

# Welcome to the Green Ontario Fund Online Orientation - For Heritage Window Restorations

Before you begin please plan on 15 minutes of undisturbed time to complete the Orientation.

Use the Next and Back buttons to navigate through the screens. On question screens, you will need to select the correct answer to advance forward.

**DRAFT**



An agency of the Government of Ontario

# What Heritage Window Restoration Rebates are available through the GreenON Rebates Program?

# Key Terminology

Term	Description
Qualified Heritage Home	Homes on properties designated or otherwise protected under the Ontario Heritage Act. Protected properties under the Ontario Heritage Act include: (1) individual designation; (2) located in a Heritage Conservation District; (3) listed on a municipal Heritage Register; or (4) protected by a heritage conservation easement held by the municipality or the Ontario Heritage Trust.
Restoration	Bring original window into good working order to improve overall performance. Replica windows are not included.
Small Window	Window less than 15 square feet
Large Window	Window greater than or equal to 15 square feet

# Rebate Details: Heritage Window Restorations

Eligible Measure- Heritage Window Restoration	Participant Rebate	
Weatherproofing	\$50/Small Window	\$75/Large Window
Sash or Casement Restoration	\$200/Small Window	\$300/Large Window
Window Assembly Restoration	\$750/Small Window	\$1500/Large Window
Storm Window Restoration	\$200/Small Window	\$300/Large Window
Storm Window Installation	\$250/Small Window	\$400/Large Window

# Rebate Details: Heritage Window Restorations

## Eligible Measure- Heritage Window Restoration

- Eligible Measures must be installed in a Qualified Heritage Home
- Maximum Participant Rebate is \$7500 for all Heritage Window Restoration Eligible Measures installed at a single home
- Maximum Participant Rebate is intended to cover 70% of total invoice cost
- Cannot apply for a Sash or Casement Restoration Participant Incentive in combination with a Window Assembly Restoration Participant Incentive for the same window
- Storm Window Restoration or Storm Window Installation rebates are only available for windows in good working order where Weatherproofing has been completed, where needed.
- Homeowners must speak to their municipality and obtain a Heritage Permit Application (where required) and/or understand any other requirements (e.g. easement agreements)

**What are the details to determine if a Windows installation is eligible for a rebate?**

# Eligible Heritage Window Restorations

Heritage Window Restoration	Description
Weatherproofing	Provide new sealant at and along the perimeter of the window frame and trim and install new weather stripping
Sash or Casement Restoration	Bring the moving window elements into good working order
Window Assembly Restoration	Restore the full window unit, including the frame as well as the sash or casements
Storm Window Restoration	Bring the original exterior storm window into good working order
Storm Window Installation	Provide a new replacement storm window

# Additional Installation Specifications

All Participating Contractors must review and follow the additional material and specification documents available on the Contractor Resource Site and/or [www.greenon.ca/contractor-signup](http://www.greenon.ca/contractor-signup):

- GreenON Rebates Heritage Window Restoration Technical Guideline
- Appendix 10: Heritage Wood Window Restoration
- Appendix 11: Heritage Glazing
- Appendix 12: Heritage Painting
- Appendix 7: Joint Sealants



**Project documentation details:** What details do you as a contractor need to collect from each installation to complete your application?

# Project Documentation: General Customer Information

- **Photos of all window projects**
  - One photo documenting the longest measurement of the window to demonstrate proof of window size (small or large)
  - One photo documenting the deficiencies of each of the original window and/or storm
  - One photo documenting the restoration and/or storm installed
- Invoice
  - Invoice documenting the number of windows and/or storms restored and/or number of new storms for each project
- **General home info such as:**
  - Customer Name (First and Last)
  - Customer Installation Address
  - Customer Billing Address (for provision of incentive cheque, if different from installation address)
  - Customer Electric Utility Provider and Account Number
  - Customer Gas Utility Provider and Account Number
  - Does the home have a Central Air Conditioning System (CAC) -Y/N
  - Approximate square footage of the house
  - Approximate age of the house
  - Existing heating energy source (electricity/natural gas/propane/other)
  - Type of heating system (i.e. baseboards, forced air furnace, air source heat pump, ground source heat pump etc.)
  - Age of existing heating source
  - Type of cooling
  - Qualified Heritage Home- Y/N

# Project documentation: Heritage Window Restoration

- Installer (included in contractor registration)
- Property Address
- Proof of Heritage Building status (designation, listing and/or easement)
- Quantity of windows to be restored
- Description of existing windows (type /material/size/approximate age)
- Description of issues identified with existing windows
- Description of restoration work completed and quantity of windows:
  - Weatherproofing
  - Window Sash or Casement Restoration
  - Window Assembly Restoration
  - Storm Windows
- For off-the-shelf storm windows, provide:
  - U-value of storm windows (if available)
- Confirmation from the GreenON Contractor and homeowner that each window is in good working order after work is completed.
- Upload:
  - Customer's Proof of purchase
  - Photo documenting window measurement
  - Before and after picture of installation of each window

# Technical Requirements for Installers of Heritage Window Restoration Measures

- 1) Active Professional Canadian Association of Heritage Professional (CAHP) membership;  
*OR*
- 2) Evidence of:
  - completion of a college, university, or trade school course specializing in heritage restoration or window restoration in the past three years; and
  - the completion of twelve months of apprentice experience on at least two projects. The experience must include supervision by a CAHP member or an installer with at least five years of experience; and
  - Written confirmation from supervisor of the apprentice experience described above.*OR*
- 3) Documentation of three projects over the past five years including customer's address, telephone number, and copy of customer's proof of purchase

# In summary, heritage window restorations measures are eligible for a rebate when...

- Heritage Window Restoration must take place in an existing detached, semi-detached, or row town home in Ontario
- Home must meet the Qualified Heritage Home definition
- Heritage Window Restoration measures must meet the program requirements
- Installation is completed by a Participating Contractor of the GreenON Rebates Program
- All required project documentation is included in the application
- Homeowners need to work with their municipality to coordinate with any heritage grant applications at the same address.

# If you or your installers have questions

GreenON Contractor Support  
1-844-318-1773 (or 905-361-0164)  
Available Mon to Fri, 9am-5pm  
[greenonrebates@hrai.ca](mailto:greenonrebates@hrai.ca)  
[greenoncontractorresources.ca](http://greenoncontractorresources.ca)  
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