



FRONT & PAINT RENTAL Application Package

GENERAL PROGRAM INFORMATION

- The program is available to rental property owners in the Brandon Neighbourhood Renewal Corporation (BNRC) District which include the following boundaries:

North boundary – Assiniboine River
South boundary – Park Avenue

East boundary – Franklin Street
West boundary – 24th Street

- **GRANT IS UP TO A MAXIMUM OF \$1,000.** Applicants will be required to match the grant amount.
- **Rents must be at or below the established Median Market Rent.**
- **Tenant income must be at or below the Housing Income Limit.**
- **TYPES OF PROJECTS THAT MAY BE CONSIDERED FOR FUNDING THROUGH THE FRONT & PAINT PROGRAM INCLUDE:**
 - Windows & Doors - repair or replacement
 - Painting
 - Exterior steps & handrails, sidewalks
 - Front porches or stoops
 - Pediments and pillars
 - Architectural detail repair/replacement
 - General house exterior hardware repair or replacement
 - Fencing
 - Eavestroughing/downspout repair/replacement
 - Foundation parging repair or replacement
 - Asphalt shingle repair/replacement
 - Cleaning of exterior brick or stone
 - Exterior siding repair or replacement
 - Landscaping: includes sod, shrubs, trees & plant beds
- The program will provide funding to cover the costs associated with the purchase of paint and related painting supplies and building supplies. It is understood that the labour for any project will be provided by the applicant.
NOTE: In circumstances where the applicant is unable to personally perform the labour, consideration may be given by the program administrator to provide additional funding to cover the cost of hiring a contractor or other approved third party to perform the task. Funding will not exceed \$1000.00.
- Funding dollars will be advanced **AFTER** the project is complete. *The property owner must pay for materials and/or labour during repair. Once the project is complete and receipts have been submitted to the BNRC office a cheque will be processed and issued to the property owner by mail. **GST is not an eligible cost.***
- ALL proposed structural changes **MUST** have received formal written zoning approval from the City of Brandon Planning Department **BEFORE** construction begins.
- Repairs started prior to project approval will **NOT** be covered by **FRONT & PAINT** funding.

NOTE: FUNDING IS LIMITED SO PLEASE APPLY EARLY

*****APPLICATIONS WILL BE ACCEPTED UNTIL MAY 5th, 2010 or as funding allows*****

All applicants will be required to provide the following:

- **Application form (3 pages)**
- **Verification of income**

Applicants will be required to submit signed tenant declarations for all units located within the dwelling.
- **Property tax receipt**

All applicants must provide a property tax receipt showing that property taxes are paid in full for the current year. If property taxes are included in your mortgage, please provide a copy of your mortgage statement.
- **Pictures of home & neighbourhood**
 - 1) Include a picture of the front of the dwelling showing the entire dwelling.
 - 2) Include close up pictures of any damaged areas to determine the level of need for assistance.
 - 3) Include pictures of neighbouring houses/buildings.
- **Estimate of cost**

You must provide a written estimate on paint and/or materials from our business partner "McMunn & Yates".

If you are unable to perform the work yourself you must provide 2 written estimates from a contractor or an approved third party.
- **Identification of color preference**

If you have chosen specific colours please provide paints chips or samples.

Application Process

- ❑ Fill out application form and submit it and all support documentation to the Housing Coordinator located at the BNRC office at 410-9th St. (City Hall).
- ❑ The Housing Coordinator prepares the application to take to the Front & Paint Committee for review.
- ❑ Using the colour preferences provided by the property owner, the Committee will assist in choosing appropriate colours for the dwelling in relation to the neighbourhood and type of dwelling. You may request a home visit for help.
- ❑ Property owners will be notified of the committee's decision by mail or email*.
- ❑ Work approved during the 2010 season must be started within 30 days of approval and completed by **September 30th, 2010**.
- ❑ Final pictures will be taken by the coordinator to compare with the before pictures and may be displayed at an undetermined location.

*If an email address is included on the application form you will be notified by email only.

FRONT & PAINT Program

GUIDELINES FOR EVALUATION

Since funds are limited for the FRONT & PAINT program, the committee reviewing the applications has set some guidelines. The committee will evaluate the applications with the following conditions in mind:

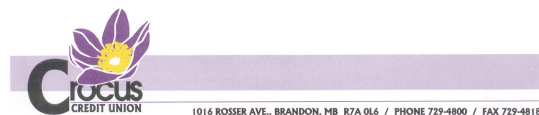
1. Preference will be given to dwellings that are in need of exterior paintwork and repairs to bring them to their potential.
2. Preference will be given to projects that maintain/restore the existing architectural or historical features of the dwelling.
3. Preference will be given to environmentally responsive improvements.
4. Preference will be given to property owners interested in enhancing the look of their home through the use of colour.
5. The committee is interested in seeing more than one property in an area becoming rejuvenated, such as two or more properties in a block. However single applications will also be considered.
6. Preference will be given to first time applicants.

**Please return all applications to our office
410-9th St. (City Hall)
Brandon, MB
R7A 6A2**

Applications are also available on our web site:

www.bnrc.ca

Local Support Provided by:





1016 ROSSER AVE., BRANDON, MB R7A 0L6 / PHONE 729-4800 / FAX 729-4818

Thinking of applying for the FRONT and or PAINT program?

Need financial assistance with the costs not covered by the grant?

The Crocus Credit Union invites you to visit their location at 1016 Rosser or 742-18th Street to discuss your options for low cost loans.

The Crocus Credit Union offers:

- Convenient Terms and repayment arrangements
- Rates beginning as low as prime
(Based on applicants credit rating)
- Loan interest rebates at an average of 9%
(Dependant on the credit union's excess revenue each year)
- A full range of financial services at no or low cost
- Services available 6 days a week

For more information on how the
Crocus Credit Union can assist you in your
FRONT and PAINT
project as well as any other financial needs,

Call 729-4804

The Crocus Credit Union is a locally owned and operated financial institution, operating in Brandon since 1952

FRONT & PAINT Program

Rental Application

APPLICANT INFORMATION

Applicant name:	Last:	First:
Spouse/partner name:	Last:	First:
Telephone number(s):	Home:	Work:
Email address (optional):		

PROPERTY ADDRESS

Street no. And name or legal description (lot, concession, township, etc.):		
City, Town, or Municipality: Brandon	Province: Manitoba	Postal Code:

MAILING ADDRESS (if different from above)

Street no.:	Street name or Rural Route no.:	Apartment no.:
City, Town, or Municipality:	Province:	Postal Code: Property ID:

PROPERTY INFORMATION

What is the age of the house?	[] [] years	[] Estimated	[] Actual
What is the approximate value of the house?	\$ _____	Source of estimate: _____	
Has your property been designated with heritage status?	Yes [] No [] Unknown []	Date of designation: _____	
Do you currently have property insurance?	Yes [] No []		
House type:	001 - Single []	002 - Semi-detached []	003 - Duplex [] 004 - Row [] 009 - Other []
Has the house received RRAP or ERP (Emergency Repair Program) assistance currently or in the past?	Yes [] No [] Unknown []		
If yes, please specify:	Date: _____	Amount received: \$ _____	Account no. (if known): _____
Has the house received Front & Paint funding in the past?	Yes [] No [] Unknown []		
If yes, please specify:	Date: _____	Amount received: \$ _____	Account no. (if known): _____

DECLARATION

I/We hereby confirm that I am/we are the owner(s) of the house and that no other party is an owner.		
I/We hereby acknowledge that any work carried out or started prior to receiving written confirmation of the BNRC Front Paint Grant approval will be deemed not eligible for funding assistance.		
I/We hereby certify and declare that all the information contained in this application is true and complete in every respect.		
I/We hereby authorize my name, property address and/or photos of my property to be used for the means of promotion and statistic collection by the BNRC and/or NA!		
Applicant signature _____	Co-Applicant signature _____	Date _____

FRONT & PAINT
Rental Application
Project Explanation and Eligibility Worksheet

Address: _____

*List and describe all work to be completed. The estimated cost must be supported by the quote(s) submitted.

Item #	Description	Lowest Estimated Cost	Approved (Office use)

Colour Preferences

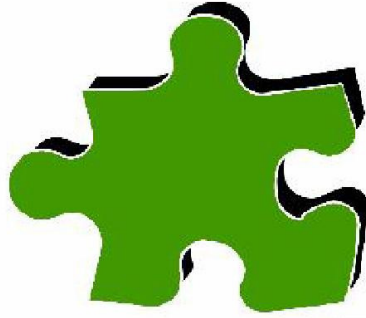
(If you are picking a specific colour please provide paint samples)

Main: _____

Second: (Trim, architectural features) _____

Accent: (Doors, architectural features) _____

OFFICE USE (DO NOT COMPLETE)	
TDS Calculation =	_____ %
Approved	_____
NOTES:	



BRANDON
NEIGHBOURHOOD **BNRC**
RENEWAL corporation

*****IMPORTANT- PLEASE READ*****

TO BE COMPLETED BY ALL RECIPIENTS OF FUNDING UNDER THE
**FRONT and PAINT
PROGRAM**

RELEASE OF LIABILITY

The undersigned hereby finally, irrevocably and unconditionally releases the Brandon Neighbourhood Renewal Corporation (BNRC), including its officers and staff, from any and all liability regarding damages, loss or injury sustained in the carrying out of activities associated with the Front and Paint Program administered by the Brandon Neighbourhood Renewal Corporation.

It is further understood and agreed that nothing in this release is to be construed as an admission of liability on the part of the Brandon Neighbourhood Renewal Corporation in connection with any matter for which this release is given.

This _____ day of _____, 2010

Signed and Executed in
the presence of:

Witness

Applicant

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Rental Properties Application TENANT DECLARATION

PROGRAM INFORMATION			
Company or Property Owner		Property Address:	
<p>NHA Programs through the Government of Manitoba, offers assistance to landlords to repair dwellings occupied by low-income households. In order to determine eligibility for assistance, landlords require information regarding household income and the number of persons living in the dwelling from all tenants. Disclosure of this information is voluntary on the part of the tenant. The cost of repairs funded under the program for eligible units cannot be included in any possible rent increases.</p>			
TENANT INFORMATION			
Tenant Name		Unit Type	
Mailing Address		No. of Persons Living in Unit	
		Adults	Children
INCOME VERIFICATION			
		Gross Annual Income	
Please complete this chart to determine Your total gross household income.		TENANT	CO-TENANT
SOURCE OF INCOME			Other Household Members
Yearly gross salary, wages, commissions, part-time & seasonal earnings etc:			
Child Tax Benefit:			
Employment Insurance Benefits:			
Social Assistance, Mother's allowance, Welfare, Workers Compensation etc:			
Pensions, supplements, allowances, annuities, etc:			
Bank interest, investment, and dividend income:			
Alimony and child support payments:			
Income from self-employment:			
Other income - e.g. net room and board from boarders or income from fostering:			
Individual Totals:			
TOTAL GROSS HOUSEHOLD INCOME FROM ALL SOURCES			
DECLARATION			
I/We hereby confirm that I/We are the current renter(s) of this unit and my/our monthly rent is:			
<p>Services not included in my/our rent are checked below and I/We have provided average costs:</p>			
Heat:	Water:	Hydro:	TOTAL
<p>I/We hereby acknowledge that The Neighbourhood Renewal Corporation reserves the right to request additional Information and documentation to verify my/our income. I/We hereby certify and declare that all the information contained on this form, including income, is true and Complete in every aspect.</p>			
TENANT SIGNATURE		CO-TENANT SIGNATURE	DATE

FRONT & PAINT Program

Rental Application CHECKLIST

Please ensure all forms and supporting documents listed below are submitted with your application.

Failure to provide the correct information may result in refusal of application without review.

APPLICATION & BACK UP DOCUMENTATION

- Rental Front & Paint Application (page 1)**
- Project Explanation and Eligibility Worksheet (page 2)**
- Signed Release of Liability form (page 3)**
- Signed Tenant Declaration form(s) for all units within the dwelling**
- Property tax receipt or Mortgage statement for those on the TIPS program**
- Photos of area needing repair - Close up**
- Photo of the dwelling from the front**
- Photos of neighbouring homes/buildings**
- Estimates of paint and/or materials from McMunn & Yates if you are doing the work**
Two estimates are required if a contractor is doing the work

If you have any questions, please call the BNRC office at 729-2412