropriate parties
- ☐ One copy of the deed of property
- ☐ A summary of the project and proposed improvements
- ☐ Photographs of the existing structures(s)/historical photographs
- ☐ A heritage impact statement for designated or eligible properties
- ☐ A site plan and/or professional design/study/architectural drawings
- ☐ Specification of the proposed works, including a work plan for the improvements to be completed and construction drawings
- ☐ Estimated project construction costs, including an itemized listing of said costs
- ☐ Environmental reports and/or Record of Site Conditions, as necessary
- ☐ Three (3) itemized quotes (for study grant applications)

Name of Applicant:	Name of Property Owner (if different than applicant):
Address:	Address:
Telephone:	Telephone:
Email:	Email:
Business Name (if applicable):	Business Name (if applicable):



Application for Grant/Loan – Brownfields
Community Improvement Plan
CIP ____/____

Design Consultant:	Other Consultant:
Address:	Address:
Telephone:	Telephone:
Email:	Email:

Incentive Request	Criteria (refer to By-law for clarification)	✓	Requested Amount (if applicable)
Brownfield Development Grant – Phase I	One time grant up to 50% Maximum \$5,000		
Brownfield Development Grant – Phase II	One time grant up to 50% Maximum \$10,000		
Brownfield Development Tax Cancellation Program	Cancellation of municipal portion of property tax for up to 3 years.		
	Cancellation of the education property tax increase up to 3 years, if approved by the Minister of Finance		
Brownfield Development Property Tax Increment Program	Tax break scaled over 4 years		
Brownfield - Permit/Application Fees Grant	One time grant maximum \$500		

Total projected \$ value of project:



Application for Grant/Loan – Brownfields
Community Improvement Plan
CIP ____/____

Property Information:			
Street or Property Address (if applicable):			
Legal Description including any reference plans:			
Frontage:	Depth:	Area:	
_____	_____	_____	_____

Existing Use:	
Proposed Use:	
Is the property designated under the Ontario Heritage Act?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are property taxes paid in full on this property?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are water/sewer accounts paid in full on this property?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are there any outstanding work orders on this property?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you hiring a local contractor?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you purchasing materials/supplies locally?	<input type="checkbox"/> Yes <input type="checkbox"/> No
NOTE: If you are undertaking the work yourself, you may not request a grant/loan for labour, however, you may request a grant/loan for materials and supplies.	



Application for Grant/Loan – Brownfields
Community Improvement Plan
CIP ____/____

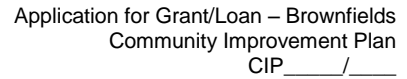
Phase I		
Phase II		
Tax Cancellation Program	<p>Has a Phase I and/or Phase II been completed? If yes, please indicate the name and date the Study was completed.</p> <p>Phase I Name: _____</p> <p>Date: _____</p> <p>Phase II Name: _____</p> <p>Date: _____</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pending
	Is the remediation/risk assessment estimated to be more than \$50,000?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Estimated cost of remediation work	\$ _____
Property Tax Increment Program	<p>Has a Record of Site Condition been applied/granted by the Ministry of Environment? If yes, please indicate the date.</p> <p>MOE Submission Date: _____</p> <p>MOE Approval Date: _____</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>Have you applied for any other sources of government and/or non-profit organization funding that can be applied against the eligible costs are anticipated or have been secured?</p> <p>If yes, please specify funding agency and amount of financial assistance received:</p> <p>_____</p> <p>_____</p>		<input type="checkbox"/> Yes <input type="checkbox"/> No



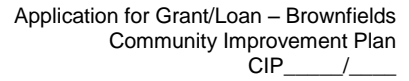
Application for Grant/Loan – Brownfields
Community Improvement Plan
CIP ____/____

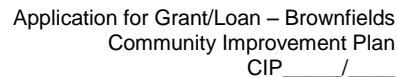
Itemized quotes for Phase 1 & 2 EA Studies	Contractor Name/Address	Quote Amount
Quote 1		
Quote 2		
Quote 3		

Provide a summary of planned work to all areas of the property below



This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

[illegible]7



Tax Information:	
Current Assessed Value of Property:	\$
Current Property Taxes (Annual):	\$

PROJECT DESCRIPTION: Please provide a detailed description for the proposed redevelopment of the site (building size/type, number of stories, construction materials, etc.). Include number of new residential units/sq.ft to be constructed/rehabilitated, commercial/industrial space (sq.ft) to be constructed/rehabilitated, and types of improvements to be constructed. (Please attached a set of detailed architectural/design and/or construction drawings)

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



Application for Grant/Loan – Brownfields
Community Improvement Plan
CIP ____/____

--	--

Eligible Cost:	Actual/Estimated Cost
Building Demolition	\$
Building construction, rehabilitation and retrofitting	\$
On-site infrastructure upgrading (i.e: on-site water sewers, sanitary sewers, stormwater management)	\$
Off-site infrastructure upgrading (i.e: off-site water services, stormwater management, electric and gas utilities)	\$
Total Eligible Construction/Rehabilitation Costs	\$

Construction Schedule:	
Approximate Start Date of Demolition of Existing Buildings	
Approximate End Date of Demolition of Existing Buildings	
Approximate Start Date of Rehabilitation/Construction	
Approximate End Date of Rehabilitation/Construction	



Application for Grant/Loan – Brownfields
Community Improvement Plan
CIP ____/____

AUTHORIZATION BY OWNER

I, the undersigned being the owner of the subject land of this application for a grant/loan, hereby
authorize

_____ (please print name)
to be the applicant in the submission of this application.

Furthermore, I/we, being the registered owner(s) of the subject lands, understand that should the
application be approved an agreement will be entered into with the Town by ourselves, the registered
owner(s) of the property.

Signature of Owner

Signature of Owner

Date

Date

DECLARATION OF QUALIFIED PERSON

A Phase II Environmental Site Assessment (ESA) has been conducted on the property described in this application, and as of the
date of the Phase II ESA was completed, this property did not meet the standards that must be met under subparagraph
4i of Subsection 168.4 (1) of the Environmental Protection Act to permit a record of site condition to be filed under that subsection
in the Environmental Site Registry.

Name of Qualified Person (please print)

Title

Signature of Qualified Person

Company Name



Application for Grant/Loan – Brownfields
Community Improvement Plan
CIP ____/____

DECLARATION OF APPLICANT

I, _____ of the _____ Municipality of _____ in the
Applicant First & Last Name Municipality Name
 _____ County of _____ solemnly declare that:
County Name

All the statements contained in this application and provided by me are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Furthermore, I, being the applicant of the subject lands, hereby authorize Town Council, staff and/or agents, to enter upon the property for the purpose of conducting a site inspection with respect to the attached application

Witness

Signature of Applicant

Witness

Signature of Applicant

Office Use Only:		Roll No: _____
Property Taxes in Good Standing: <input type="checkbox"/> Yes <input type="checkbox"/> No _____ (initial)	Water/Sewer in Good Standing: <input type="checkbox"/> Yes <input type="checkbox"/> No _____ (initial)	Other: _____
Outstanding Work Orders (Bldg Dept): <input type="checkbox"/> Yes <input type="checkbox"/> No _____ (initial)	Outstanding Work Orders (Fire Dept): <input type="checkbox"/> Yes <input type="checkbox"/> No _____ (initial)	Other: _____
_____ Date of Submission	Application Complete: _____ Signature	_____ Date

Town of Prescott
360 Dibble Street West, Prescott, Ontario, K0E 1T0

Submit applications to: Prescott Economic Development Department

By email: dvalentyne@prescott.ca

In person/by mail: Town of Prescott, Economic Development Department
Attention to: Dana Valentyne, Economic Development Officer
360 Dibble St. W PO Box 160 Prescott, ON K0E 1T0