



## Heritage Energy Retrofit Grant Program

### Application Form – sample online form

Please use the following document to plan and prepare your grant application. All the information required for the application is below and will follow the same format online. If you have questions or would like clarification please contact VHF at 604.264.9642 or [mail@vancouverheritagefoundation.org](mailto:mail@vancouverheritagefoundation.org)

\*Indicates a specific question requires a response on the online application.

#### PAGE ONE

##### Part One – Applicant Information

Primary Applicant (First, Last)\*

Secondary Applicant (First, Last)

House Address\*

City\*

Province\*

Postal Code\*

Primary Contact #\*

Email\*

Is the house currently tenanted?\*

Yes

No

##### ~if applicable

Name of tenant:

Tenant Email

Tenant Contact #:

#### PAGE TWO

##### Part Two – House Information

Date of Construction:\*

Is your house listed on the Vancouver Heritage Register?

No

Yes

Do Not Know



If yes, please indicate the heritage category and any designation:

- A
- B
- C
- Do not know

Does the house have Heritage Designation (municipal or provincial) legal protection?

- No
- Yes
- Do Not Know

My house can be described as a:

\*please note that homes with multiple separated suites may have a increased cost to perform an adequate energy audit.

- Single family detached dwelling
- Single family detached house with one or more connected suites
- Single family detached house with one separated suite
- Single family detached house with two separated suites
- Townhome/Rowhouse
- Duplex

The square footage of my house is between:

\*please note homes over 3000 square feet may have an increased cost to perform an adequate energy audit.

- 0-1500 sq ft
- 1501-3000 sq ft
- 3001- 5000 sq ft\*
- Over 5000 sq ft\*

Upload current images of the exterior of the home, including the front façade, sides and rear of the house.

### PAGE THREE

#### Part Three – Home Energy Information

Are you currently a **BC Hydro** customer?

- No
- Yes

Are you currently a **FortisBC** customer?

- No
- Yes



If no, please indicate which company currently powers your heat and hot water:

Please upload 12 months of utility billing.

What is the primary space heating system used in the house?\*

Primary space heat is the system that provides heat to a minimum of 50% of the home for the entire heating season.

- Oil
- Gas
- Solar Hot Water System
- Heat Pump Hot Water Heater
- Other

If other, please describe your primary space heating system.

How is water heated in the house?\*

- Oil
- Gas
- Electric

Are the existing windows original to the house?\*

- No
- Yes
- Replacement and Original
- Not sure

Please indicate what type kind of windows are currently installed in the house (check all that apply).

- Single pane
- Double glazed
- Triple glazed
- Aluminum
- Metal
- Vinyl
- Wood

#### **Part Four – Energy Retrofit Information**

Has this house participated in CleanBC Better Homes and Home Renovation Rebate Program offered by the Province of BC in partnership with FortisBC / BC Hydro?\*

- Yes
- No



Are you considering replacing windows, and/or altering the exterior of the home in order to increase energy efficiency?\*

Yes

No

If yes, describe the number and kind of windows, and exterior alterations:

Would you consider installing interior or exterior storm windows to increase wood window efficiencies?

No

Yes

Do you plan to make any alterations to exterior door(s)?

No

Yes

If yes, describe the number and type of doors, and exterior alterations:

Are any of the windows and/or exterior doors you are planning on replacing original to the house?  
(Please note that replacement of original building material may result in disqualification)\*

No

Yes

Unsure

Are you planning to complete energy retrofits as part of a larger renovation project?

No

Yes

If yes, please provide a summary of your renovation project.

Is the building envelope currently in an intact condition? Please describe any issues with the envelope that might affect the results of the pre-retrofit evaluation.



Is the work part of a Development Permit Application with the City of Vancouver?

No

Yes

Have you already completed some energy retrofits in your house?\*

Yes

No

If yes, please specify the retrofits you've completed.

Indicate to the best of your ability the draft proofing and/or insulation energy retrofits that the house may benefit from. Please check all that apply.

\*please note that an Energy Advisor will offer recommendations based on their assessment, this is simply to offer a scope of possible work.

Window frames

Window repairs

Interior or exterior storm windows

Window replacement

Chimney damper

Wall insulation

Exposed Floor insulation

Attic insulation

Indicate to the best of your ability the installation of new heating equipment that the house may benefit from. Please check all that apply.

\*please note that an Energy Advisor will offer recommendations based on their assessment, this is simply to offer a scope of possible work.

High-efficiency furnace/boiler

Heat pump hot water heater

Solar hot water heating system

High-efficiency water heater [Gas ]

High-efficiency water heater [Electric ]



Electric air-source heat pump

Other

If you selected other, please specify the retrofits you are considering that may affect energy efficiency.

Please provide an estimated timeline for the work to be completed from start date to finish date.\*

Please describe how your goals in the program take into account the Important Considerations described in the Heritage Energy Retrofit Grant Guidelines, Terms and Conditions.\*



## PAGE FOUR

### Application Agreement of Terms

As owner(s) or the authorized agent of the above-named property, I/we hereby agree that:

*check to confirm*

I/we have read, understood and will comply with the VHF Heritage Energy Retrofit Grant Guidelines, Terms and Conditions.

I/we acknowledge that there are no municipal taxes owing and no liens on the property.

I/we acknowledge that Vancouver Heritage Foundation cannot and does not recommend or endorse specific trades or companies and that I/we are solely responsible to select appropriate trades or companies. I/we further acknowledge that any list of contacts provided by VHF are names referred to VHF by homeowners or others as trades and companies with experience working with old buildings, renovations or heritage conservation and that VHF has not verified the experience, reputation or skills of such companies and VHF has no liability or responsibility to us with respect to our use of such trades or companies.

I/we understand that if selected as a grant recipient we shall, and do hereby, release and hold harmless Vancouver Heritage Foundation grant programs, Vancouver Heritage Foundation, its staff, volunteers and consultants from all and any claims, damage or injury caused to property or person involved in undertaking the work of the grant programs. I/we shall not involve Vancouver Heritage Foundation in any action between any contractors, estimators, employees, workers or agents and myself/ourselves, arising from the work on the above building.

I/we have a current owner/homeowner's insurance policy in effect for the building and property that includes home, fire and earthquake insurance and can provide proof on request.

I/we accept the responsibility of acquiring all necessary authorizations and permits from the City of Vancouver before work commences.

If I/we are chosen as a participant, the cash grant will be paid out by VHF upon the completion of the energy retrofits and final energy evaluation. The final energy evaluation will calculate the reduction in greenhouse gases and identify Better Homes BC rebate offers that I/we are eligible to apply directly for or that are facilitated through City Green Solution, VHF's program partner. The final grant payment amount to be disbursed will be calculated by accounting for this reduction and additional outside rebates that are available to the homeowner. The grant funds disbursed will not exceed 100% of the total cost of all retrofits but will range from \$0 - \$10,000.

I/we agree to allow a temporary sign to be erected on the property describing the grant program for promotional purposes.

I/we acknowledge that photographs of and information about the funded project and site may be used by VHF to promote the grant program and other VHF activities.



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I/we understand the grant can be canceled if it is not started/completed within the required timeframe.

VHF is collecting, using and disclosing the personal information and Heritage Energy Retrofit Grant application form and evaluation reports for the purpose of processing and administering your application for a grant, and for evaluating the program. VHF will share information with the City of Vancouver for the purpose of evaluating results of the grant program only. VHF may also wish to use evaluation information for the purpose of case studies, reports and/or promotion of the Heritage Energy Retrofit Grant Program and Vancouver Heritage Foundation activities, including photos.

The City of Vancouver abides by the provisions of the Freedom of Information and Protection of Privacy Act (FOIPPA). VHF abides by the provisions of the British Columbia Personal Information Protection Act (PIPA).

I/we consent to the disclosure of the personal information provided on this Application Form in order to confirm my/our eligibility for the program and for the purpose of reporting to the City of Vancouver.

**Signature of Applicant(s)\*:**

**Date\*:**

**Signature of Applicant (if applicable):**

**Date:**

Would you like to be added to the Vancouver Heritage Foundation mailing list to receive updates about VHF programs?

No

Yes