

# MUNICIPAL INFRASTRUCTURE FUND

Project Title: \_\_\_\_\_

## 1. Contact Information

Applicant's Name: \_\_\_\_\_

Street Address/PO Box: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Check the box that applies to you:

municipality     developer     non-profit     other: \_\_\_\_\_

## 2. Project Information

### *Project Location*

Town/Rural Municipality: \_\_\_\_\_

Street Address: \_\_\_\_\_

PID number(s): \_\_\_\_\_

What is the land area of your development (acres)? \_\_\_\_\_

Is the applicant the landowner?     yes     no

If no, who is the landowner? \_\_\_\_\_

\*If no, this should be a joint application with the landowner. Please include contact information for the landowner from section 1 of this form.

### *Project Description*

Type of infrastructure included in development:

sewer     water     roads     sidewalks     storm water systems

sewer laterals     water laterals     active transportation pathway

other: \_\_\_\_\_

How many total lots are in your subdivision plan? \_\_\_\_\_

How many lots are you looking to have subsidized by the MIF? \_\_\_\_\_

*Estimated MIF subsidy:*

If you are building infrastructure for 2-5 lots: 10,000 x \_\_\_\_\_ = \_\_\_\_\_

If you are building infrastructure for 6-10 lots: 12,000 x \_\_\_\_\_ = \_\_\_\_\_

If you are building infrastructure for 11-20 lots: 15,000 x \_\_\_\_\_ = \_\_\_\_\_

**3. Estimated Eligible Costs**

<b>Cost Breakdown</b>		<b>Amount</b>
Design/Engineering		
Construction/Demolition		
Contingency		
Other (please specify)		
Other (please specify)		
Other (please specify)		
Subtotal		
HST (Eligible HST Cost 10%)		
<b>Total Eligible Costs</b>		

**4. Estimated In-Kind Contributions**

Will there be an in-kind donation from the applicant(s)?  yes  no

Will there be an in-kind donation from outside parties?  yes  no

<b>In-kind Cost Breakdown</b>		<b>Amount</b>
Donation of Land		
Ineligible Infrastructure, ie. Playground or Parkland		
Other (please specify)		
Other (please specify)		
Total In-Kind Contributions		
Total Eligible Costs (enter total from question 3)		
<b>TOTAL ELIGIBLE COSTS + TOTAL IN-KIND CONTRIBUTIONS</b>		

**5. Proposed Sources of Funding**

Have you applied for other funding programs?

yes

no

If yes, please indicate which program(s):

Project Funding Sources		Confirmed?	Amount
Applicant's Share			
Other (please specify)			
Other (please specify)			
		Total	

If the project involves funding from other sources, the committee will require confirmation of funding approval.

**6. Estimated Project Timelines**

Activity		Start Date	Completion Date
Design/Engineering Date			
Expected Start and Completion Dates			
Tender or Request for Quotation Date			
Tender Award Date			
Other (please specify)			



- d. Projects optimize mixed housing type outcomes to promote mixed-neighborhoods/subdivisions. (Subdivisions may include lots that are not subsidized under the MIF.)

- e. Projects will be located within proximity and easy access to local services/amenities for achieving a higher quality of life, as well as reduced car dependency and transportation costs.

Enter distance for all that apply:

Service/amenity	Distance (metres)
Proximity to Shopping	
Proximity to Recreation/Community Facilities	
Proximity to Health-related Facilities	
Proximity to Education-related Facilities	
Other:	
Other:	

- f. Building infrastructure must begin within six months after funding approval.

## 8. Terms and Conditions

Please check each statement to indicate acceptance of the following terms and conditions:

- a) The MIF will fund centrally serviced water, wastewater, roads, and sidewalks. The maximum subsidy will not exceed \$15,000 per lot for extending those services to a maximum of 20 subsidized lots. Only the extension of existing systems, not the development of new central water or wastewater systems, will be eligible.

- b) The development must be completed within a municipality that provides central water and/or wastewater services.
- c) Developments must maximize the number of lots and efficient use of the land.
- d) A restrictive covenant must be registered in the applicable Land Registry Office against all lots that benefit from the MIF funding. The restrictive covenant shall prohibit the construction of any dwelling that exceeds 1,400 square feet. Proof of registration of the covenant must be provided before any MIF funds are advanced to the developer.
- e) Projects funded shall not be within an agricultural zone.
- f) Applicants receiving funding shall be required to file annual progress and compliance reports until all subsidized lots are sold.
- g) Construction of the infrastructure for the proposed development must be ready to begin within six months of application approval. Infrastructure that has already started is not eligible for MIF funding.
- h) The development must be located on a public road constructed to provincial government standards. The Department of Transportation and Infrastructure (DTI) must approve the roads prior to disbursement.
- i) The developer cannot sell more than one lot to one individual buyer, or group of buyers if owned jointly (or commonly controlled entity).
- j) The developer is eligible to receive MIF funding for lots that they plan to build on for the purpose of selling, but they cannot retain more than 10% of lots for their own development purposes.
- k) The Province of PEI will hold the option to purchase up to 25% of lots developed, equal to 120% of the developer's cost (net of grant), to be used for provincial initiatives.
- l) The non-repayable contribution will be paid to the developer upon substantial completion of the infrastructure, as confirmed by a professional engineer licensed to practice in the Province of Prince Edward Island.

## 9. Supporting Documents

Please check each statement to indicate the following items have been included. (Only check the boxes that apply.)

- a) **A detailed project description**, including an explanation of why the project should be considered. (Explain the broader benefits of the project, including environmental, economic, and social benefits.)
- b) If the applicant does not own the land, **a written endorsement from the owner of the property** on which the development is proposed, indicating the owner's interest in participating in the proposed project.
- c) A Council resolution in support of the project, including the cost of the project, as well as a commitment through the resolution to maintain, operate, and insure the infrastructure. In the case of a municipality that does not own roads, the developer must confirm that the road(s) will be transferred to the Province. The Council resolution must be signed and sealed.
- d) A signed statement by the applicant indicating that any long-term implementation impacts of the project have been considered and that the projected outcome is achievable and sustainable.
- e) The subdivision plan outlining the number of lots to be created, the road design and the lot sizes.
- f) If the subdivision plan exceeds 20 lots, please identify the lots on which MIF subsidy is requested.
- g) Letters of confirmation from other funding partners/financial institutions, if any.
- h) Any additional supporting documentation that will assist in the project review.

## 10. Subdivision Development Financing Program

- a. Are you planning on applying for 2% financing through Finance PEI's SDFP?

yes                      no

- b. If approved for MIF funding, do you consent to having FPEIM send your MIF application to Finance PEI?

yes                      no

## Municipal Infrastructure Fund Applications

After filling out the application form, save it, and email it to the following email address:

[mif@fpeim.ca](mailto:mif@fpeim.ca)

Please also mail or hand-deliver a signed and sealed copy to the following address:

Federation of PEI Municipalities  
1 Kirkdale Road  
Charlottetown PE C1E 1R3

The Applicant \_\_\_\_\_ does hereby submit this  
Municipal Infrastructure Fund application, which has been approved at a Council meeting  
(please attach a council resolution for the project) of the Town/Rural Municipality of  
\_\_\_\_\_ dated \_\_\_\_\_.

In providing this submission, the Applicant declares that the above is, to the best of its  
knowledge and belief, true in substance and in fact.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
\*In the case where the Applicant is a municipality, the signatures of both the Mayor and the  
CAO are required.