



Rooming House PIP Application



PROPERTY IMPROVEMENT PROGRAM (PIP) 2025

West Broadway Community Organization is providing small exterior fix-up grants for residential properties in the West Broadway neighbourhood. The purpose of the Property Improvement Program is to leverage investment in the housing stock on a cost-sharing basis with property owners. These types of housing improvements increase longevity of an aging housing stock, retain historical character of buildings, enhance streetscape beautification, and foster sustainability through energy efficiency measures. As a part of West Broadway Community Organization's neighbourhood revitalization strategy, property improvements of this nature attract further social, economic, and community reinvestment.

Please read the program guidelines carefully.

Rooming House Operator Guidelines

- The Property Improvement Program prioritizes projects that will improve the structural integrity of the property.
- The program will cost share 40/60 on a project, with the rooming house operator contributing at least 40% of the project cost.
- A rooming house may receive a maximum grant up to \$3,500 per building, or up to \$500 per unit, whichever is less.
- If the property is the rooming house operator's primary residence, they will be eligible for the base grant of up to \$1500, plus \$500 for each additional unit, to a maximum of \$3500.
- Rooming house applications must include a copy of a current valid rooming house license issued by the City of Winnipeg.
- Applications must include two estimates from contractors or from building material retailers.

Program Guidelines

- Applicants must receive approval from WBCO before starting the project. Projects may only begin after an initial inspection is conducted by WBCO.
- Projects must be completed by March 1st, 2026. WBCO reserves the right to reallocate any funds for projects that are not on track to meet this completion date or where proponents fail to provide an updated timeline.
- Grants are paid on a reimbursement basis once the project is complete, proof of payment has been submitted, and WBCO has verified completion with a final inspection.
- When an applicant chooses a different contractor from those submitted with the application, the applicant must provide WBCO with a rationale and any change of scope or cost.
- The project must adhere to City of Winnipeg's building codes and standards. Please consult with the City of Winnipeg for information on building codes, standards, and permits.
- Self-contracted (DIY) projects may not claim labour as a project cost. This includes hiring family members who are not contractors.
- The program does not cover the cost of using existing raw building materials or renting or purchasing equipment.



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- Properties that have received a PIP grant in the previous three years (2022-2024) will not be considered in the first intake period, but may be waitlisted.
- Interior projects must demonstrate that permits were obtained to be eligible for reimbursement.

Eligible Projects

The following exterior projects will be eligible for funding:

- Roof, soffits, fascia, eavestroughs
- Exterior doors and windows
- Porch, veranda, and steps
- Exterior painting and siding
- Sidewalks
- Landscaping
- Accessibility adaptations such as ramps and handrails
- Fences
- Security lighting installation
- Masonry

- Demolition and removal of derelict outbuildings

The following interior projects will be eligible for funding:

- Critical repairs or improvements required to bring a property to code
- Plumbing
- Electrical
- Mold remediation
- Accessibility adaptations
- Structural and foundation repairs

The following projects will not be eligible for funding:

- Interior improvements that are aesthetic and otherwise do not meet the eligible criteria above.
- Exterior landscaping that does not contribute to structural integrity of the property.
- Construction or improvements to garages or outbuildings.
- Parking pads and driveways.

Project Selection and Reimbursement Processes

- A first intake window will close June 13th, 2025. Following this date, WBCO will review all applications and prioritize grants according to their impact on the structural integrity of the property. Properties with lower rents or that are owned by non-profits will be prioritized in the selection process.
- WBCO will award grants and contact all applicants in the third week of June. WBCO will arrange a site visit for a first inspection. Projects may only begin following the first inspection.
- WBCO will conduct a final site visit at the completion of the project as a part of the final approval process.
- The applicant must submit paid invoices and/or receipts to WBCO that indicate the work has been paid for in full.
- Once WBCO has received proof of payment and the final inspection is complete, a cheque will be sent to the recipient for the full granted amount.
- Pending any remaining funds, a second application window will be open until July 11th, 2025. Any remaining or reallocated funds will be circulated to eligible waitlisted proponents on a first-come, first-served basis.
- WBCO reserves the right to refuse and reallocate a PIP grant based on false claims by the applicant.



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PROPERTY IMPROVEMENT PROGRAM (PIP) 2025 ROOMING HOUSE OPERATORS APPLICATION FORM

Date: _____ Rooming house operator name: _____

Rooming house address: _____ Mailing Address: _____

Telephone Number: _____ Email: _____

How many units are in the rooming house? ____ What are the rents? _____

City of Winnipeg Rooming House License issue date: _____ (Attach a copy)

Is this rooming house property your principal residence? _____

CHECK OFF ONE OR MORE OF THE FOLLOWING IMPROVEMENT ITEMS

- | | |
|---|--|
| <input type="checkbox"/> ROOFING, SOFFITS, FASCIA, EAVES | <input type="checkbox"/> DEMOLITION AND REMOVAL OF DERELICT OUTBUILDINGS |
| <input type="checkbox"/> EXTERIOR DOORS, WINDOWS | <input type="checkbox"/> CRITICAL REPAIRS TO BRING UP TO CODE: (explain below) |
| <input type="checkbox"/> PORCH, VERANDA, STEPS | _____ |
| <input type="checkbox"/> PAINTING, SIDING | |
| <input type="checkbox"/> SIDEWALK | |
| <input type="checkbox"/> LANDSCAPING | <input type="checkbox"/> PLUMBING |
| <input type="checkbox"/> RAMP AND/OR HANDRAILS | <input type="checkbox"/> ELECTRICAL |
| <input type="checkbox"/> FENCING | <input type="checkbox"/> MOLD REMEDIATION |
| <input type="checkbox"/> SECURITY LIGHTING (installed by an Electrical contractor only) | <input type="checkbox"/> INTERIOR ACCESSIBILITY ADAPTATIONS |
| <input type="checkbox"/> MASONRY/FOUNDATION | <input type="checkbox"/> OTHER: (explain below) |

Please read and sign as the legal property owner:

Legal Property Owner Name (please print)

Legal Property Owner Name (signature)

Please return completed application form and quotes to housing@westbroadway.mb.ca or to our office at 748 Broadway.