



HOME RENOVATION GRANT PROGRAM (HRG)

Application Checklist

DID YOU REMEMBER TO...

- Ensure that you are a member of Mikisew Cree First Nation listed on the membership list?
- Ensure that you are the registered owner of the home?
- Complete, sign and date your **9 page** Application Form (Appendices A & B of the HRG Policy)
- Attach the following documents with your application for submission:
 - Copy of MCFN Status Card (or include Treaty Number on Application form)
 - Copy of Proof of Ownership: a copy of the Applicant's Certificate of Title, Certificate of Possession of the home, Mortgage Agreement, Contract of Purchase, or a Will.
 - Full written project plan with timeline (see Project Plan Sample)
 - Service Agreement or Contractor Estimate that includes:
 - Contractor's name
 - Renovation quoted price (including all materials and labour costs)
 - Applicant's name
 - Location of the home (legal description)
 - Estimated renovation timeline.
- Complete and Sign the **9 page** Home Renovation Grant (HRG) Application and Agreement (Appendices A & B of the HRG Policy)
- Submit your **COMPLETE** application beginning at **8:00 AM MST OCTOBER 16, 2023** to **hrg@mikisewcree.ca**. (Emailed submissions received prior will not be accepted. All emailed submissions will be date and time received stamped.)

REMINDERS!

- Please ensure that you thoroughly review and complete your application and attach all applicable documentation prior to submission.

MCFN/MPM ARE NOT RESPONSIBLE FOR INCOMPLETE APPLICATIONS. APPLICANTS ARE RESPONSIBLE TO REVIEW THEIR APPLICATIONS TO ENSURE ALL REQUIRED DOCUMENTATION IS SUBMITTED.

- Understand that the intent of the HRG program is to improve the structural deficiencies, shingles, siding, doors, windows, electrical, plumbing and heating upgrades. The program is not intended to address cosmetic upgrades.
- Complete applications will be accepted on a **FIRST COME, FIRST SERVED** basis. All applications received will be date and time received stamped and processed within 14 days.
- ALL** inquiries must be submitted in writing via email to hrg@mikisewcree.ca. Verbal inquiries will not be accepted.