



Eligible Repair Project Parameters:

1. To have your project considered and payment processed, all projects requiring a Building Permit in accordance with the Ontario Building Code shall be applied for with the local Building Department, and copies of the Permit as well as the resulting Inspection Certificate will need to be submitted with the invoice(s).
2. To have your project considered and payment processed, all projects requiring an inspection and certification from the Electrical Safety Authority and/or Ministry of the Environment (such as wells and septic systems) shall have appropriate permits obtained along with the Inspection Certificate and will need to be submitted with the invoice(s).
3. Third party opinions that are required for application processing may qualify as a reimbursable cost, and should be identified as part of your request.

Funding Restrictions:

1. Applicants who have previously received federal and/or provincial repair funding (e.g. Residential Rehabilitation Assistance Program – RRAP, Community Homelessness Prevention Initiative – CHPI or Housing Help Centre – Emergency Home Repairs -HHC) may be eligible for funding. If there was an arrangement in effect on October 1, 2010 related to the previous repair funding, or if there is currently an arrangement in effect related to the previous repair funding, then the KHR repair activity must address a need or condition of work which has not been subject of previous repair assistance.
2. Funding is to be used only for completion of the approved project located at the approved address and only for the approved work to be done.

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Acceptable Contractors:

1. Contractors completing work for applicants under the program must be experienced in the applicable trade and able to complete all work in compliance with all relevant codes and legislative requirements to the satisfaction of the City.
2. Contractors must confirm WSIB and proper insurance coverage is in place at the time of service.

Examples of Eligible Repair Projects (include the following, but not limited to):

Health & Safety Related Projects

<u>Examples</u>	<u>Qualifying Requirements</u>	<u>Repair Requirements</u>	<u>Required Documentation</u>
<ul style="list-style-type: none"> • Orders issued by the Fire Department or Health Unit • Heat system • Fire safety • Structural that threatens life safety 	<ul style="list-style-type: none"> • Direct recommendation or Order of a local Fire Chief, Building Official, or qualified professional. 		<ul style="list-style-type: none"> • Written description and photographs of existing conditions and appropriate corrective actions; • Copy of Order; and • Written quotations for the work.
<ul style="list-style-type: none"> • Septic system 	<ul style="list-style-type: none"> • Septic systems that are suspected of being damaged or beyond repair shall have an inspection performed by a certified septic contractor, or qualified Engineer; and • The inspection shall result in a written report. 	<ul style="list-style-type: none"> • All work shall be performed by a licensed septic installer as per OBC and MOE guidelines; • Be comprehensive in nature to adequately address problem; • May include replacement of weeping bed if necessary, and • Must comply with all environmental requirements and Codes. 	<ul style="list-style-type: none"> • Provide third party written report including description of existing conditions and recommendations to remediate the situation; • Photographs if possible; and • Written quotations for the work.

Examples	Qualifying Requirements	Repair Requirements	Required Documentation
<ul style="list-style-type: none"> • Water quality • Well drilling 	<ul style="list-style-type: none"> • Must be related to the water supply for human consumption only. Irrigation wells for landscaping purposes shall not be considered; and • Wells suspected of being deficient, damaged or dry shall be inspected by a qualified individual, resulting in a written report identifying existing conditions and recommended remedies. 	<ul style="list-style-type: none"> • Repairs shall be based on recommendations articulated in third party report; and • All work must be in accordance with all environmental requirements, Codes and Standards with respect to potable water supply. 	<ul style="list-style-type: none"> • Third party inspection report; • Photographs of existing system and description of deficiency; and • Written quotations for the work.
<ul style="list-style-type: none"> • Mold 	<ul style="list-style-type: none"> • Ongoing repeat humidity issues or mold growth. 	<p>Ongoing humidity and/or mold growth:</p> <ul style="list-style-type: none"> • Present on the main level, in common areas such as living rooms and kitchens, consideration should be given to ventilation directly to the exterior of the building; • Present in the basement, a humidistat controlled system being installed is to be considered; • Present in a washroom, and the ventilation equipment is either not existing or not properly functioning, a new 	<ul style="list-style-type: none"> • Written description of existing conditions, its nature, and the proposed solution shall be attached to the application; • Photographs of existing conditions, including mold; and • Written quotations for the work.

<u>Examples</u>	<u>Qualifying Requirements</u>	<u>Repair Requirements</u>	<u>Required Documentation</u>
		<p>installation should be considered directly wired to the light switch. In these instances, ultra quiet low some equipment is strongly recommended for this type of installation;</p> <p>***NOTE: Mold should be remediated in accordance with published remediation standards, to prevent reoccurring situations.</p>	
<ul style="list-style-type: none"> • Electrical systems 	<ul style="list-style-type: none"> • Replacement of old “knob and tube” systems; • Aged panels, wiring, equipment and fixtures; • Damaged or significantly dated wiring distribution systems; • Inefficient, aged, or damaged electrical heating devices; • Improper, missing, or insufficient grounding of existing system; and/or • Introduction of convenience outlets based on accessibility needs. 	<ul style="list-style-type: none"> • All work is to be completed by a licensed electrician; • All replacement equipment is to be ESA/ULC/CSA certified; and • All work is inspected and certified by the Electrical Safety Authority. 	<ul style="list-style-type: none"> • Written description of existing conditions; • Photographs of existing conditions; and • Written quotations for the work.

Accessibility Modifications Examples:

Examples	Qualifying Requirements	Required Documentation
<ul style="list-style-type: none"> • Ramps • Handrails, grab bars • Chair and bath lifts • Height adjustments to countertops • Cues for doorbells/fire alarms 	<ul style="list-style-type: none"> • Accessibility funding is intended for modifications that improve accessibility and are reasonably related to the occupants disability including but not limited to: • Work that is not directly related to the occupant’s disability and necessary to ensure accessibility and safe occupancy of the unit is not eligible for accessibility funding. • Mobility equipment such as walkers, wheelchairs, and scooters are not eligible for accessibility funding. Supportive care and therapeutic devices are also ineligible for accessibility funding. 	<p>Those wishing to access funding for accessibility modifications must have the Accessibility Project Form completed (page 5 of application) by a licensed medical professional.</p>

Structural Related Projects

Examples	Qualifying Requirements	Repair Requirements	Required Documentation
<ul style="list-style-type: none"> • Foundation • Walls, floors, ceilings 	<ul style="list-style-type: none"> • Significant cracks or heaves that allow water to freely enter building. • Sagging or damaged ridge beams; • Sagging or damaged main support beams; • Damaged or rotten exterior wall sections or interior support walls; • Missing siding or damaged, cracked or heaved exterior facades; and/or • Sagging or settled additions and/or extensions to buildings. 	<ul style="list-style-type: none"> • Comprehensive in nature, and to be fully warranted by the Contractor for a minimum of 5 years. • Must be comprehensive and address structural deficiency to the satisfaction of a third party professional. 	<ul style="list-style-type: none"> • Written third party opinion and recommendations from a licensed Architect (OAA) or a licensed Structural Engineer (PEO) <u>may</u> be requested where severe damage is present <ul style="list-style-type: none"> ○ Third party opinion including description of existing conditions,

<u>Examples</u>	<u>Qualifying Requirements</u>	<u>Repair Requirements</u>	<u>Required Documentation</u>
			<p>acceptable solutions and recommended scope of work;</p> <ul style="list-style-type: none"> • Written quotations for the work; and • Photographs of existing conditions.
<ul style="list-style-type: none"> • Roof 	<ul style="list-style-type: none"> • Rotten and/or damaged sheathing, fascia, trusses; and/or • Missing, damaged or aged shingles, damaged steel roofing materials, damaged and leaking membranes, etc. 	<ul style="list-style-type: none"> • New roofs shall be constructed from asphalt shingles; • Steel roofs, existing or not, will not be considered for a replacement unless the cost of a shingle roof is provided as well as the steel, and the applicant assumes the cost differentiation; • Included in the new roof assembly will be new roof vents, new roof penetration boots, new valley iron, ice shield along ridges and valleys, and roof-guard underlayment on all other exposed surfaces under the replacement shingles; and 	<ul style="list-style-type: none"> • Photographs and description of existing conditions; and • Written quotation for the work.

<u>Examples</u>	<u>Qualifying Requirements</u>	<u>Repair Requirements</u>	<u>Required Documentation</u>
		<ul style="list-style-type: none"> Where eaves, fascia and soffits are damaged they too shall be replaced at the same time. 	

Energy Efficiency

<u>Examples</u>	<u>Qualifying Requirements</u>	<u>Repair Requirements</u>	<u>Required Documentation</u>
<ul style="list-style-type: none"> Furnace (e-star rating) Window replacement (double pane, low E Argon) Others (low flush toilet, instantaneous water heater, etc) 	<ul style="list-style-type: none"> An existing heating system must already be in place; and Must either be functioning poorly and/or beyond 15 years in age. Existing windows and doors need to be beyond 15 years of age, visibly deteriorated, and no longer providing adequate thermal properties to ensure relative comfort control within the home. 	<ul style="list-style-type: none"> New systems shall be high efficiency if possible; Wood burning systems will not be considered if this is the sole fuel source, however combination fuels will be accepted; and All new installations are to be inspected and <u>certified</u> appropriately when complete. Copy of Certification required for payment. Replacement units will need to be Energy Star rated for Climate Zone B, with superior thermal properties; For windows, double or triple pane, Low E argon filled window units will be accepted as a satisfactory replacement; and For exterior doors, insulated steel doors or fiberglass doors 	<ul style="list-style-type: none"> Written description of the existing system, inclusive of the type, manufacturer, model #, age, and its method and path of exhausting; Photographs of existing conditions; and Written quotation for the work Multiple photographs of the existing windows, doors and broader photos showing those elements on each elevation of the home; Product sheets complete with specifications and

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		<p>with or without glazing will be accepted as a satisfactory replacement.</p>	<p>diagrams (also known as cut-sheets) for proposed new; and</p> <ul style="list-style-type: none"> • Written quotations for the work.
<ul style="list-style-type: none"> • Insulation (to a minimum R-40 rating) 	<ul style="list-style-type: none"> • Poor or missing insulation in attic areas, exterior walls, and other surfaces that separate exterior and interior spaces. 	<ul style="list-style-type: none"> • All insulation improvements should meet or exceed the requirements of the Ontario Building Code, latest edition; • Be aware that for some spaces, this may require some selective demolition to determine and some existing finishes to be removed; • Particular attention is to be paid to the vapor and air barrier systems, as insulation is only one component of a constructed assembly, and should be treated as such when improvements are considered; and • Great care is to be shown when using blown in insulation in attic spaces. Appropriate measures are to be taken to prevent blockage to soffits which will obstruct proper air flows within the attic area. 	<ul style="list-style-type: none"> • Written description of current insulation R-values in existing areas, and proposed upgrade including method, type and R-value increase; • Photographs where possible; and • Written quotations for the work.

Plumbing Repair

Examples	Qualifying Requirements	Repair Requirements	Required Documentation
<ul style="list-style-type: none"> Replacement or repair of various deteriorated fixtures or piping 	<ul style="list-style-type: none"> Replacement of inefficient toilets and various deteriorated fixtures; Specialty fixtures due to accessibility needs; Relocation of fixtures to accommodate floor plan changes; Introduction of additional fixtures to accommodate personal needs such as walk-in showers and tubs, etc; Introduction of barrier free type fixtures; Perforated piping, mixed piping, and aged piping systems; and/or 	<ul style="list-style-type: none"> All work is to be completed by a licensed plumber; All replacement equipment is to be ULC/CSA certified; All work is inspected and certified by the local Building Official; and Consideration is given to environmentally friendly and consumption reducing fixtures and systems. 	<ul style="list-style-type: none"> Written description of existing conditions; Drawings and specifications for floor plan changes; Photographs of existing conditions; and Written quotations for the work.

Grading and drainage improvements for water management

Examples	Qualifying Requirements	Repair Requirements	Required Documentation
<ul style="list-style-type: none"> Grading Drainage systems 	<ul style="list-style-type: none"> Ponding water around home, or flooding of home. 	<ul style="list-style-type: none"> Whether through verification, repair or replacement of weeping tile, localized grading or additional storm water management devices or features, flooding is to be addressed such that repeat occurrences are not expected. 	<ul style="list-style-type: none"> Written description of the deficiency; Photographs of the grading, and/or ponding and flooding; and Written quotations for the work.

<u>Examples</u>	<u>Qualifying Requirements</u>	<u>Repair Requirements</u>	<u>Required Documentation</u>

Costs that may be approved for KHR projects includes:

- Labour and materials
- Applicable taxes
- Appraisal fees
- Inspection fees
- Building permits
- Drawings and specifications
- Legal fees
- Certificates
- Other project related costs as pre-approved by the City

The KHR program strongly encourages the use of energy-saving products or systems for the required home repairs.