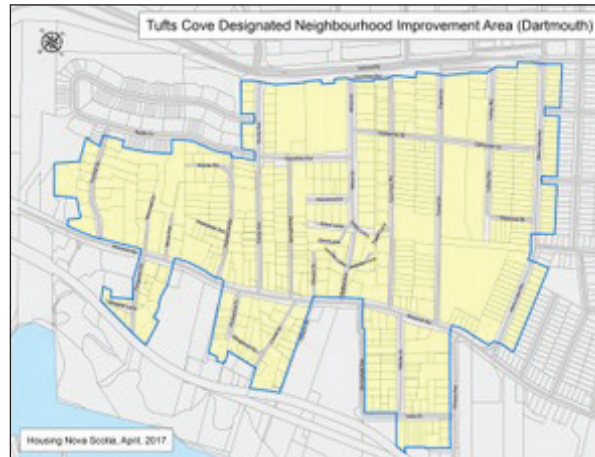


Landlord Fact Sheet

The Neighbourhood Improvement Initiative is designed to help improve the condition, appearance and safety of housing in designated neighbourhoods by providing financial assistance to homeowners and landlords for minor exterior property improvements that are visible from the street.

In this fact sheet, you will find answers to the following questions:

- Who is eligible for the program?
- What financial assistance is available?
- What improvements are eligible?
- What improvements are not eligible?
- How to apply?
- How to contact us?



Important Information:

- Applications must be received by Housing Nova Scotia before August 31, 2017.
- Work must be completed and receipts/invoices submitted on or before November 30, 2017. Payment of receipts/invoices received after that date will not be processed.
- After submitting your application form, please contact our office to find out if you may qualify for other affordable housing programs for landlords. If you are eligible for enhanced access to these programs, you must apply for these programs before March 31, 2018.
- You are responsible for hiring and managing all contractors and sub-trades.

How to contact us?

If you have any questions about the *Spruce Up Tufts Cove* program or you need help completing the application form, you can reach us at:

902-424-5110 or 1-844-424-5110 (Toll free)

E-mail: Tuftscovespruceup@novascotia.ca

Fax: (902) 424-2091

For more information about other affordable housing programs visit www.housingns.ca

Spruce Up Tufts Cove, Dartmouth

A Neighbourhood
Improvement Initiative

LANDLORD



Housing
NOVA SCOTIA
Opening Possibilities.

Who is eligible for the program?

You must own a residential rental property in the Tufts Cove designated neighbourhood area. A map of the targeted area is included in this document.

As a landlord, you must:

- Own a rental residential property in the Tufts Cove designated neighbourhood improvement area that is at least 30 years old
- Have owned the property for at least one year
- Have no liens or judgements against the property

You are also considered a landlord, if you own a residential property, live in the property and rent out one unit within that same property.

Note – There is no applicant income limit for landlords.

What financial assistance is available?

For a landlord, a one-time grant of \$2,000 per self-contained dwelling unit or \$1,500 per bed-unit is available up to a maximum grant of \$5,000 for the property. A landlord must match the cost amount of the grant. Each rental property a landlord owns in the designated neighbourhood is eligible for program assistance.



What improvements are eligible?

Any property improvements that are visible from the street are eligible. They include repairing, replacing or, where appropriate, installing exterior items such as:

- Driveways and walkways
- Eaves, eavestroughs, soffits, fascia and trim
- Siding/Painting
- Exterior doors
- Fencing
- Garages, including painting or demolishing an unsafe structure
- Landscaping
- Porches, stoops, verandas, and stairs
- Roofs
- Windows
- Brick chimney tops and skirting
- Parging foundation
- Exterior lighting, including motion detector lights

Housing Nova Scotia will consider other exterior improvements if they meet the intent and spirit of the program. These improvements are subject to the approval of the regional program manager.

What improvements are not eligible?

Financial assistance for this program does not cover:

- Exterior work carried out before receiving written approval for assistance from Housing Nova Scotia.
- Interior improvements

How to apply?

To apply for financial assistance under this program, please complete the application form. Below is a checklist below to help ensure your application is complete.

- ✓ You have answered all the applicable questions
- ✓ You have attached the following:
 - "Before" photographs that show the area(s) to be improved. Include a picture of the dwelling with the civic number clearly visible.
 - An estimate of the cost of the improvements. If the work costs \$3,000 or less, only one estimate is required. If the work costs more than \$3,000, two estimates are required.
 - Submit a copy of your most recent municipal tax bill showing proof that your taxes have been paid. If your property taxes are not paid in full, include a letter from the municipality indicating that suitable arrangements are in place for the payment of municipal taxes.
- ✓ You have completed the application form and all owners have signed it.

