

Community Improvement Funding Application Guide



Wellington
County

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About the Community Improvement Grant

The County of Wellington's Community Improvement Grant is a programme offering top-up funding to businesses already approved and participating in their local municipality's Community Improvement Planning (CIP) programme.

This programme was designed to support projects that advance County-wide planning, stimulate development, and support revitalization goals in our communities. They can also be used to support broad planning and design goals, such as sustainable development, population and job growth, diversification of economic activity, rental housing options, accessibility, and walkability.

What Incentives are available?



Study Grant

Helps applicants complete pre-development studies and offers up to \$10,000 per study.



Minor Activity Grant

Helps businesses complete construction and/or infrastructure projects such as façade improvements, expansions, or interior renovations of up to \$20,000.



Major Activity Grant

A Tax Increment Equivalent Grant (TIEG) for eligible commercial, housing, agricultural, tourism and sustainability projects.

Study Grant

- **Covers up to 100% of study costs, to a maximum of \$10,000 per study.**
- **Supports the comprehensive planning, design and assessment of proposed property improvements.**

The Study Grant programme provides financial support for property improvement projects, covering up to 100% of study costs to a maximum of \$10,000 per study. A maximum of two (2) study grants per project are permitted.

Applications for this programme must clearly demonstrate a legitimate intention to improve, renovate, adaptively reuse, or develop/redevelop a property. This may include the submission of a letter to the member municipality and/or County specifying the applicant's improvement plans, or the submission of a preliminary concept or development plan (if planning applications have not yet been submitted).

Applications for this programme must focus on the study, planning, design or assessment of proposed projects that would qualify for the Minor Activity Grant Programme or the Major Activity Grant Programme.

Examples of eligible studies:

- Urban design studies and architectural/design drawings;
- Heritage impact assessments;
- Concept plans and site plans;
- Structural analyses and evaluation of existing and proposed mechanical, electrical, and other building systems;
- Energy efficiency and water conservation studies;
- Geothermal energy design studies;
- Blue/white/green roof studies;
- Low impact development (LID) engineering and design studies;
- Traffic impact assessments/studies
- Studies of microclimatic conditions (sun, shadow, wind);
- On-farm biodigester feasibility and design studies;
- Phase Two environmental site assessments (ESA);
- Designated substance and hazardous materials surveys;
- Remedial work plans;
- Risk assessments/risk management plans;

Minor Activity Grant

- **Provides funding up to 50% of eligible costs, to a maximum of \$20,000/project.**
- **Supports physical and aesthetic improvements to eligible properties.**
- **Must obtain approval from your member municipality before starting the project.**

The Minor Activity Grant programme is designed to support physical and aesthetic improvements and expansions of existing commercial, industrial, institutional, agricultural, tourism, and mixed-use buildings and properties, and creation of affordable housing. Funding up to 50% of total eligible costs, up to a maximum to \$20,000 per project, may be available.

Please note project must be approved by your member municipality prior to starting.

Types of Minor Activity Projects that will be considered

- **Commercial:** improvement/expansion of existing commercial, industrial, institutional, and mixed-use buildings/properties. E.g. façade improvements, expansions or interior renovations.
- **Housing:** Creation of new affordable housing units (especially in downtown areas),
- **Agricultural:** Improvement/expansion of existing agricultural buildings or construction of new agricultural buildings for the purpose of accommodating agricultural manufacturing, value added farm products, on-farm diversified uses, or new/innovative farm related agriculture and agri-business uses,
- **Tourism:** Improvement/expansion of new or existing tourism-based properties and/or businesses.
- **Sustainability:** green infrastructure projects that meet the County's Green Building Standards, or equivalent.

Major Activity Grant – Tax Increment Equivalent Grant (TIEG)

- **Financial support for significant development projects**
- **Supports projects across commercial, housing, agricultural, tourism, and sustainability sectors.**

The Major Activity Grant, also known as the Tax Increment Equivalent Grant (TIEG), is designed to provide financial support for significant development projects.

Under the Major Activity Grant programme, approved applicants will first complete their project, after which the County would provide annual grant payments.

The following table outlines the TIEG rate for an eligible project:

Year	TIEG Amount:
1	100%
2	80%
3	60%
4	40%
5	20%

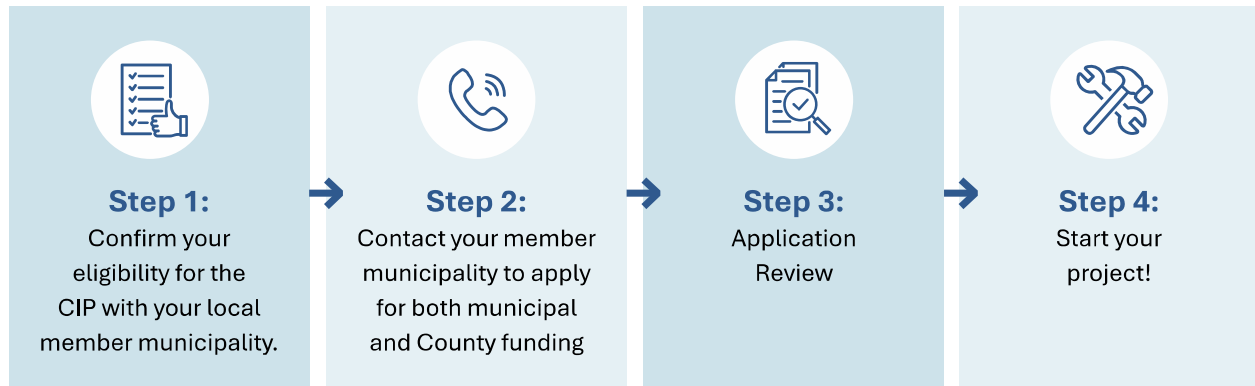
Types of Major Activity Projects that are considered

- **Commercial:** improvement/expansion of existing commercial, industrial, institutional, and mixed-use buildings/properties
- **Housing:** Creation of new affordable housing units
- **Agricultural:** Improvement/expansion of existing agricultural buildings or construction of new agricultural buildings for the purpose of accommodating agricultural manufacturing, value added farm products, on-farm diversified uses, or new/innovative farm related agriculture and agri-business uses
- **Tourism:** improvement/expansion of new or existing tourism-based properties and/or businesses.
- **Sustainability:** green infrastructure projects that meet the County's Green Building Standards, or equivalent.

Please note that preference will be give to projects that have multiple aspects of the above eligibility.

How to apply

Overview



Step 1:

Confirm your eligibility for the CIP with your local member municipality

Please use the links below to review the eligibility requirements specific to your member municipality.

- [Township of Centre Wellington - CIP](#)
- [Town of Erin - Investing in Growth: CIP](#)
- [Guelph Eramosa Township - CIP](#)
- [Township of Mapleton - Mapleton Means Business: CIP](#)
- [Town of Minto - Financial Incentives: CIP](#)
- [Township of Puslinch - Our Corridor: CIP](#)
- [Township of Wellington North - CIP](#)



Step 2:

Contact your member municipality to apply for both municipal and County funding

- **Township of Centre Wellington**
George Borovilos, Manager of Economic Development
519.846.9691 x 304 or [email](#)
- **Town of Erin**
Marina Mato, Economic Development Officer
519.855.4407 x 241 or [email](#).
- **Guelph Eramosa Township**
Ian Roger, CAO, 519.856.9596 x 105 or [email](#).
- **Township of Mapleton**
Amy Grose, Manager of Recreation / Interim Economic Development
and Marketing Coordinator, 519.638.3313 x 037 or [email](#).
- **Town of Minto**
Belinda Wick-Graham, Director of Economic and Community
Development, 519.338.2511 x 241 or [email](#).
- **Township of Puslinch**
Courtenay Hoytfox, Interim CAO, 519.763.1226 x 227 or [email](#).
- **Township of Wellington North**
Robyn Mulder, Economic Development Officer
519.848.3620 x 4234 or [email](#).



Step 3: Application Review

Once you have been approved at the municipal level, your local Economic Development Officer will forward your project to the County level, wherein the application will be reviewed for approval.



Step 4: Start your project!

Once you have been approved through the County level, you may begin your project! Please make sure to take before and after photos, as well as keep all receipts required for the completion of your project. Once the project is completed, you will be interviewed as part of programme closing requisites.