ACO PORT HOPE BRANCH GRANTS COMMITTEE

CRITERIA FOR GRANT APPLICATIONS **October 2021**

- Property must either be designated under Part IV or Part V of the Ontario Heritage Act or listed in the registry of important Heritage structures or ACO Port Hope has determined it has historic significance.
- Work must conform to the Federal Guidelines for "The Conservation of Historic Places in Canada".
- Work must conform to the design guidelines for the Heritage Conservation District administered by the Heritage Port Hope Advisory Committee (HPH) and the Municipality of Port Hope.
- Exterior restoration projects are to be considered.
- Grants are to be considered for the following but not limited to:
    - The restoration of masonry including the removal of paint, repointing and brick replacement, restoration of masonry elements such as cornices, parapets, chimneys etc.
    - Restoration of windows and doors.
    - Restoration of Storefronts.
    - Restoration of woodwork elements such as porches, cornices, sign bands, siding, fascia, shutters.
    - Restoration of roof if heritage material is to be restored i.e. metal roofing or wood shingles to replace asphalt shingles.
    - Painting if included as part of total restoration but not a stand-alone job.
- Work to be undertaken by contractors with demonstrated skills in restoration work.
- Approval of a Heritage Permit does not guarantee a grant

APPLICATION

Must include:

- photos of current condition
- Any heritage photos indicating original condition
- Drawings indicating intended work
- Estimates of cost of work by qualified Heritage Contractor
- Timetable of work
- Evidence of a Heritage Permit issued by the Municipality

APPROVAL PROCESS

- When fully completed applications are received and if they qualify, the Grants Committee will prepare and agree on a Recommendation to Branch Executive, that specifically outline the cost of restoring various parts of the structure to its original heritage condition as opposed to using other materials at lesser costs that would not conform to heritage standards.
- Grant amounts do not exceed 33% of the value of the project.

- The grant process includes a final sign-off by a heritage professional confirming that the proper standards have been met.
- The Branch Executive will receive, consider and vote on the Recommendation from the Grants Committee and only then will a Letter of Understanding offering the Grant to the Grantee be prepared.

INSPECTIONS OF PROPERTY

- Inspections of property to be conducted by Grants Committee members, or other such qualified individuals appointed by Committee.
- Inspections to be performed before the work begins and again at completion.
- Grant to be paid on completion upon presentation of paid invoices, unless special terms are previously agreed (e.g., for large projects, or projects of long duration.
- Grant funds are considered income and as such, a T4 receipt will be issued to individuals receiving the Grant