



Application Form

Well Decommissioning & Well Upgrade Grant Program

Please read: "Eligibility Guidelines" and "Terms & Conditions Agreement" before filling out the Application

A) Personal Information

Landowner: _____

Mailing Address: _____

Municipality/Township: _____ Postal Code: _____

Telephone Number: _____ Fax: _____

E-mail: _____ Lot: _____ Concession: _____

Project Location (Please provide the address if different then above)

Mailing Address: _____

Lot: _____ Concession: _____

B) Project Summary

Grant Applying for:

- Well Decommissioning** (100% up to a maximum of \$2,000.00)
- Proper plugging of unused wells by a licensed well contractor

- Well Upgrades** (75% up to a maximum of \$1,000.00)

Note: it may not be practical to upgrade some wells.

- Installing pitless adapter to replace drilled well pits.
- Grading and permanently seeding soil surface around well.
- Sealing annular space around well casing.
- Upgrading or replacement of dilapidated casing.
- Extending well casing to 16 inches (40cm) above finished ground surface.
- Installing proper wellhead caps.
- Landscape to divert water away from wellhead.
- Pit seal (filling in well pit and extending casing)
- Other(specify) _____

Project Details:

Proposed Start Date: _____ Proposed Completion Date: _____

Total estimated cost of the project: _____

Percentage of grant applied for: _____

Percentage of landowner contribution: _____

Explain the need for the proposed project: _____

C) Existing Site Conditions

Site Conditions:

Is there a farm operation on the property? Yes No

How far away is the well from the septic tank, sheds, etc.? _____

Is the well located down slope from the septic tank, sheds, etc.? Yes No

D) Well Information

Use of Well: (circle one) Irrigation Stock Domestic Other: _____

MOE Well Record Number (if known): _____

Type of casing: (circle one) Tile Brick/Stone Steel PVC CEM
Concrete Other: _____

Inside Diameter of Casing: _____ Well Depth: _____ Is the well in a pit? Yes No

Present wellhead condition: _____

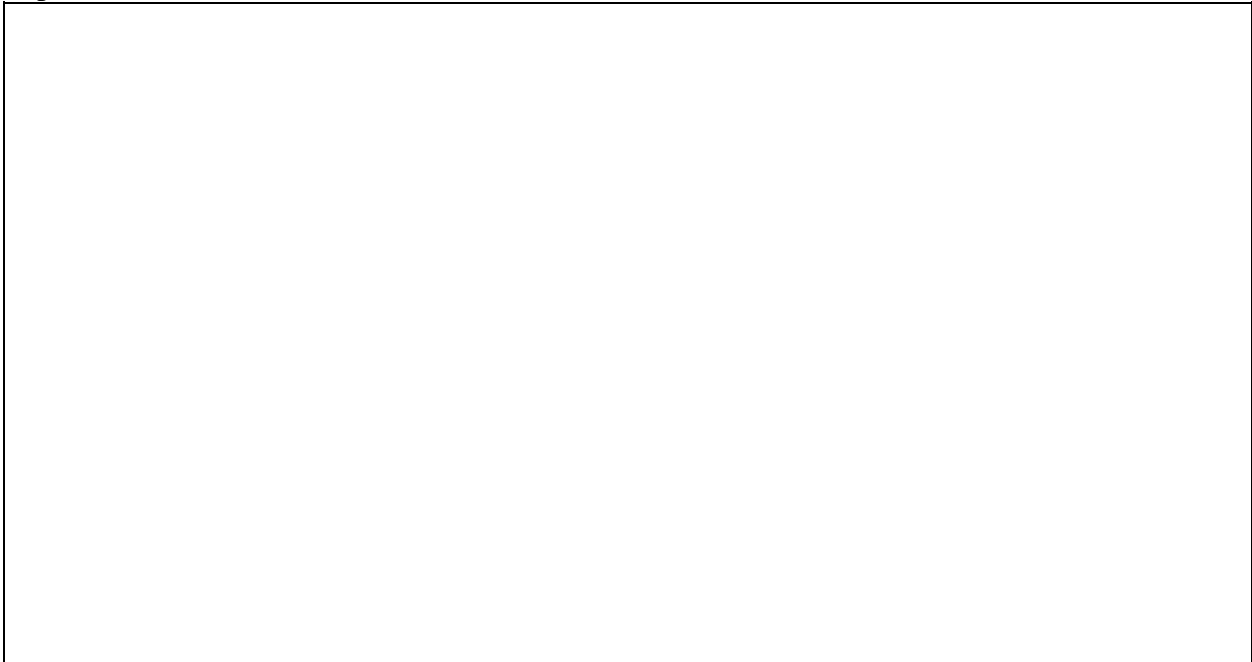
Date of well construction (if known) or approximation of date: _____

Previous Landowner (if known): _____

E) Site Plan

Please provide one or more current photographs of the well showing its present condition along with this application. Note: pictures may be used as part of promotional and/or reporting activities.

Please provide a sketch showing existing site features. Include buildings, septic tank, sheds, etc. with the location of wells and measured distances. Include other information that you feel is important.



Eligibility Guidelines

Project Eligibility

To qualify for current funding the following criteria must be met:

- The proposed work must be completed by a licensed well contractor with proper service code per Ontario Regulation 903.
- Grants are available to private landowners who live in Durham Region, who will implement projects, which will improve local water quality.
- Grant approval is dependent on available project funds, project type, location, and priority.
- Priority will be given to:
 - ▶ Municipal well capture zones.
 - ▶ Landowners who have not previously received funding under this program
- Lands that are subject to Planning Act application will not be considered.
- All proposals are subject to review/approval by the program staff.

Eligible Costs

- Licensed contractor and/or licensed technician fees (approved by CLOCA).
- Labour or materials associated with proper well plugging procedures or well upgrades.
- Well site wiring/connection costs associated with well upgrades.

Ineligible Costs

- Well pumps.
- Water purification or treatment systems.
- Construction of new wells.
- Permits.
- Upgrades for dug or bored wells.

Agreement and Application for Funding Assistance Terms & Conditions

The funding assistance for this project is subject to the following terms and conditions:

1. The owner's proposed works and request for funding assistance is subject to approval by CLOCA to ensure compliance with acceptable standards and for confirmation of funding availability/eligibility. Work which proceeds prior to receiving approval WILL NOT qualify for funding assistance.
2. Along with the application form the applicant is required to submit at least one cost estimate for the proposed works. CLOCA reserves the right to request the submission of a minimum of three (3) cost estimates for the proposed works, and to approve the selection of the estimate.
3. In order to receive grant assistance, it is understood that the project must receive written technical approval, funding approval, and final satisfactory assessment by CLOCA staff. Work must be done within six (6) months of the date of the approval or before the 1st of December of the current year, whichever comes first. All required documentations (paid invoice, photographs, filled-out well information forms and so on) must be submitted to CLOCA no later than the 1st of December of the current year. We cannot guarantee payment for late submissions.
4. Work must be completed by a well contractor licensed under appropriate category to decommission or upgrade wells as outlined in O. Reg. 903 of the Ontario Water Resource Act. A copy of the well contractor's and/or well technician's license must be presented to CLOCA upon request. The property owner is responsible for hiring the necessary contractor(s) and to ensure that the works are carried out in accordance with the approved plans, specifications and conditions.
5. The property owner is responsible for all payments to all contractor(s). CLOCA **will not** be responsible for any direct payments to contractors hired by the owner. Funding assistance from CLOCA will be paid only to the property owner.
6. It is the responsibility of the owner to notify CLOCA prior to the construction of the proposed works so that the Authority can undertake monitoring and assessment of the works.
7. CLOCA shall have access to the site where any part of the work is being carried out at all reasonable times before, during and after construction for the purpose of conducting project assessment.
8. The proposed project must comply with Ontario Ministry of Environment (MOE) procedures for plugging or abandoning unused water wells and upgrading of active wells according to Ontario Regulation 903. Each source (used or unused) will be treated as one well. Well decommissioning will be proper plugging of unused well while well upgrade should constitute the works on active wells to meet regulation standards. In this grant program, there is no such thing as decommissioning and upgrade on a single well (e.g. well in a pit).

9. The hired contractor(s) must complete and submit either a well decommissioning form or well upgrade form to both the MOE and CLOCA. The appropriate forms will be provided to the applicant with the letter of approval. The contractor is required to follow O. Reg. 903 requirement regarding well tags on all well upgrade projects.
10. The property owner is responsible for obtaining all necessary permits prior to implementation of the project and before grant funds are distributed. The application for funding assistance **is not** an application for a permit. The work must meet the requirements of all applicable laws and by-laws.
11. Works must be completed according to the approved plans and specifications and to the satisfaction of CLOCA in order to receive payment of grants.
12. Upon completion of the works, the owner must submit all associated permits, a statement of expenses incurred during the construction together with copies of receipts, invoices marked "paid in Full" and/or copies of canceled cheques, both front and back. Receipts must provide a detailed breakdown of labour hours, quantities of materials purchased and all other associated costs.
13. The owner will not alter, interfere with or otherwise modify the project without prior written consent of CLOCA and other agencies involved. The owner agrees to maintain the project in good working order and condition for a minimum period of 15 years
14. Projects will be completed to the satisfaction of the Central Lake Ontario Conservation Authority (CLOCA) guidelines within a defined, agreed, time period as outline in the approved project plan.
15. The Owner indemnifies and saves harmless the Central Lake Ontario Conservation, and Kawartha Region conservation authorities and Durham Region from and against all actions, claims, loss, damage and liability connected with the said works or the provision or preservation thereof as contemplated herein, arising directly out of the adequacy, sufficiency, design, construction, installation, erection, excavation, use, maintenance, improvement, alteration, inspection, replacement, repair, destruction, removal, failure and obligation or the said works.

Landowner Project Agreement

This agreement is to acknowledge that (name, please print)_____

I, the undersigned landowner, understand and agree to the above listed Terms & Conditions. To the best of my knowledge, the information contained in this form, which relates to the project and property is true and accurate.

Signature of Owner

Date

For Office Use Only

Technical Approval _____ Date _____
(Authorized Signature)

Funding Approval _____ Date _____
(Authorized Signature)

Satisfactory Final _____ Date _____
Assessment (Authorized Signature)

Explanation for need of grant assistance (comments): _____

Grant Cheque Processed: _____ Grant Cheque Mailed: _____

Signature Project Manager

Date

Cost Estimate Sheet

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Please provide a detailed description of the work to be completed by the contractor and a detailed cost breakdown of the proposed work in the table below (or attached a cost estimate sheet provided by the contractor).

Property Owner: _____

Licensed Contractor/Technician: _____ License number: _____

Description of proposed work: _____

Component of Work	Estimated Cost
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
Total Cost	\$ _____

Signature of Owner

Date