

Residential property owners may be eligible, for a single grant up to a maximum of \$2,000 through the City of Hamilton (City) Protective Plumbing Program (3P). Program availability continues to be subject to funding as determined by Hamilton City Council and may be discontinued at any time without notice.

To participate in the City's 3P grant program, the property owner must complete a two (2) part process.

PART 1

Step 1
Call 905-546-4426 and speak to a Customer Service Representative to obtain a Service Request Number. The property owner will then be mailed the 3P package which will include a Grant Application Form, Assessment Form, Building Permit Application Form, Loan Application Form and 3P Brochure.

Step 2
Property owner must contact three (3) drain repair or plumbing contractors who are qualified, insured and licensed to work in the City of Hamilton to obtain three (3) formal written quotes. Each quote must be signed by both the property owner and the contractor.

Step 3
Property owner must review, sign, and submit the three (3) signed quotes along with the completed Application Form to the City for review. The property owner is free to choose the contractor of their choice however the grant amount will be based upon the lowest quote submitted. A Confirmation Letter will be sent to the property owner, indicating the amount of the approved grant.

Once you receive your Confirmation Letter, you may begin Part 2.

PART 2

Step 1
Upon receiving the Confirmation Letter the property owner has **six (6) months** from the date on the letter to complete the work and submit all required documentation as stated in Step 4 to the City. If the information is not received within **six (6) months** the property owner will be required to reapply to the grant program.

Step 2
Have the contractor begin work. The approved grant amount may be used towards any combination of the eligible works as listed below.

- a) Have the contractor complete the Assessment Form and a closed circuit television (CCTV) video of the building's internal drainage system. (maximum \$500 reimbursable) Required for all 3P grant submissions.
- b) Disconnection of downspouts (\$40 per downspout for a maximum of \$200 reimbursable)
- c) Installation of an approved backwater valve (maximum \$2000 reimbursable) A Building Permit and Receipt is required.
- d) Installation of a new sump pit and pump when installed in conjunction with an approved backwater valve (replacement of existing sump pumps are not eligible); (maximum \$2000 reimbursable) A Building Permit and Receipt is required.

Step 3
If a backwater valve and/or sump pump have been installed a City inspection is required. Call (905) 546-3950 to schedule an inspection.

Step 4
The Property Owner must submit the following **original** documentation for reimbursement (no photocopies):

- a) Completed Assessment Form
- b) CCTV video (DVD)
- c) Original Building Permit and Receipt
- d) Original Contractor Invoice marked paid in full
- e) *Loan Application (*voluntary not required)

Please note that reimbursement will not be considered unless all required documentation is submitted.

Please submit all documentation to:
Protective Plumbing Program - City of Hamilton
330 Wentworth Street North. Hamilton, ON L8L 5W2

For more information about the 3P program please visit www.hamilton.ca/water,
consult the **3P brochure** or call **905-546-4426**