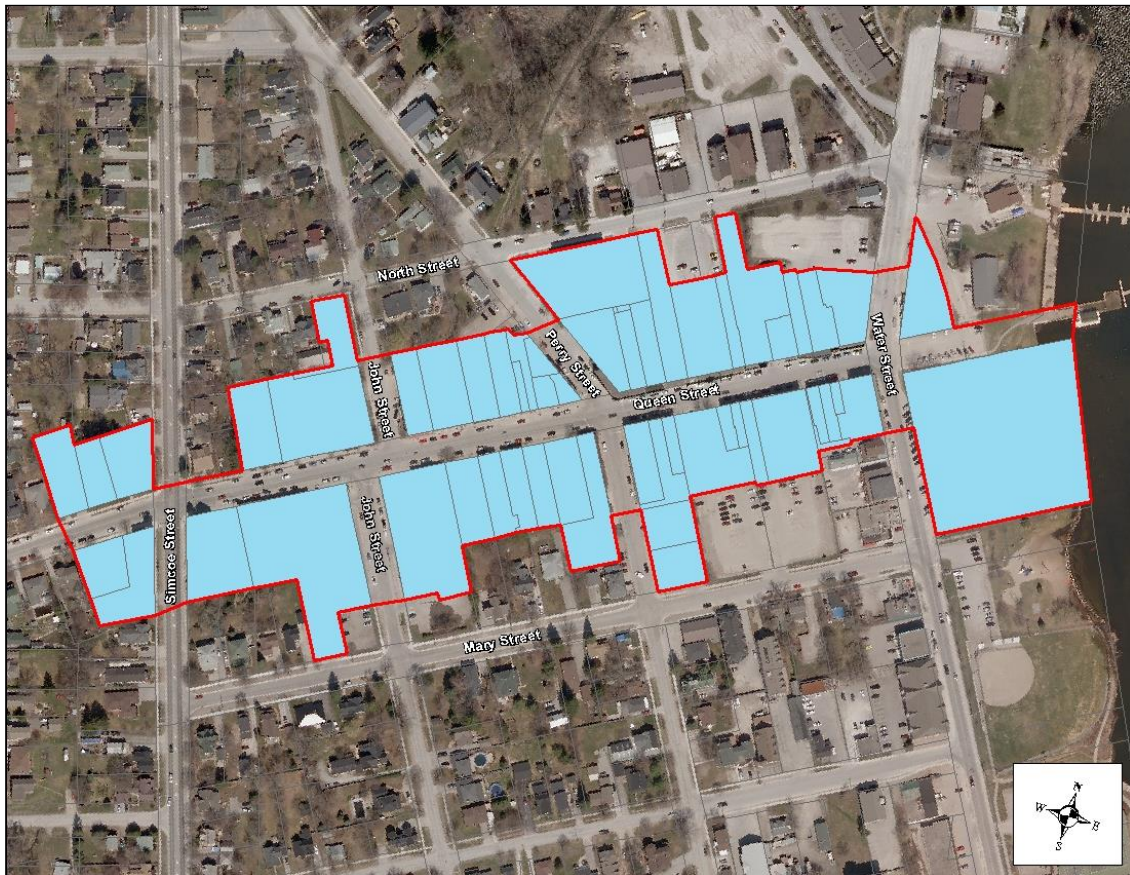




# Heritage Conservation District Grant Program 2024 Grant Checklist & Application





## Heritage Conservation District Grant Program Application

### Office Use Only

Draft Date Received:	
Final Date Received:	
Date Deemed to be Completed:	
Property Roll #:	

### Description of Subject Property

Municipal Address	
Legal Description	

### Applicant (if different from owner)

Address	
Phone	
Fax	
Email	

### Authorized Agent

Address	
Phone	
Fax	
Email	

### Registered Owner(s)

Address	
Phone	
Fax	
Email	

**Authorization of Property Owner for Agent to Make the Application:**

Is someone other than the property owner applying for this Heritage Grant?	<input type="radio"/> Yes <input type="radio"/> No
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If the Applicant/Agent is NOT the Owner of the property that is the subject of this application, the written authorization of the Owner that the Applicant/Agent is authorized to make the application, must be included with this application, or the Authorization set out below must be completed.

I/We \_\_\_\_\_ am/are the Owner(s) of the property that is subject to this Heritage Grant Application, and I/we authorize \_\_\_\_\_ to make this application on my/our behalf.

Signature	
Date	

Signature	
Date	

**All Communications to be Forwarded to: (please check one)**

<input type="radio"/> Applicant	<input type="radio"/> Agent	<input type="radio"/> Owner
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**Scope of Work Proposed to be Submitted to the Committee for Pre-Consultation (detailed drawings and estimates not required at this stage)**

Clearly describe the proposed improvements you are planning to undertake to the subject property:

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**Additional Information to Accompany Application (after pre-consultation is completed):**

- A professionally prepared and scaled drawing of the proposed work (i.e., for replication of specific heritage features such as window or trim-work) to fully illustrate the proposed eligible conservation project, if applicable.
- Samples of proposed materials or paint colours if applicable.
- Consult with the Heritage Advisory Committee prior to submission to determine what type of additional information should be submitted to best support your application

**Cost Estimates**

Please attach two (2) independent contractor estimates for the eligible conservation work.

Name of Preferred Contractor	
Amount (\$)	

Name of Second Contractor	
Amount (\$)	

**Grant Request**

Cost of Eligible Conservation Work (Materials, equipment, labour)	Amount (\$):
Professional Fees	Amount (\$):
Other Costs/Fees	Amount (\$):
Total Expense	Amount (\$):

**Applicant/Agent Declaration**

I hereby make the above application for a Heritage Grant, declaring all the information contained herein is true and correct, and acknowledging that the Township of Scugog will process the application based on the information provided. I hereby also grant

permission to Township employees to enter the property/premises, to review the proposal and make an inventory of the heritage attributes of the property.

Signature	
Date	

**Office Use Only**

This application has been:	
Pre-Consultation Completed:	
Final Grant Approved by Council:	
Amount Approved by Committee/Council:	
Work Review Date:	
Reviewed By:	
Work Completed as Specified:	
Grant Amount Paid:	
Date Grant Paid:	
Completed on:	

Signature	
	Kevin Heritage, Director of Development Services