

How to Apply

For financial and technical assistance through Conservation Halton’s Water Quality and Habitat Improvement Program please complete and submit this form to Conservation Halton by mail to Restoration: WQHIP, 2596 Britannia Road West, Burlington, Ontario L7P 0G3; or email stewardship@hrca.on.ca.

The information collected in this application is for the use of Conservation Halton’s Water Quality and Habitat Improvement Program in determining the eligibility of this project for funding assistance. Availability of funds to assist property owners with environmental improvement projects varies annually and will be awarded based on ecological merit.

This application will be reviewed by the Project Technical Advisory Committee (PTAC) who will determine whether it should be funded and for what amount. The PTAC is composed of environmental experts from a variety of government agencies as well as private property owners.

To ensure your privacy, your personal information and property address will not be passed onto PTAC for review.

Should this application be approved for funding, a project agreement will be established between Conservation Halton and the Property Owner. A sample of the agreement can be viewed online.

PROPERTY OWNER DETAILS			
In this section of the application, you must identify the registered landowner for the property, the mailing address where the owner can be sent communications and the business name, if the property is owned by a business. You may identify an alternative contact for the property ownership as well.			
Preferred Contact			
First Name		Last Name	
Phone		Email	
Alternative Contact			
First Name		Last Name	
Phone		Email	
Property Owner Mailing Address			
Address <small>(include RR# if applicable)</small>		City	
Postal Code		PO Box	

Watershed <small>(Refer to CH online mapping)</small>		Property Type	
If property is owned by a business, please identify the legal business name			

PROJECT PROPERTY DETAILS

Project property address same as landowner address.
If this applies, ignore the rest of this section

Identify the address of the property where the project will be taking place as well as tenant land user information if applicable.

Project Property Location

Address <small>(include RR# if applicable)</small>		City	
Postal Code		PO Box	

Tenant Land User Contact Information

First Name		Last Name	
Phone		Email	
Address <small>(include RR# if applicable)</small>		City	
Postal Code		PO Box	

PROJECT QUESTIONNAIRE

Describe the existing conditions on the property and how they affect water or habitat quality.

PROJECT CATEGORY

Based on project categories in the WQHIP Guidelines on the Conservation Halton website.

Describe the proposed project. Provide as much details as possible and explain the following as necessary:

- How it will improve water or habitat quality
- How it mitigates a concern on your property
- How it will be implemented
- Constraints on your project
- Plant species that will be used
- # of trees/shrubs to be planted

Who is completing the project management?		
Who is implementing the project?		
Are there long-term maintenance requirements? (i.e. Clearing culvert of debris, monitoring for invasive reestablishment) If yes, what are the maintenance requirements and who will be completing them?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Proposed Start Date (month/year)	Proposed Duration (months)	
Have you applied for any necessary permits and/or approvals? Which permits and/or approvals apply? NOTE: All permits and approvals are the applicant's responsibility.		

Will the proposed project be within 30 metres (100 ft) of:			
Surface water	Yes	No	Unknown
Wells*	Yes	No	Unknown
Ponds	Yes	No	Unknown
Wetlands	Yes	No	Unknown
Municipal Wells/Intakes	Yes	No	Unknown

*Includes abandoned wells that are not decommissioned.

Please attach a sketch or map of the property labeling and locating structures, infrastructure (e.g. wells, septic systems, ponds, tile drain inlet) and natural features (e.g. streams, springs, and forests). Please include the location of the proposed project with dimensions. You can also attach any additional project sketches. <https://conservationhalton-camaps.opendata.arcgis.com/pages/web-maps>

Please attach a photo of the proposed location, and any relevant photos that show the issue you are tackling.

ESTIMATED PROJECT BUDGET (PLEASE REVIEW ELIGIBLE COSTS IN PROGRAM GUIDE.)

If funding is not available, will you still go through with the project? If no, what are your constraints?

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Include relevant quotes. CH reserves the right to require 3 quotes and if awarded funding, select which quote you will use.

Item or Service Description	Item/Service Cost
TOTAL	

FUNDING SOURCES

Additional Project Funding Sources	Funding Amount
TOTAL	

IN KIND CONTRIBUTIONS

List In-kind Services, Equipment and Materials Contributions (if applicable)	Estimated Value
TOTAL	

STEWARDSHIP AND APPLICANT QUESTIONNAIRE

Please describe how you are an environmental steward. (What projects have you done, what workshops or events have you attended, do you volunteer, have you completed an environmental farm plan, is this part of a neighborhood initiative... etc.)

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Do you identify as a minority?

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Is there anything else you would like the review committee to know that you haven't had an opportunity to share?

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- This application is accurate and complete to the best of my/our knowledge.
- I/We have attached a property/project sketch or aerial image and relevant photos.
- I/We agree to have the information provided in this form shared with Conservation Halton Staff and the Project Technical Advisory Committee.
- I/We have reviewed the project agreement and understand the terms and conditions that I/we will agree to in order to receive funding.

You have my/our permission to include us on Conservation Halton’s mailing list to receive information on other programs.

 Applicant Name (please print) Applicant Signature Date

 Secondary Applicant Name* Secondary Applicant Signature Date
 (please print)
 *If applicable.

CONSERVATION HALTON OFFICE USE ONLY	
Application received on (DD/MM/YYYY)	
Application received by (First and Last Name)	
Application completion date (DD/MM/YYYY)	