

	PERS – Housing Accelerator Fund (HAF) Grant	Planning, Engineering & Regulatory Services
	Housing Accelerator Fund (HAF) Grant	

Program Description	SECTION 1
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This program is for homeowners who would like to add an additional unit of housing to their primary residence. An applicant to this program must be the registered owner of the residence at the time of application. The applicant must reside at the subject property or site as their primary residence. An application from someone other than the registered owner of the property or site will not be accepted. The eligible unit must comply with all applicable federal, provincial and municipal legislation, including zoning and building regulations. The unit must be self-contained with a kitchen area and full bathroom. The unit must not be a short-term rental unit. The HAF Grant Program is not for repairs, modifications or improvements to existing rental units.

This program is a one-time grant of a maximum \$20,000. Additional funds may be available for some qualified applications seeking accessibility features for the unit or if specific energy-efficient elements and products are installed in the unit. The accessibility top-up is based on a tier system. An approved application will be paid to the homeowner in one lump sum upon building permit issuance for an eligible unit and confirmation of compliance with all other HAF Grant Program conditions required for a HAF Grant payment.

Applicant Information	SECTION 2
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Applicant Name _____

Civic Address _____

Mailing Address _____

Phone _____ Email _____

Project Description	SECTION 3
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1. I am applying for a grant towards one of the following units A, B, or C (see list below):
 - A. **Subsidiary Dwelling Unit (SDU):** A separate Dwelling Unit that is located within the structure of the main Building and which is subordinate to the main Dwelling Unit and applicant's primary residence.
 - B. **Backyard Suites:** A Dwelling Unit in the backyard of a residential lot that is a detached self-contained subordinate Dwelling Unit, located on the same Lot as the main Dwelling Unit and is not an Accessory Building.
 - C. **Tiny Home Dwelling:** A Single Detached Dwelling on its own lot, with a permanent foundation, and with a ground floor area of less than 46 meters square (500 square feet).

- 2. Are you the current homeowner who resides at the subject property as your primary residence.
Yes No
(Proof of residency at the property in the form of driver’s license and utility bill will be required.)

- 3. Do you intend to continue to use the subject property as your primary residence once work is completed?
Yes No

- 4. If this application is for a Tiny Home Dwelling, will you make the Tiny Home your primary residence?
Yes No
(Applicants are required to make the Tiny Home their primary residence and provide proof of residency upon completion of their project).

- 5. Will this unit have Accessible features and be built with Universal Design consideration?
Yes No

- 6. I have received a building permit for my unit from the City of St. John's.
Yes No
(Applicant must apply for a City Building Permit when submitting this application.)

- 7. A detailed outline of your building project budget with costs is required upon submission of this application.

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Applicant Signature		SECTION 4
<p>In signing this application, you enter into an agreement that:</p> <ul style="list-style-type: none"> • Unit will comply with all applicable federal, provincial and municipal legislation, including the Development Regulations, the City of St. John’s Municipal Taxation Act and all applicable by-laws and regulations. • Unit will be self-contained. • Owner would have received a building permit from the City of St. John’s not prior to August 01, 2024. • Unit must be fully completed by August 31, 2027 • Unit must NOT be used as a short-term rental or a per-night rental. • Units must have an issued occupancy permit from the City of St. John’s by August 31, 2027. In the event of unforeseeable construction issues with the project, the City may extend the December 31, 2027 occupancy permit deadline with an applicant • Failure to obtain an occupancy permit from the City of St. John’s for the unit by August 31, 2027 will result in all funds provided to an applicant being immediately repayable to the City of St. John’s. The City reserves the right to pursue all available remedies for repayment of funds provided. <p>Applicants are advised that applications will be assessed on a first come, first served basis between the period of August 20th, 2024 and December, 2026, or until HAF funds are exhausted, whichever occurs first. The grant will be disbursed as a one-time lump sum upon City of St. John’s issuance of an approved building permit for the eligible unit. Compliance with all program requirements is required for grant approval and payment.</p> <p>Applicant signature _____ Date _____</p>		
Privacy Notice		SECTION 5
<p>Collection of Personal information via this form is authorized under the Access to Information and Protection of Privacy Act, 2015 and is needed to process your Permit Application. Questions about the collection and use of the information may be directed to the Manager of the Regulatory Services division by email: building@stjohns.ca or by phone 709-576-8565.</p>		
Please send completed form to:	Inspection Services, 3rd Floor Annex P.O. Box 908, 10 New Gower Street St. John’s, NL A1C 5M2	For further information: Phone: 709-576-8565 Email: permits@stjohns.ca