



Community Improvement Plan (CIP) Frequently Asked Questions (FAQ)

Q: Where or how do I start a CIP Application?

A: Please refer to the CIP Grants and Incentives webpage and review the *Application Process* section. For further direction, please contact CIP@strathroy-caradoc.ca.

Q: How can I arrange a pre-consultation with the CIP Coordinator to discuss my project(s) and identify eligibility, review applicable streams, and receive preliminary feedback?

A: To arrange or request a consultation with the CIP Coordinator, they can be reached by email at CIP@strathroy-caradoc.ca or by calling (519) 245-1070.

Q: How can I make my application more successful?

A: The most important step is to pre-consult with the CIP Coordinator by emailing - CIP@strathroy-caradoc.ca - on application requirements & eligibility criteria before any work has begun.

Q: Can I apply for CIP funding for a project that I have already started?

A: Those parts of projects or site work commenced and/or completed prior to the submission and approval of an application shall be ineligible or not considered for funding unless otherwise determined eligible by the Municipality in its sole discretion.

Q: Do I have to be the owner of the property/lands to apply?

A: No, as long as the owner gives written consent on behalf of the applicant submitting the application.

Q: Can I apply to a program if I am outside of the eligible area?

A: Unfortunately, not. Eligible areas are identified in schedule 'A' in the CIP Manual.

Q: Can I stack the grants for the same property?

A: Yes. Please refer to each program separately as they outline which grants may be combined with grants from other CIP programs.

Q: How is my application evaluated?

A: Applications will be evaluated by a CIP committee based on compliance, then approved by Council.

Contact Us:



Q: What are the timelines/deadlines?

A: The program will run on an on-going basis with applications reviewed on a first-come, first serve basis. Please refer to the **Community Improvement Plan (CIP) Application Deadlines**.

Q: What happens after I have submitted my application?

A: The CIP Coordinator will review the application against the general and stream-specific eligibility requirements of this Plan. Once deemed complete, the CIP Coordinator will forward the application and associated materials to the CIP Implementation Committee for review, and a committee meeting date will be scheduled to make a recommendation to Council on the application. The decision of the Municipal Council to accept or refuse the application will be communicated to the applicant. Refusal of an application does not disqualify an applicant from being able to submit future applications.

Q: If you are denied funding, can you appeal?

A: Unfortunately, not. Before submitting your application, please ensure you have consulted with the CIP Coordinator to ensure eligibility and viability of the application.

Q: Will the community be informed of the successful applications?

A: Yes, Council will review application reports and successful applications will be made public at scheduled Council meetings.

Q: What happens when the yearly CIP designated funds run out?

A: Each year, Council assigns funds to the CIP program. The distribution of funds is at the discretion of Council and are generally assigned on a first come, first serve basis. It is possible that the funds all get used in one year or get carried over into the next budget year.

Q: How are Eligible Areas chosen?

A: Eligible areas are largely based on the Official Plan designation of lands.

Q: Why are some words bolded in the CIP document?

A: The bolded words are defined in schedule 'B' glossary. Please use the glossary to better interpret the Community Improvement Plan.

Q: What is the current targeted sector for the Urban Economic Development Program?

At this time the targeted sector in the Molnar Industrial Certified Site lands is Agri-Food

A: Processing or Food Manufacturing. There are no identified targeted sectors for the High Street Industrial Park or Mount Brydges Economic Area at this time.

Contact Us:



Q: What supporting information and materials documenting the completion of the works must I provide to ensure issuance of any financial incentives outlined under the CIP Funding Agreement?

A: Upon completion of the improvement project, and prior to the issuance of any financial incentives outlined under the CIP Funding Agreement, the applicant may be required to submit supporting information and materials documenting the completion of the works, including but not limited to:

- a) Original invoices for all costs associated with eligible works.
- b) Proof of payment for all costs claimed for eligible works.
- c) Photographs of the completed project.
- d) Certificated of occupancy or other similar documents.
- e) Required inspection reports; and
- f) Any applicable licenses or other approvals.

Contact Us:

Phone: 519-245-1070 | Fax: 519-245-6353 | www.strathroy-caradoc.ca