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For more information concerning the history of these regulations, please see the [Table of Regulations](#).

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CHAPTER H-11

HOUSING CORPORATION ACT

PROVINCIAL CONTRIBUTION TO SENIORS - HOME REPAIR REGULATIONS

Made by the Lieutenant Governor in Council under the *Housing Corporation Act* R.S.P.E.I. 1988, Cap. H-11

1. These regulations may be cited as the “Provincial Contribution to Seniors - Home Repair Regulations”. (EC1135/80) Citation
2. In these regulations Definitions
- (a) “income” means the aggregate gross income in whatever form received by the applicant and other household members, less income
- (i) living out or travelling allowance for the principal wage earner,
 - (ii) insurance settlements, inheritances, monies realized from the sale of personal effects or chattels and similar monies which in the opinion of the Corporation shall not be included as income,
 - (iii) family allowances,
 - (iv) the income of a dependant child;
- (b) “applicant” means an owner of a dwelling unit who is making application for an improvement grant under these regulations and who is applicant
- (i) at least sixty years of age, or
 - (ii) a disabled person or a person who has a disabled person residing in his household, or
 - (iii) a recipient of general welfare assistance for a period of at least twelve consecutive months or who, in the opinion of the Department of Social Services and Seniors, is likely to be a recipient of general welfare assistance for a period of twelve consecutive months;
- (c) “approved applicant” means an applicant who has received a letter of approval for an improvement grant under these regulations; approved applicant
- (d) revoked by EC639/93; Board
- (e) “Corporation” means the Prince Edward Island Housing Corporation; Corporation
- (f) “dependant child” means a person dependant child
- (i) under the age of eighteen years,

	(ii) over eighteen years of age but under twenty-one years and attending a recognized educational institution on a full time basis, (iii) over eighteen years of age but wholly dependent upon the applicant and his spouse for his livelihood because of illness or disability;
disabled person	(f.1) “disabled person” means a person who has a physical or mental impairment that impedes him in carrying out normal daily activities;
dwelling unit	(g) “dwelling unit” means housing accommodation in whatever form intended for year-round occupancy and providing therein living, sleeping, eating and food preparation facilities for a family;
fiscal year	(h) “fiscal year” means the Corporation’s budget period which runs from April 1 of one year to March 31 of the following year;
home improvement work	(i) “home improvement work” means any work which, in the opinion of the Corporation, should be carried out on a dwelling unit to improve the structural soundness of the dwelling unit or the physical safety, health and warmth of living standards of the applicant and his family;
household	(i.1) “household” means the people who normally reside in the dwelling unit including the applicant, the spouse of the applicant, a dependent child and any other person related by blood or marriage to the applicant or spouse;
improvement grant	(j) “improvement grant” means a grant for home improvement work made under these regulations;
letter of approval	(k) “letter of approval” means an approval form issued under these regulations by the Corporation jointly to a recognized manpower group and the applicant, indicating the approved home improvement work and the improvement grant amount for that applicant;
letter of recognition	(l) “letter of recognition” means a letter issued by the Corporation to a manpower group indicating the Corporation’s approval of the group to submit the names of applicants to the Corporation for consideration for improvement grants;
manpower group	(m) “manpower group” means a group approved and funded under a recognized federal, provincial or federal-provincial manpower program whose primary purpose is job creation or job training;
owner	(n) “owner” means a person who by himself or with another or others, holds title to a dwelling unit and includes (i) the lawful representatives of the estate of such person,

- (ii) a lessee of a property under a lease expiring not less than three years from the date for which application for assistance is made by the lessee under these regulations,
- (iii) a tenant or occupant of five years or more if the actual owner of the single family dwelling unit has agreed to the home improvement work,
- (iv) a lessee of land under a lease from the Crown or from any municipality or from any corporation when the lessee owns a home located thereon,
- (v) a veteran whom the Director under the *Veteran's Land Act* (Canada), has a subsisting contract for the sale of land made pursuant to Part I of the *Veteran's Land Act* (Canada);

(o) "recreational home" means a building which is used principally for recreation or seasonal purposes and is occupied or intended for occupation on an intermittent basis. (EC1135/80; 799/82; 207/85; 314/87; 194/88; 118/89; 639/93; 614/05) recreational home

3. To be considered by the Corporation for an improvement grant, an applicant must submit a completed application to the Corporation through an approved manpower group in such form as prescribed by the Corporation from time to time. (EC1135/80) Application for grant

4. To be eligible for an improvement grant, an applicant must be able to show to the satisfaction of the Corporation Eligibility

- (a) that he is owner of the dwelling unit on which home improvement work is to be carried out; and
- (b) that the applicant in a one person household has an annual income which is equal to or less than \$13,500 or the applicant and the other people in a household of two or more people have a combined annual income which is equal to or less than \$17,500. (EC1135/80; 1209/81; 799/82; 314/87; 194/88; 118/89)

5. The Corporation shall be entitled in its discretion to deny any application made under these regulations when in the Corporation's opinion the applicant's assets are such that to grant the application would be contrary to the spirit or intent of these regulations. (EC1135/80) Application denial re assets

6. All applicants shall provide to the Corporation a copy of such income tax returns as are requested, together with any other evidence or proof of income which may be required by the Corporation, in such form as the Corporation prescribes. (EC1135/80) Proof of income

7. Only one applicant per dwelling unit may make application for an improvement grant under these regulations for that dwelling unit. (EC1135/80) One applicant per dwelling unit

Dwelling unit qualification	8. The dwelling unit for which an improvement grant is sought must <ul style="list-style-type: none"> (a) be in need of home improvement work; and (b) be owned and occupied by the applicant at the time of application. (EC1135/80)
Recreation home	9. A recreation home does not qualify for an improvement grant. (EC1135/80)
Determination of assistance	10. The amount of improvement grant assistance provided to an approved applicant shall be determined by the Corporation, and shall be limited to eligible expenses. (EC1135/80)
Maximum grant assistance	11. (1) The maximum grant assistance available to an applicant shall depend on the household income, and <ul style="list-style-type: none"> (a) in the case of an applicant in a one person household, shall be \$1,000 at an annual income of \$10,500 or less and shall reduce by \$1.00 for each \$3.00 increase in income until a minimum assistance level of \$200 is reached, which continues to an income of \$13,500, after which point no assistance will be available; (b) in the case of an applicant in a household of two or more people, shall be \$1,000 at an annual income of \$14,500 or less and shall reduce by \$1.00 for each \$3.00 increase in income until a minimum assistance level of \$200 is reached, which continues to an income of \$17,500, after which point no assistance will be available.
Grant determination	(2) The actual amount of grant assistance provided to an approved applicant for any dwelling unit under these regulations shall be determined by the Corporation on the basis of its appraisal of eligible expenses within the maximum assistance limits established in subsection (1). (EC314/87; 194/88)
Eligible expenses	12. (1) Eligible expenses are costs of materials required for home improvement work and other costs required to complete the home improvement work to the applicant's dwelling unit.
Exceptions	(2) Eligible expenses do not include <ul style="list-style-type: none"> (a) the cost of materials used in work which, in the opinion of the Corporation, has been commenced or completed prior to the issuance of a letter of approval; (b) cost of materials for any work which, in the opinion of the Corporation, is purely cosmetic in nature; (c) costs of materials required in the preparation for or transportation of a dwelling unit to a different site; (d) costs of materials used to repair a damaged dwelling where insurance adequately covers these costs;

- (e) costs of materials utilized on any work other than home improvement work;
- (f) costs of materials used to complete the intended construction of a dwelling unit;
- (g) labour costs. (EC1135/80)

13. If in the opinion of the Corporation, a group meets the requirements of section 16, the Corporation may issue a letter of recognition to the manpower group. (EC1135/80)

Letter of recognition

14. (1) A manpower group to whom the Corporation has issued a letter of recognition may submit to the Corporation the names of applicants who have applied for home improvement grants through the manpower group.

List of applicants

(2) For the purpose of implementing the Provincial Contribution to Seniors - Home Repair Program, the Corporation may designate a recognized manpower group to act as its agent in establishing the income of applicant, establishing that the applicant meets the requirements of section 4 and establishing that a dwelling unit meets the requirements of section 8.

Manpower group as agent

(3) In carrying out the function delegated to it by the Corporation under subsection (2), the designated manpower group shall follow guidelines provided to it by the Corporation from time to time.

Guidelines

(4) A letter of recognition will expire at the time a group ceases to be a manpower group as defined under these regulations. (EC1135/80)

Expiration of letter of recognition

15. The manpower group shall be responsible for establishing the priority of processing of the applicants whose applications have been submitted through the manpower group to the Corporation. (EC1135/80)

Processing of applicants

16. To be considered by the Corporation for a letter of recognition, a manpower group must show to the satisfaction of the Corporation

Qualifications for letter of recognition

- (a) that it is a manpower group as defined under these regulations;
- (b) that it will operate within the requirements of these regulations;
- (c) that one of the major activities of the group will be home improvement work on dwelling units. (EC1135/80)

17. (1) If, in the opinion of the Corporation, the applicant and the indicated home improvement work meet the requirements of these regulations, the Corporation will issue to the recognized manpower group and the applicant a letter of approval for the approved home improvement work.

Letter of approval

Establishment of approved grant	(2) The approved improvement grant amount contained within the letter of approval shall be established within the provisions of these regulations and shall be based on the Corporation's estimate of eligible expenses for carrying out the approved home improvement work.
Adjustment of initial grant	(3) The Corporation within the limitations of section 11 may increase or decrease the initially approved improvement grant amount on the basis of the actual eligible expense for the completed home improvement work, as substantiated to the satisfaction of the Corporation by the recognized manpower group. (EC1135/80)
Inspection	18. (1) The Corporation may carry out whatever inspection efforts it deems as appropriate and necessary on the applicant's single dwelling unit, to insure that the intent and provisions of these regulations are being met.
Inspection refusal	(2) Where for any reason or reasons an applicant refuses the Corporation permission to carry out an inspection or inspections of his or her dwelling unit, as provided for under subsection (1) of this section, the Corporation may, depending on the stage reached in the implementation process either cancel the applicant's application or cancel the applicant's letter of approval, or withhold approved home improvement grant money for work not yet completed. (EC1135/80)
Progress expense payments	19. (1) During the period in which approved home improvement work is being carried out on a single family dwelling unit, the Corporation may make a maximum of two progress and one final payment to the manpower group for eligible expenses incurred in carrying out approved home improvement work for that unit.
<i>Idem</i>	(2) The making of payments will be based on a satisfactory substantiation by the manpower group that the work has been completed but in no instance shall the total of progress and final payments exceed the approved improvement grant amount stated in the letter of approval or subsequently increased or decreased under subsection 17(3). (EC1135/80)
Grant assistance limited by budget	20. (1) Notwithstanding the issuance of letters of approval, the ultimate provision of home improvement grant assistance under these regulations may be limited by the available budget for the Provincial Contribution to Seniors - Home Repair Program or the end of the Corporation's fiscal year.
Cancellation where budget exhausted	(2) Where the Provincial Contribution to Seniors - Home Repair Program budget is exhausted, the Corporation shall cancel all outstanding letters of approval for which funding is not available.

(3) If, in the opinion of the Corporation, the manpower group is not following the substance or intent of these regulations, the Corporation shall cancel the letter of recognition previously issued to the manpower group and the letters of approval of applicants who have applied through that manpower group.

Letter of recognition cancellation

(4) When the letter of recognition of a group expires under subsection 14(4), all outstanding letters of approval for the applicants approved through that group will also be cancelled.

Cancellation when letter of recognition expires

(5) Where the Corporation cancels letters of recognition or letters of approval, it will provide payment for all eligible expenses incurred to the date of cancellation. (EC1135/80)

Payment of expenses to date of cancellation

21. An applicant who has received assistance under a previous home improvement program wherein the labour component has been funded through a manpower related program (including but not limited to the Local Initiatives Program and the Canada Works Program) will be eligible to receive assistance pursuant to these regulations but the total assistance received under previous home improvement programs wherein the labour component has been funded through a manpower related program and under these regulations shall not exceed the maximum grant assistance available to the applicant as established under subsection 11(1). (EC314/87)

Eligibility

22. It is the responsibility of the manpower group to insure that all home rehabilitation work is carried out in conforming with the relevant provincial codes. (EC1135/80)

Work conforming to provincial codes

23. (1) The making of a statement in the application for grant assistance that is false in any material respect, shall entitle the Corporation to immediate repayment by the applicant of any home rehabilitation grant funds provided to the manpower group in the applicant's name and take any action to secure repayment which the Corporation considers proper in the circumstances.

Falsified application

(2) The use of the proceeds of the improvement grant otherwise than for eligible expenses for home improvement work shall entitle the Corporation to immediate repayment by the applicant or the recognized manpower group and to take any action to secure repayment which the Corporation considers proper in the circumstances. (EC1135/80)

Misuse of grant proceeds

24. The Corporation may, in its discretion, reject any application made under these regulations which, in the opinion of the Corporation, fails to comply with the intent or the objectives of the Provincial Contribution to Seniors - Home Repair Program. (EC1135/80; 639/93; 737/05)

Rejection of application by board