

PEI Home Renovation Programs



The PEI Home Renovation Programs offer financial assistance to homeowners with modest income to complete essential renovations to their homes.

Eligibility

You are eligible to apply for PEI Home Renovation Programs funding if:

- Your combined income is \$35,000 or less;
- Your property value is \$145,000 or less;
- Your property tax payments are no more than one year in arrears;
- The property is your principal residence;
- You have owned your property for three years or more; and
- You have not reached the current maximum grant through previous applications to the PEI Home Renovation Programs.

Applicants with the lowest household income will be given priority for approval.

Funding

➤ Renovation Program

A maximum lifetime grant of **\$6,000** to complete essential renovations in one, or more, of the following areas:

- Heating
- Electrical
- Structural
- Plumbing
- Fire Safety

➤ Renovation Program for Persons with Disabilities

A maximum lifetime grant of **\$8,000** for individuals with a permanent disability who require renovations to their home to accommodate their disability.





Applying

Fill in the application and send it to us.

You must include the following required supporting documents with your completed application, otherwise your application will not be considered:

Proof of income:

A Canada Revenue Agency (CRA) Statement of Consent (included in the application) signed by all home owners and all occupants in the home over the age of 18, except students between the ages of 18-25, inclusive.

OR

A copy of the most recent CRA Notice of Assessment (NOA) for all home owners and all home occupants over the age of 18, except for students between the ages of 18-25 inclusive. To obtain a copy of the CRA Notice of Assessment, contact: Canada Revenue Agency at <http://www.cra-arc.gc.ca> or call 1-800-959-8281.

You may be required to submit further documentation:

Proof of disability: If you are applying for the Renovation Program for Persons with Disabilities, you may need to submit a Medical Verification Form.

Proof of post-secondary enrollment:

If you have dependent(s) in the home between the ages of 18 and 25, inclusive, enrolled as a full time student at a post-secondary institution, you will need to provide written verification the student is enrolled in an educational institution.

Any renovations completed prior to approval are not eligible for a grant.

Please send your application to:

Email: homereno@gov.pe.ca

Fax: (902) 368-3394

Drop off location:

PEI Home Renovation Programs
Department of Family and Human Services
Housing Services
Sherwood Business Centre
161 St. Peters Road
Charlottetown, PE

Or at the following Access PEI locations:

Charlottetown, 33 Riverside Drive

Souris, 15 Green Street

Alberton, 116 Dufferin Street

Montague, 41 Wood Islands Road

O'Leary, 45 East Drive

Summerside, 120 Heather Moyse Drive

Tignish, 103 School Street

Wellington, 48 Mill Road

For more information, go to

www.gov.pe.ca/go/housing

Or call: (902) 368-4889

Toll Free Telephone: 1-855-374-7366



PEI Home Renovation Programs Application

Privacy Statement

Personal information on this form is collected under the *Provincial Health Number Act* R.S.P.E.I. 1988, Cap. P-27.01 and section 31 of the *Freedom of Information and Protection of Privacy Act* R.S.P.E.I. 1988, Cap. F-15.01, as it relates directly to and is necessary for the provision of the PEI Home Renovation Programs. If you have any questions about this collection of personal information, you may contact the Department of Family and Human Services at 1-855-374-7366.



Property ID number (identified on your property tax bill):					
Property Address:					
Civic address:			City:		
County:			Postal Code:		
Telephone # - daytime:			Telephone # - other:		
Mailing Address: (if different from above)					
Civic address:			City:		
County:			Postal Code:		
List all home owners and all home occupants:					
First Name	Middle Name	Last Name	Date of Birth	Provincial Health Number	Social Insurance Number
			YYYY/MM/DD		
			YYYY/MM/DD		
			YYYY/MM/DD		
			YYYY/MM/DD		
			YYYY/MM/DD		
Total number of occupants in the home:					
Number of occupant(s) between the ages of 18-25, inclusive, in full time studies:					
Clearly describe renovations to be considered for funding and which program funding for which you are applying:					
<input type="checkbox"/> Renovation Program - Identify renovations required within the home:					
<input type="checkbox"/> Renovation Program for Persons with Disabilities - Identify the individual and the renovations required to accommodate the individual's disability within the home:					
Name:					
Description of Disability:					
Description of Renovation:					

PEI Home Renovation Programs (PEIHRP) Declaration:

I/We declare that:

- I/We own the property that is the subject of this application and that I/we have owned the property for three years or more prior to this application.
- The property that is the subject of this application is registered with the Taxation and Property Records Division of the PEI Department of Finance in my/our name(s).
- My/Our Non-Commercial, Residential property is valued at \$145,000 or less (as per Taxation and Property Records market value assessment).
- The property that is the subject of this application is my/our principal residence and it is not a seasonal property. I/We reside in this property at least six months plus one day per calendar year including the months of November to March each year.
- I am a/We are Canadian citizen(s), or landed immigrant(s), and permanent resident(s) of PEI.
- My/Our combined annual income is \$35,000 or less according to line 236 of my/our most recent Canada Revenue Agency Notice of Assessment(s). I/We understand that the definition of combined annual income includes the net income for all home owners and all individuals living in the home over the age of 18, except students between the ages of 18-25, inclusive.
- My/Our property tax payments are no more than one year in arrears.

I/We declare and agree that:

- All renovation work must be approved in writing by the PEIHRP prior to any work commencing. Any renovations started or completed prior to the issuance of an Approval Letter by the PEIHRP will not be eligible for the grant.
- The eligibility of specific renovation costs shall be determined by the PEIHRP. Only renovations included in the application will be considered for the grant.
- I am/We are required to continue to own the property that is the subject of this application for three years after receiving a grant from the PEIHRP. Should ownership of this property change within three years of receiving the PEIHRP grant, I/we agree to immediately notify PEIHRP of the ownership change and understand that a portion of the grant shall be repaid to PEIHRP.
- I am/We are not eligible for a Seniors Home Repair Program grant within two years of receipt of a PEIHRP grant.
- PEIHRP may complete a home inspection prior to grant approval and after renovation completion to ensure all program criteria have been met.
- I/We may apply to the PEIHRP more than once to receive the total lifetime maximum grant that I am/we are eligible to receive.

14. I/We have 90 days from the date of the Approval Letter to complete the renovation and submit final invoice(s) for payment. Extensions to this deadline will only be considered in exceptional circumstances.
15. I am/We are not eligible for a PEIHRP grant if I/we have already reached the current maximum grant through previous applications to the PEIHRP.
16. I am/We are completely responsible for the quality and adequacy of any renovations approved for a PEIHRP grant, which includes responsibility for ensuring compliance with any and all applicable regulatory requirements, including any building code, electrical code, safety code, municipal bylaw or provincial or federal regulation or statute, and I/we agree that in no event shall the Government of Prince Edward Island be liable to anyone in whole or in part for the renovations or any part of the renovations, including any loss or claim by anyone that may result from the renovations.
17. Funding is provided as a PEIHRP grant for approved costs of renovations if the program criteria has been met. In the event that any program criteria of the PEIHRP are not met, or that a false declaration is knowingly made in this application, the PEIHRP shall have the right to cancel the approval and recover any paid funds and additional costs.

I/We confirm that I/we have read and understand all program criteria included in the PEI Home Renovation Programs Policy obtained from the PEIHRP or on-line: www.gov.pe.ca/go/housing.

I/We hereby declare that the information provided in this application is complete and accurate. I/We confirm that I am/we are in agreement with the terms and conditions set out in this application, and the program criteria, and that on approval of this application by PEIHRP. I/we understand and agree that this is a legally binding agreement with PEIHRP and the Government of PEI.

I am/We are aware that PEIHRP may carry out the necessary inquiries for the purpose of confirming the information provided in this application

All home owners are required to sign below.

Print Name	X Signature	Date
Print Name	X Signature	Date
Print Name	X Signature	Date

Property Tax Information Release Form

Privacy Statement

Personal information on this form is collected under the *Provincial Health Number Act* R.S.P.E.I. 1988, Cap. P-27.01 and section 31 of the *Freedom of Information and Protection of Privacy Act* R.S.P.E.I. 1988, Cap. F-15.01, as it relates directly to and is necessary for the provision of the PEI Home Renovation Programs. If you have any questions about this collection of personal information, you may contact the Department of Family and Human Services at 1-855-374-7366.

To whom it may concern:

By signing this consent form I allow the Department of Family and Human Services, PEI Home Renovation Programs and its authorized representative(s) to verify my property tax balance with PEI Taxation and Property Records to confirm program eligibility.

Sincerely,

Property Number: _____

Owner's Name(s): (Please Print)

All home owner signatures are required:

X _____
 X _____
 X _____
 Date: _____

Canada Revenue Agency Statement of Consent

I/we hereby consent to the release, by the Canada Revenue Agency to an official of the Department of Family and Human Services, of Line #236 (my net income) from my/our income tax return(s).

This consent is provided on condition that this information will be used solely for the purpose of determining and verifying my/our eligibility for the PEI Home Renovation Programs under the *Social Assistance Act and Regulations*, and that it will not be disclosed to any other person or organization without my/our written approval.

This authorization is valid for the current and prior taxation year.

I/we understand that if I/we wish to withdraw this consent, I/we may do so at any time by writing to Director, Housing Services, Department of Family and Human Services, 11 Kent Street, P.O. Box 2000, Charlottetown, PE C1A 7N8.

_____	_____	_____
Date	Applicant (Print)	Applicant (Signature)
_____	_____	_____
Date	Co-Applicant (Print)	Co-Applicant (Signature)
_____	_____	_____
Date	Co-Applicant (Print)	Co-Applicant (Signature)
_____	_____	_____
Date	Co-Applicant (Print)	Co-Applicant (Signature)
_____	_____	_____
Date	Co-Applicant (Print)	Co-Applicant (Signature)

