

# Application Procedure

1. The applicant, will be required to complete the Basement Flooding Grant Program application form. In addition to the completed form, the applicant, must provide:

a. A minimum of two quotes for the work from a licensed plumbing/ drainage Contractor, not a 3rd party representative.

b. The quotes must detail what work is to be done, and separate out costs for each portion of construction work, i.e. total cost of labour and materials to install backwater valve, total cost of labour and materials to disconnect footing tiles, etc.

2. City staff reviews the application and supporting documentation and decides whether to approve the grant, and determines the approximate grant amount. The City advises the applicant in writing of its decision. Final grant amounts are established based on the final paid invoice submitted once the work has been completed.

3. The Applicant or Contractor obtains any necessary permits. Failure to obtain appropriate permits prior to work commencing will result in cancellation of any previously approved grant amounts. For the installation of a backwater valve a Plumbing Permit must be submitted to Lambton County.

For the disconnection of foundation drains and the installation of a sump pit/pump a Building Permit will be required to be submitted to the City of Sarnia.

4. Within six months of receiving grant approval, the Owner(s) must submit to the City the final invoice from the Contractor setting out the amount due and paid for the work. Any Owner submitting a final invoice six months after the grant approval will be ineligible for payment of the grant, subject to discretion.

5. Where there is a request to do so, subject to discretion, the City may advance 100% of the grant amount as set out in item (2) above to the qualified and licensed plumbing contractor who completes the construction works for the applicant Owner(s) upon receipt of a final invoice for the completed construction works and confirmation of that the applicable permit(s) have been issue and passed in full.

## For More Information

### Contact:

City of Sarnia Customer Service  
Phone: 519-332-0330 ext. 3131  
[customerservice@sarnia.ca](mailto:customerservice@sarnia.ca)



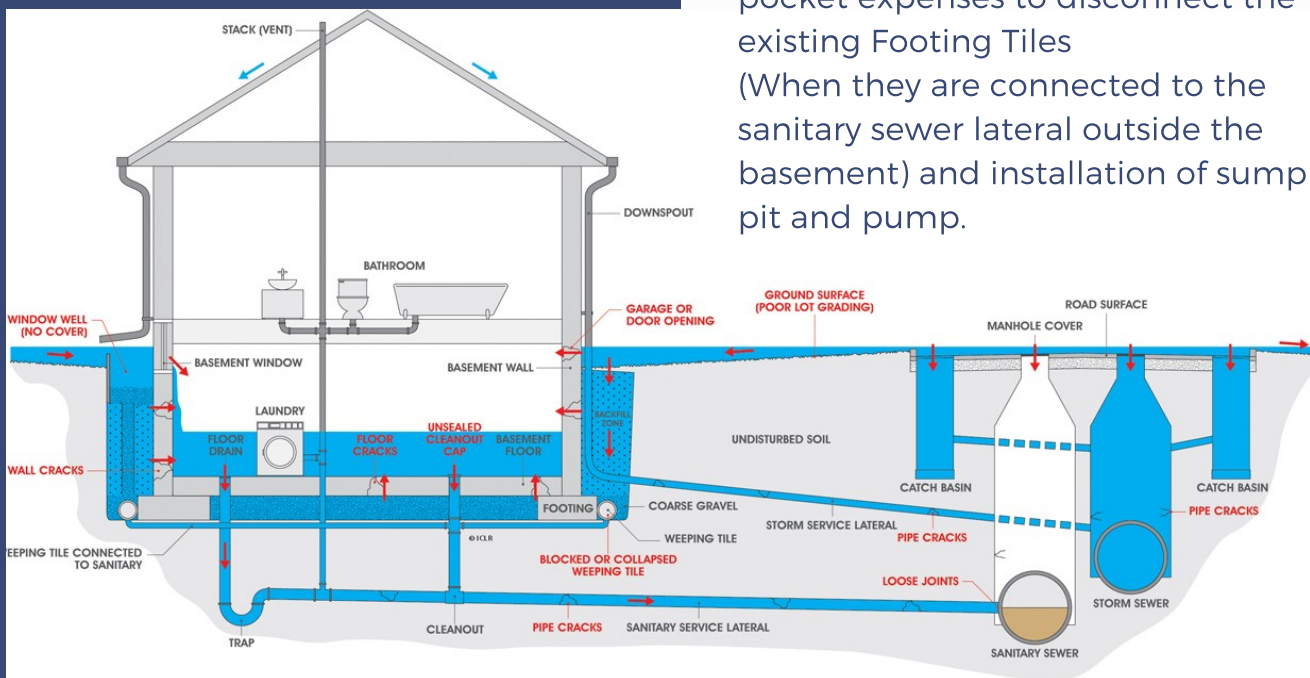
# BASEMENT FLOODING GRANT PROGRAM

## PROPERTY OWNER GUIDE

## Summary

The purpose of this program is to assist property owners with mitigating the risk of a basement flood occurring at their property. There are two separate grants that can be applied for through this program for a total maximum value of \$5,000 available for each property.

Figure 1 (Below) Flooding caused by foundation draining failure (Source: Handbook for Reducing Basement Flooding, ICLR, 2009)



## Backwater Valve Installation

75% of eligible costs up to a maximum of \$1,000.00 for out-of-pocket expenses when an Approved backwater valve is installed in a semi-detached or single detached dwelling (in accordance with the Ontario Building Code).

## Foundation Drain Disconnection and Sump Pump/Pit Installation

90% of eligible costs up to a maximum of \$4,000 for out-of-pocket expenses to disconnect the existing Footing Tiles (When they are connected to the sanitary sewer lateral outside the basement) and installation of sump pit and pump.

## Qualification Criteria

**The applicant(s) for the grant must meet the following criteria in order to qualify for the Program:**

- I. Must be the Owner(s) of the Residential Home, a Condominium Corporation, or a non-profit housing cooperative;
- II. The Owner must have no other outstanding debts to the City;
- III. Owner must not have commenced, prior to grant approval, any construction works they are applying for grant funding;
- IV. Notwithstanding (iii) above, an applicant for the grant may qualify for the Program, if the applicant provides the City with the respective invoices for the applicable construction work that commenced after January 1, 2020, but before July 12, 2021.