



**Essex Region  
Conservation  
Authority**

**Clean Water ~ Green Spaces Program**

**Application Form**

**360 Fairview Ave. W., Essex, Ontario, N8M 1Y6  
fax 519-776-8688**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Municipality: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Project Location (911#): \_\_\_\_\_

Municipality: \_\_\_\_\_ Lot: \_\_\_\_\_ Conc: \_\_\_\_\_

Watershed: \_\_\_\_\_ (See map – last page of Instructions)

**Grant Applying For:**

**A) Tree Planting**

**B) Windbreak**

**C) Buffer Strip**

**D) Rock Chute**

**D) Septic System Upgrade**

**D) Abandoned Water Well Capping**

Note: See Eligibility Guidelines for grant rates and maximums.

Will you be using Environmental Farm Plan grants to complete this project? \_\_\_\_\_ Yes \_\_\_\_\_ No

Are you planning an addition to your home? \_\_\_\_\_ Yes \_\_\_\_\_ No

Proposed Start Date: \_\_\_\_\_ Proposed Completion Date: \_\_\_\_\_

Total Estimated Project Cost: \_\_\_\_\_ Total Grant Applied For \*: \_\_\_\_\_

Explain Need for Project: \_\_\_\_\_

\* From Cost Estimation Sheet (Page 3)

**Signature(s) of Owner(s)** \_\_\_\_\_ **Date** \_\_\_\_\_

Personal information on this form is collected under the authority of the Conservation Authorities Act, RSO 1980, will be used only for program administration. Questions about this collection of personal information should be directed to the Coordinator of Communications and Education, ERCA, 360 Fairview Avenue West, Suite 311, Essex, Ontario N8M 1Y6 (519) 776-5209.

Revised August 2011

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**Agreement and Application for Funding Assistance**  
**Terms and Conditions**

The funding assistance for this project is subject to the following terms and conditions:

1. The owner's proposed works and request for funding assistance is subject to approval by ERCA and other agencies involved to ensure compliance with acceptable standards and for confirmation of funding availability/eligibility. **Work which proceeds prior to funding approval does not qualify for funding assistance.**
2. After technical approval has been received, the owner will be required to submit at least 2 cost estimates for proposed septic system upgrade and well capping projects. ERCA reserves the right to request the submission of a minimum of three (3) cost estimates for the proposed works. The amount eligible for funding assistance is based on the lowest quote, or the grant limit, whichever is less.
3. The property owner is responsible for hiring the necessary contractor(s) and consultants (where applicable) and to ensure that the works are carried out in accordance with the approved plans, specifications and conditions.
4. New homes and additions are not eligible for a septic system upgrade grant.
5. The property owner is responsible for all payments to all contractors and consultants (when applicable). Funding assistance from ERCA will be paid only to the property owner. ERCA **will not** be responsible for any payments to contractors hired by the owner.
6. The property owner is responsible for obtaining all permits and approvals for the works, from the Municipality, and all other parties including ERCA. The application for funding assistance **is not** an application for a permit.
7. It is the responsibility of the owner to notify ERCA prior to the construction of the proposed works so that ERCA can undertake monitoring and inspection of the works.
8. Works must be completed according to the approved plans and specifications and to the satisfaction of ERCA in order to receive payment of grants.
9. Landowners receiving grants for trees are required to maintain the planted areas, including regular mowing for weed control, for three years after planting or until trees are free to grow. More information on tree maintenance is available from ERCA's Forester.
10. Upon completion of the works, the owner must submit a statement of expenses incurred during the construction together with copies of receipts marked "Paid in Full" and/or copies of canceled cheques, both front and back.
11. The owner will not alter, interfere with or otherwise modify the project for a minimum period of 15 years. The owner agrees to maintain the project in good working order and condition for a minimum period of 15 years.
12. The landowner consents to ERCA taking photographs of the completed works for the purposes of project monitoring and promotion.
13. ERCA, and other involved funding agencies and their representatives shall have access to the site where any part of the work is being carried out at all reasonable times during construction and after construction for the purpose of monitoring, if applicable, subject to arrangements being made in advance with landowners.
14. In order to receive grant assistance, it is understood that the project must receive written technical approval, funding approval, and final satisfactory inspection by June 15, 2011 and preferably earlier.
15. The Owner indemnifies and saves harmless the Essex Region Conservation Authority from and against all actions, claims, loss, damage and liability connected with the said works or the provision or preservation thereof as contemplated herein, arising directly out of the adequacy, sufficiency, design, construction, installation, erection, excavation, use, maintenance, improvement, alteration, inspection, replacement, repair, destruction, removal, failure and obligation or the said works.

**I agree that the information provided in this application is accurate and complete.**

Name(s) of Owner(s) – (Print) \_\_\_\_\_

Signature(s) of Owner(s) \_\_\_\_\_

Date \_\_\_\_\_

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# Cost Estimate Sheet

Property Owner: \_\_\_\_\_

Office Use

Component of Work - Eligible Costs	Estimated Cost	Approved Cost
1. _____	_____	
2. _____	_____	
3. _____	_____	
4. _____	_____	
5. _____	_____	
6. _____	_____	
7. _____	_____	
8. _____	_____	
9. _____	_____	
10. _____	_____	
11. _____	_____	
Area of farmland retired (acres)* _____		
<b>Total Cost</b>		
	\$ _____	\$ _____
<b>Total Grant</b>		
	\$ _____	

\* At least 1 acre must be retired for in kind costs to be eligible for a grant.

\_\_\_\_\_  
Signature(s) Owner(s)

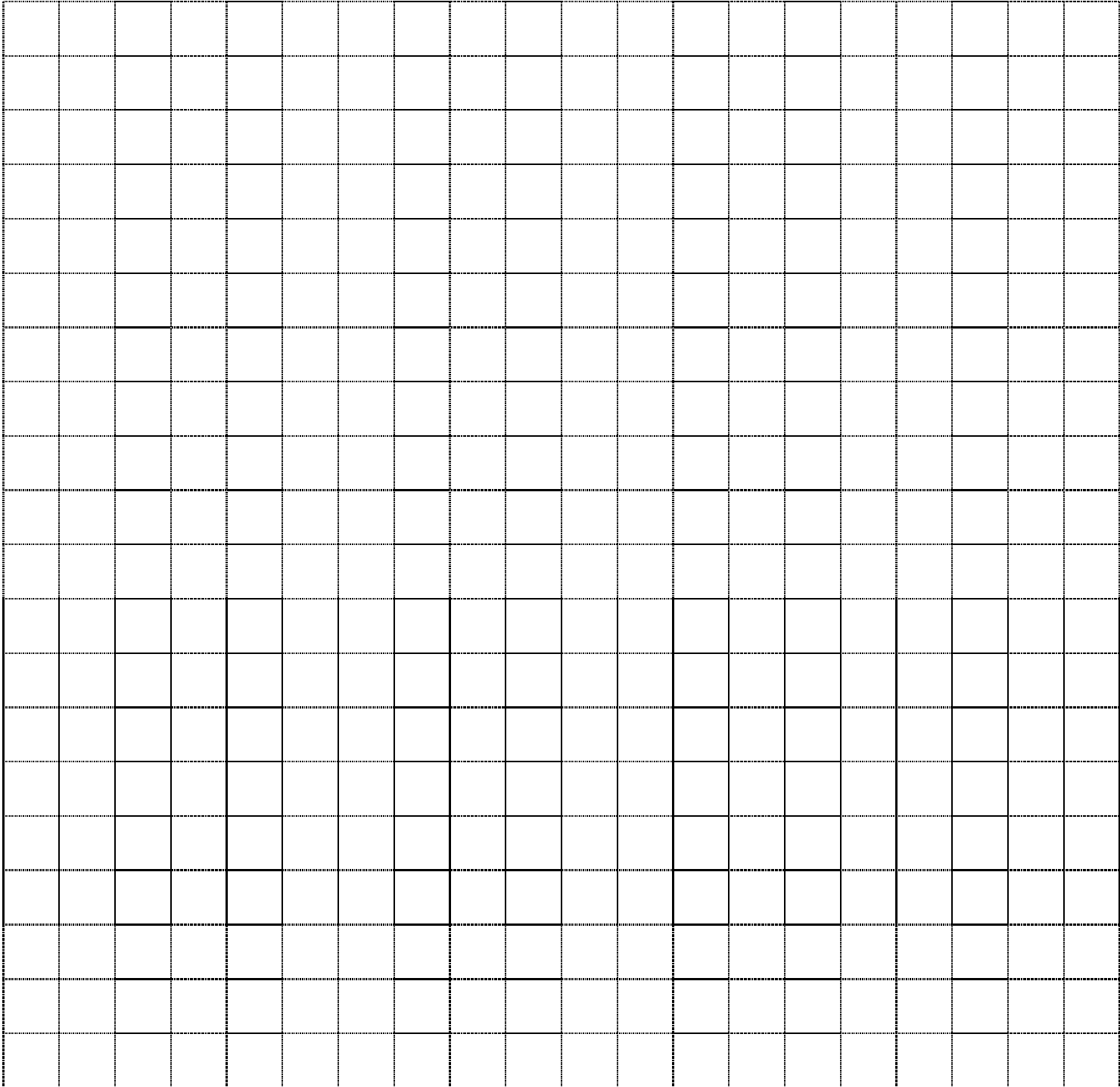
\_\_\_\_\_  
Date

\_\_\_\_\_  
Approval Signature

\_\_\_\_\_  
Date

# Location Map

Property Owner: \_\_\_\_\_



Please make a sketch drawing of the proposed project outlining the road, the landmarks on the property (barns, houses, etc.) and the 911 of the nearest dwelling. Note the location of proposed project works.

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