



City of Timmins Development Services Department  
Downtown Financial Incentive Programs  
220 Algonquin Blvd. E.  
Timmins, ON P4N 1B3  
Phone: (705) 360-2600 x3347  
Fax: (705) 360-2678

## DOWNTOWN FINANCIAL INCENTIVE PROGRAM GRANT APPLICATION FORM

Property Owner(s): \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Address of Property: \_\_\_\_\_

Property Roll Number: \_\_\_\_\_

Applicant Phone / Cell #: \_\_\_\_\_

Applicant Fax #: \_\_\_\_\_

Address of Applicant: \_\_\_\_\_

\_\_\_\_\_

**Check off the grants for which this application applies. Indicate grant amount requested.**

- 1. Facade Improvement Grant (max. \$15,000)  \_\_\_\_\_
- 2. Municipal Fee Rebate  \_\_\_\_\_
- 3. Demolition and Tipping Fee Rebate (max. \$15,000)  \_\_\_\_\_
- 5. Energy Efficiency Grant (max. \$15,000)  \_\_\_\_\_
- 6. Building Code Upgrades
  - a) Accessibility (max. \$15,000)  \_\_\_\_\_
  - b) Upper Storey Residential Conversion (max. \$15,000)  \_\_\_\_\_
  - c) Other Upgrades to Building Code Grant (max. \$15,000)  \_\_\_\_\_

***Please note: there is a maximum of \$15,000 in total grants per property***

**1. If you are not the property owner, has the owner signed this form to authorize you to make this application?** YES  NO

**2. Related Applications for this Property**

Have you applied for other CIP programs for this property YES  NO

If yes, please describe:

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**3. Project Information**

Building Permit Number (or application #): \_\_\_\_\_

Permit Application Date: \_\_\_\_\_

Building Permit Fees Paid: \$ \_\_\_\_\_

Value of Project (from Building Permit): \$ \_\_\_\_\_

Current Assessment Value of Property \$ \_\_\_\_\_

Total Amount of CIP Funding Requested \$ \_\_\_\_\_

*(Note: maximum amount per property for total of all grants is \$15,000)*

**4. Are there any outstanding work orders on this property?**

Fire Prevention YES  NO

Property Standards YES  NO

Building Code YES  NO

By-Law Enforcement YES  NO

Other YES  NO

Attach copies of existing work orders to this application, if available.

**5. Is the most current tax receipt attached?** YES  NO

**6. Are taxes in arrears on this property?** YES  NO

6b. Are there water arrears on this property?

YES  NO

**7. PROPOSED IMPROVEMENTS:**

Describe your proposed improvements (or attach drawings and other details if available).

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**8. COST ESTIMATE:**

Attach at least two written estimates from qualified independent contractors/supplies for each grant program (if applicable). Please indicate your preferred estimate (the low estimate does not necessarily have to be selected).

**9. PROJECT TIMELINE:**

Project Start Date: \_\_\_\_\_

Project Completion Date: \_\_\_\_\_

**10. LITIGATION**

Are you presently in or do you have litigation pending with the City of Timmins?

YES  NO

**11. LIABILITY**

Approved grant projects will be required to add the City of Timmins as a named "additional insured" on the property in question's insurance policy.

**Applicants must have a minimum of \$2 million dollars general liability insurance.**

Do you agree to indemnify and hold harmless the City of Timmins from any and all claims arising out of the providing/withdrawal of funds, construction of

projects or any other use of grant funds provided as a result of the grant process? YES  NO

**12. SHARE FINDINGS**

If you are applying for funding for studies, are you willing to share the results of your study? YES  NO

**CONSENT TO APPLY FOR GRANT OR REBATE**

I/We hereby apply for a grant or rebate commitment under the City of Timmins Downtown Community Improvement Plan.

I/We agree to abide by the conditions of the program(s) and certify that the information given herein is true, correct and complete in every respect and may be verified by the municipality.

\_\_\_\_\_  
**Name of Applicant**

*Note: If you are not the property owner, you must include the property owner's signature below.*

\_\_\_\_\_  
**Relationship to Property (i.e., property owner, tenant\*)**

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Name of Property Owner**

\_\_\_\_\_  
**Signature of Property Owner**

\_\_\_\_\_  
**Date**

For further information please contact:  
  
Community Development Planner  
Development Services Department  
The Corporation of the City of Timmins  
220 Algonquin Blvd. E.  
Timmins, Ontario  
P4N 1B3  
  
Tel. (705) 360-2600 x 3347  
Fax (705) 360-2678  
  
e-mail: [CIP@timmins.ca](mailto:CIP@timmins.ca)

- Note 1: If the applicant is not the owner of the building the owner's written permission is required for all proposed work.
- Note 2: Work, to be completed through this application, cannot be started until written approval, for the requested funding assistance is received from the City of Timmins. All required permits (i.e. building, demolition etc) must be obtained prior to the initiation of the proposed works.
- Note 3: All information provided is kept strictly confidential subject to the "Municipal Freedom of Information Act" and the City's financial reporting duties.
- Note 4: The applicant consents to the use of their name and address in connection with any program funding announcements.