

## DRAIN GRANT APPLICATION FORM

For more information: 311 [toronto.ca/water](http://toronto.ca/water) [draingrant@toronto.ca](mailto:draingrant@toronto.ca)

### Section 1: Property Information

Owner name (as listed on your Property Tax Bill) \_\_\_\_\_

Address of property: Number \_\_\_\_\_ Street name \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal code \_\_\_\_\_

Mailing address (if different): Number \_\_\_\_\_ Street name \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal code \_\_\_\_\_

Water Account Number \_\_\_\_\_ Date work was completed \_\_\_\_\_

Day phone \_\_\_\_\_ Evening phone \_\_\_\_\_

### Section 2: Contractor Information

Contractor name \_\_\_\_\_

City of Toronto licence number (9 digits) \_\_\_\_\_ Expiry date (yyyy/mm/dd) \_\_\_\_\_

Only work done by drain, plumbing or plumbing/heating contractors who are registered and licensed with the City of Toronto Municipal Licensing and Standards Division is eligible for a grant. For licence information on your contractor, contact Municipal Licensing and Standards at 416-392-6700.

### Section 3: Applying for a Grant

Please mail the documents listed below to:  
City of Toronto, Drain Grant Program  
P.O. Box 15266 STN BRM B  
Toronto, Ontario M7Y 2W1

- 1. The completed and signed Drain Grant Application Form
- 2. Copies of paid invoices from your City of Toronto-licensed contractor marked "paid in full" and clearly identifying the total amount paid and itemized in detail to indicate the work done. No reimbursement will be made for cleaning, snaking, plunging or camera inspection. Your sewer line or building drain must be replaced as part of the work done to be eligible for a grant. All invoices submitted are subject to the satisfaction of Toronto Water.

#### For those with a total combined annual income of less than \$35,000 applying for additional financial assistance:

- 3. Copies of the most recent Income Tax Notice of Assessment(s) from Canada Revenue agency for each property owner listed on the Property Tax Bill.

I/We certify that the information, statements and representations given in this application and any accompanying materials are true, accurate and complete in all respects. I/We understand that any false or deceptive information, statement or representation given in this application and any accompanying materials may result in the rejection or revocation of this application and any approval thereof and immediate demand by the City for full repayment of any subsidy paid by the City. In addition to any other civil remedies available to the City, I/we agree that I/we shall immediately repay the City all subsidy monies paid to me/us and shall indemnify the City for any and all costs it may incur, by reason of the giving or making of such false or deceptive information, statement or misrepresentation in this application and any accompanying materials.

Property Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

#### MFIPPA Notice of Collection

The personal information on this form together with any attached documents is collected under the authority of the City of Toronto Act, 2006, s. 136, and By-law 292-1999. The information is used to assess your eligibility for drain grant financial assistance, to process payment where eligible, and for aggregate statistical reporting. Questions about this collection can be directed to Supervisor, Drain Grant Program, P.O. Box 15266 STN BRM B, Toronto, Ontario M7Y 2W1 or at 416-338-7668.

# Drain Grant Terms and Conditions

Financial assistance is available to City of Toronto property owners for blocked private sewer drain repairs or replacement when the City investigation has determined that a portion of the sanitary and/or storm service line on private property has been infiltrated by tree roots from a City-owned tree. Toronto Water at its sole discretion will determine the eligibility of property owners who meet ALL the following criteria:

## On site field investigation requirements

1. The City of Toronto First Response team was contacted (311) by the property owner and was on-site as operationally possible on the date of the incident of the reported sewer blockage to verify the blockage. *Blockage verified by a private contractor will not be accepted.*
2. A proper access point (a cleanout) into the sewer service line is available and provided to Toronto Water staff to conduct the inspection and investigation.
3. While the pipes are exposed, the homeowner should coordinate with First Response (311) for further investigation so they can determine that a portion of the sanitary and/or storm sewer service lines on private property has been infiltrated by tree roots from a City-owned tree.

## Office administration requirements

4. A signed and dated Drain Grant application was made by the registered property owner or authorized representative and submitted within *12 months (1 year)* of the date that the work was completed, as shown on the invoice.
5. The property is registered as a single-family residential, duplex or triplex property in the City of Toronto.
6. The property must not have exceeded the life-time maximum amount of \$2,000 per property towards sewer service line repair or replacement work.
7. A drain/plumbing or plumbing and heating contractor licensed and registered by the City of Toronto Municipal Licensing and Standards Division ([toronto.ca/licensing/index.htm](http://toronto.ca/licensing/index.htm)) was hired to undertake and perform the necessary repairs and/or replacement work.
8. The work done must meet all local plumbing and building code inspection requirements, including getting all applicable permit approvals from the City of Toronto Building Division ([toronto.ca/building/index.htm](http://toronto.ca/building/index.htm)). Note: most interior work requires a permit.
9. You must submit a legible copy of the paid invoice from your licensed contractor marked "paid in full" and clearly identifying the total amount paid. The invoice must be itemized in detail to indicate the work done, must provide a cost break down of charges by item and indicate whether the work was internal and/or external, partial or full replacement. All invoices submitted are subject to the satisfaction of Toronto Water. **No reimbursement will be made for cleaning, snaking, plunging or closed circuit television inspection. The sewer service line or building drain must be replaced as part of the work done to be eligible for a grant.**

## To qualify for additional financial assistance

All registered property owners must submit a copy of their most recent year's Notice of Income Tax Assessments (obtained by Canada Revenue Agency) and the combined total must be less than the annual gross amount of \$35,000. Additional assistance will be calculated by the following formulas:

- Below \$21,000: 100% of the balance of eligible repair costs
- \$21,000-\$27,000: 50% of the balance of eligible repair costs
- \$27,000-\$35,000: 25% of the balance of eligible repair costs

## If Your Application Is Denied

If you receive a letter advising you that your application has been denied, you may appeal.

All appeals must be made in writing within 60 days of receiving the denial letter. Details of where to send your appeal letter will be provided in the notification letter.

- Please note that all appeals are considered by the Deputy City Manager responsible for Toronto Water.
- Once your appeal has been considered, you will be notified of the outcome in writing.
- Appeals under the Drain Grant Policy will not be granted for situations where the property's life-time maximum grant limit provided under the Drain Grant Policy has already been reached.