



Ontario Renovates

Home Renovation Program in Huron County



Guide for Home Owners

Steps for Home Repair

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1	<p>Submit an Ontario Renovates Program Application indicating types of repair required. Application forms are available at the Huron County Social Services office located at the Jacob Memorial Building, 77722D London Road, Clinton, or may be downloaded from the County's website - www.huroncounty.ca.</p> <p>The application must include the necessary documentation of photo identification, income verification, a recent house value assessment and a copy of the current insurance policy for the full value of the home. Also, the application must include at least two quotes (minimum) for each of the required repairs.</p>	
2	Huron County Housing and Property Services staff schedules an inspection of the home, through a third party, to assess the repairs required and estimated cost.	
3	Huron County Housing and Property Services staff reviews the application.	
4	Huron County Housing and Property Services staff "conditionally approves" the project and notifies the homeowner in writing.	
If your application is approved, you can proceed to Step 5 of this guide.		
5	Housing and Property Services approves the home repair project. The homeowner enters into a Letter of Agreement with Huron County Housing and Property Services that outlines the scope of work, funding commitment, repayment schedule and roles and responsibilities of the homeowner and Housing and Property Services. This includes a promissory note for funding to a maximum of \$10,000.	
6	The repairs must start within 60 days of entering into the Letter of Agreement.	
7	Homeowner is to report to Huron County Housing and Property Services staff upon completion of the repairs. Huron County Housing and Property Services staff will contact the third party to arrange a final inspection. Copies of all financial invoices pertaining to the completed repair work must be kept for reporting and audit purposes.	
8	Housing and Property Services will disburse the funds once the completion of repairs is confirmed and satisfactory, and the actual repair amounts have been provided through the originals of all financial invoices. The maximum amount payable to the contractor will not exceed the amount approved under the letter of agreement. Housing and Property Services will disburse funds directly to the contractor within 30 days of the above documentation being provided, and deemed satisfactory by the third party inspection company.	