



Basement Flooding Prevention Grant Programme

Due to Storm Events.

What is it?

The City of Brantford Basement Flooding Prevention Grant Program (BFPGP) provides one-time grants of up to \$3,000 to residential homeowners who have documented recurring storm or sanitary sewer back-ups as a result of sewer surcharging. The BFPGP is based on compassionate grounds and is not considered an admission of liability on the part of the City of Brantford.

How does it work?

When a back-up occurs, the homeowner can call the program administrator, who will review the situation for compliance under the program. Each house is reviewed individually to ensure the eligible work will provide the required protection. When the review is completed, the coordinator will then advise the homeowner of their eligibility and options.

BFPGP consists of a one-time grant to offset the cost of eligible work, which may include:

- The installation of a sump pump with battery back-up;
- The disconnection of weeping tiles from the sanitary or storm sewer;
- The installation of a backwater valve to prevent sewer back-ups;
- The re-connection of these weeping tiles to the sump pump;
- Disconnection of downspouts from the sanitary or storm sewer system;
- All materials, labour and the restoration of the disturbed property.

Grant Allowance.

The maximum funding allocation of up to \$3,000 is to assist Homeowners with the installation of hardware or work described above.

Funding.

This Program will be funded in an amount determined by Council in its sole discretion from time to time. Grant commitments will be provided subject to funding availability as determined by Council at its sole discretion from time to time.

Authority.

Section 107 of the Municipal Act enables municipalities to provide grants to residents for any purposes that the council “considers to be in the interests of the municipality”.

Eligibility Criteria.

To be eligible for a grant, the following criteria must be met:

- The Property Owner is defined as: property registered as a single-family residential property or not-for-profit property within the City of Brantford.
- The Grant Program is available to existing homes, not homes in the planning stages or currently under construction
- The property must have its eavestrough downspouts properly disconnected from the City sewer system, where possible.
- A plumber currently licensed by the City of Brantford must be hired to install a back-water valve (with clear cover) as this is the only backwater valve approved in the Province of Ontario for home installation on the main sanitary sewer lateral.
- A contractor or plumber currently licensed by the City of Brantford, must be hired to install a back-water valve.
- A building permit and an approved inspection must be obtained for back-water valve installations.
- Commercial and Rental properties are not eligible for this property under the Municipal Act of Ontario.
- Applicant must complete and sign the release and acknowledgement and attach with application.
- Final invoice(s) must show a cost breakdown of all charges, the total amount paid and be clearly marked as “paid in full”.
- Applicants will have until March 31, 2011 at 4:30 p.m. to submit their application for consideration under the grant program. Applicants within 2010 will have until September 30, 2011 to complete the grant process.
- All documents must be originals. No photocopies will be accepted.
- Homes covered under the Ontario New Home Warranty Programme, Tarion Warranty Program, or the Ontario New Home Warranties Plan Act are not eligible under this program.
- Not-for-profit properties are eligible under this program.
- Grant eligibility is subject to available funding and provided on a first-come, first-served basis **on fully complete applications.**
- Once work has been completed, applicants must fill out and submit the **Declaration of Work Completion Form**

Limitations.

- Work done as a result of this successful application grant program will only be paid once to the property.
- Only one application for each residential property is eligible.
- If the property is in tax arrears or has an outstanding debt with the City of Brantford, payment of the grant will be applied to the tax arrears or debt.
- This program will not be implemented where disaster relief is provided by another level of government (i.e. Ontario Disaster Relief Assistance Program).

Affidavits.

If you are missing documentation which is required for your application, it may be possible to provide a legal affidavit to replace the missing documentation related to your application for the grant.

The affidavit must provide information regarding the dates and circumstances of the back-ups and be prepared by Commissioner of Oaths such as a Lawyer, Notary Public, Justice of Peace or other Public Official approved for the purpose under the Ontario Commissioners for Taking Affidavits Act.

Commissioner-of-Oaths' services are offered through the City Clerk's Office and include affidavits, oaths and statutory declarations. For additional information about these services, contact the City Clerk's Department at 519-759-4150.

How to apply for the Grant

The City of Brantford builds and maintains storm and sanitary sewer systems to the standards required by a responsible municipality, but sometimes storm events happen that are beyond the capacity of that system. When the system is over loaded, buck-ups can occur.

You should consult with the Program Coordinator to see if you may qualify for the program prior to doing any work.

1. Consult with a contractor or plumber licensed by the City of Brantford for an assessment and recommendation for the appropriate installation(s) that will isolate your property from the City's sewer system or protect you from future sewer back-ups and obtain a written quote for the work.

If you are planning on having a back-water valve installed on your property, you or your plumbing contractor must first:

- a) Obtain a permit from the City of Brantford Building Division. (City Hall, 100 Wellington Square. Phone: 519-759-4150)
- b) To obtain a permit, you must go to City Hall, Building Department service counter and provide the required fee and drawing (signed by the property owner). If the proposed work meets the Building Code requirements, you will be provided with a permit.
- c) Request an inspection for the completed installation.

Back-water valve installations require an inspection by the City of Brantford Building Department. Please be sure to schedule an inspection before enclosing or covering the work. This will ensure that the inspector is able to see if the installation meets the applicable Building Code requirements.

2. After the flooding protection work has been completed, pay for the work and obtain an itemized invoice marked "paid in full" from your City of Brantford licensed plumber or contractor.
3. Complete the Grant application form and Declaration of Work Completion Form.
4. Mail the completed form(s) with all the required documentation to:
City of Brantford
Attn: Basement Flooding Grant Programme Administrator
PO Box 818
Brantford, ON N3T 5R7
5. The Program Administrator will review your application and determine if you are eligible for the Grant funding.
6. If your application is incomplete or you have not included the proper documentation, a request will be sent for the required information. If the information is not received by the date noted on the request letter, your application it will not be processed and all documents will be returned to you. If your application is denied, you will be notified by mail. If everything is in order, appropriate funds for work done will be mailed to the property owner.