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# Investment Ready

## Ontario's Certified Site Program

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Ministry of Economic Development,  
Trade and Employment / Ministry of  
Research and Innovation

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**ONTARIO**  
CANADA





## Background

# Background



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- Site Certification has become an **industry standard** in investment attraction in North America.
  - At least 20 US states have some type of site certification or shovel ready program.
- Certified sites can **reduce uncertainties** for investors:
  - Cost of Land
  - Development Costs
  - Approval Processes
  - Time to Market
- Certified sites can lead to **faster site selection decisions** and investment transactions.



# Background



- Ontario is the **first jurisdiction in Canada** to develop a province-wide Certified Site Program for industrial sites.
  - The Program design and criteria were developed by Deloitte Consulting, a recognized leader in site selection.
- The Certified Site Program will **generate an inventory of pre-qualified industrial sites** ready for international promotion to site selectors and investors.
- To date, Ontario's Certified Site Program has been **announced and publicized**:
  - Introduced in the Ontario 2013 Budget (p.26).
  - Announced by the Premier at the Association of Municipalities in Ontario (AMO) conference in August 2013.
  - Media coverage in national and local newspapers.

News Release

Helping Communities Attract Investment and Create Jobs

Ontario moving forward with Investment Ready Program

August 19, 2013 11:30 a.m. | Office of the Premier

*2013 Ontario Budget*

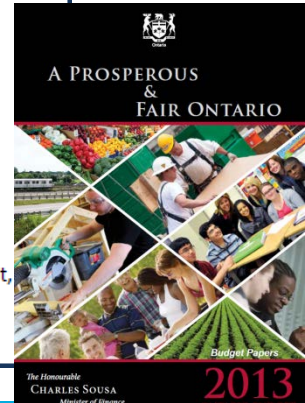
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**Cutting Red Tape: Ontario's Investment-Ready Program**

Ontario will launch a certification program that pre-qualifies potential investment sites as development ready to make them more attractive to foreign direct investment and domestic expansion projects. A pre-qualified site will meet province-wide requirements regarding utilities servicing, transportation and access, and related due diligence. This information will be readily available for investment decision makers.

Ontario will become the first in Canada to have a province-wide site certification program.

The program will not only position communities to attract jobs and investment, it will also help to streamline the regulatory and administrative requirements placed on businesses.





## Program Highlights



- Eligible property owners are entitled to receive a **grant reimbursement of 50% of costs, up to \$25,000**, for eligible expenses that support the certification process.
  - Property owners are required to sign a funding agreement before proceeding with the certification process.
  - Reimbursement is contingent on achieving certification.
  - Reimbursement will be processed within 60 days of achieving certification, provided all invoices/paperwork is in order.
  - Reimbursement is limited to two (2) sites per applicant per year.
- Property owners can still participate in Ontario's Certified Site Program and **achieve certification without receiving reimbursement**.
  - Property owners must meet all documentation and reporting requirements and cover all expenses.
  - If the program is oversubscribed, eligible applicants may still be invited to certify eligible properties.
  - If a community wishes to certify more than 2 properties per year, additional sites can be certified without receiving reimbursement.





- Applicants will have access to **marketing tools** to help promote their Certified Site to investors:
  - The Province is in the process of designing a **Certified Site seal** to easily identify properties that have undergone the certification process.
  - The seal will be available to applicants in electronic formats compatible for both online advertising and large roadside signs.
- The **Province will promote Certified Sites** through an international marketing campaign that will include the following activities:
  - Development of **sales marketing materials** (ie. **Sell Sheet** that highlights the property offerings);
    - Sales materials will be shared with Investment colleagues at partner Ministries.
  - Promotion on the **InvestinOntario.com** website that targets international investors;
  - International **e-marketing campaign** to site selectors and investors;
  - International **media campaign** including editorials in key publications (site selection and area development magazines);
  - Promotion via social media channels;
  - Profile of certified sites at **international events and trade shows**; and
  - Dedicated Ministry contacts for information requests and follow up.
    - Interested parties can be provided the Application to Certify and supporting documentation at their request.

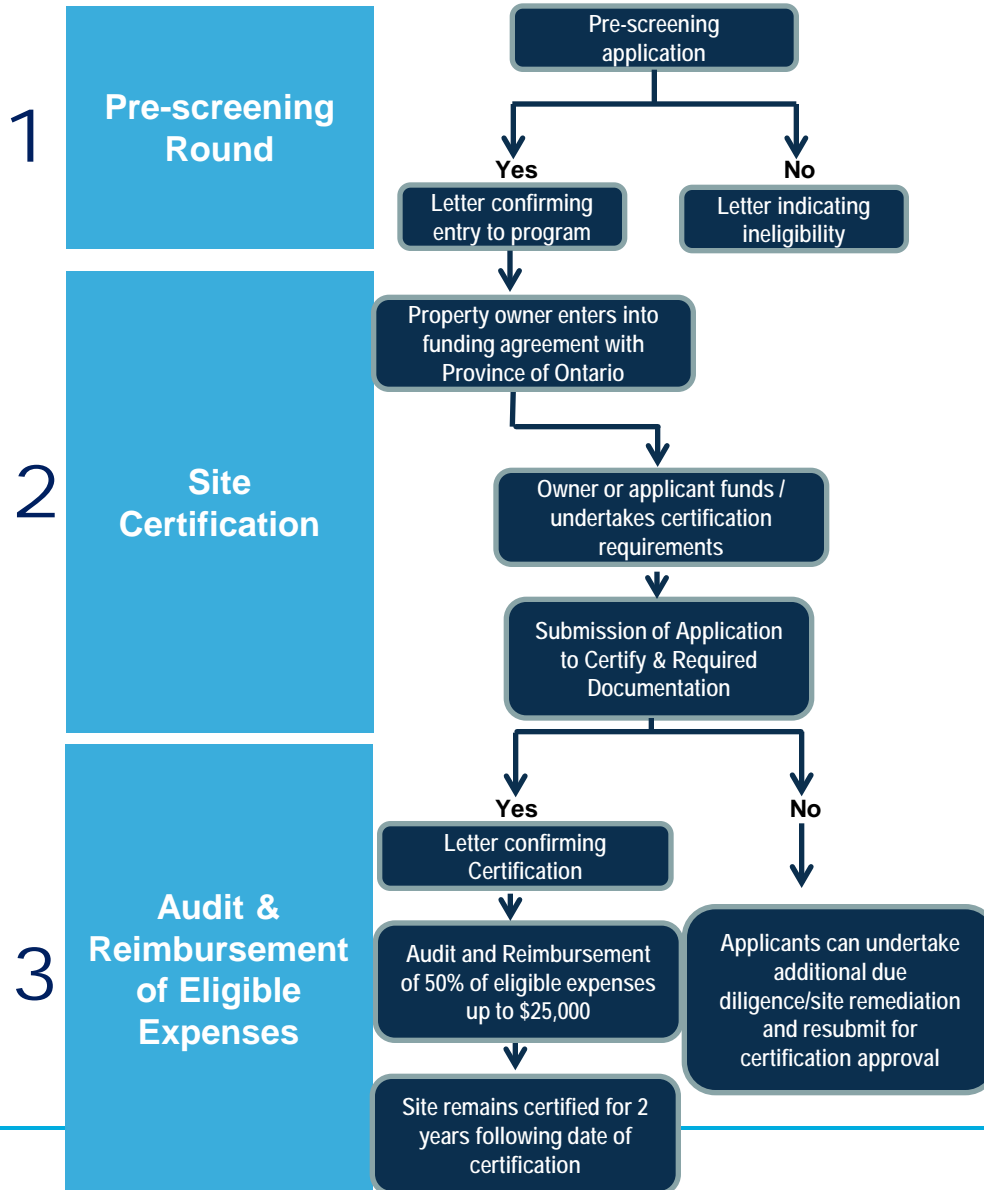
# Minimum Eligibility Requirements



<b>Site Ownership</b>	The program is open to <b>publicly and privately owned land</b> . Property owners must be willing to enter into a funding agreement with the Province to receive reimbursement through the grant program.
<b>Applicant Eligibility</b>	Applications must be <b>submitted jointly by either municipalities or Economic Development Organizations (EDOs) and the owner(s) of the site</b> . Applicants are limited to submitting 2 sites for certification reimbursement per year.
<b>Commitment to Make the Property available for Sale/Lease</b>	The property owner(s) must agree to make the <b>property available for sale or lease for a period of two (2) years</b> following the date of certification.
<b>Minimum Property Size</b>	The property must consist of <b>at least four (4) hectares (ten (10) acres) of contiguous developable area</b> . If the site is an assemblage of multiple properties, one property must consist of at least four (4) hectares (ten (10) acres) of contiguous developable area.
<b>Existing Public Road Access</b>	The property must have <b>existing road access</b> from a public right-of-way or have plans to extend road access within six (6) months.
<b>Official Plan and Zoning</b>	The property must be located within an <b>urban or rural area designated for development</b> in an in-effect municipal Official Plan, and must be designated and <b>zoned to permit a range of industrial uses</b> .
<b>Servicing and Utilities</b>	The property must either be <b>serviced</b> by existing water and wastewater systems, natural gas (for sites in municipalities with existing natural gas service), utilities and telecommunications or, alternatively, <b>can be serviced within a six (6) month period</b> at a cost that can be reasonably estimated.
<b>Major Development Constraints</b>	The property must be <b>free of development constraints</b> that could reasonably impact the developable area or range of industrial or other employment uses on the property. Potential constraints include restrictions on title, identified flood zones and the presence of significant natural environmental features.



# 3-Stage Certification Process



The Ministry will endeavour to confirm site eligibility within 45 days following the closing of the Pre-screening round.

The Application to Certify and supporting documentation must be submitted within one (1) year, unless an extension has been granted by the Ministry.

Reimbursement is contingent on achieving Certification. If a site is not successfully certified, the Ministry may grant an extension to the applicant(s) for the completion of additional due diligence/site remediation.

# Certification Requirements



- After acceptance into the program following a review of the pre-screening application, applicants will have a maximum of 1 year to submit the completed Application to Certify form and the following documentation.

Criteria	Description	Documentation Required
<b>Truthful representation</b>	<ul style="list-style-type: none"> <li>• Signed letter from the applicant(s) confirming that all materials are understood to be truthful and that there are no other known encumbrances affecting the property beyond those identified in the certification materials.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Signed form letter</b> from applicant and owner (if different from applicant).</li> </ul>
<b>Property identification</b>	<ul style="list-style-type: none"> <li>• Maps providing clear identification of property features, boundary and surrounding uses.</li> <li>• Context map illustrating location relative to regional transportation network, including rail, airports and ports.</li> <li>• Identification of closest sensitive land uses (residential or institutional) to the site as defined in Guideline D-6 Compatibility Between Industrial Facilities and Sensitive Land Uses (Ontario Ministry of the Environment, 1995).</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Digital context map</b> illustrating site location relative to regional transportation network.</li> <li>• <b>Digital topographic map</b> with environmental features for site and vicinity.</li> <li>• <b>Digital orthophotography</b> (20cm, orthorectified photography) for site and vicinity.</li> </ul>
<b>Title</b>	<ul style="list-style-type: none"> <li>• Provide results of a title search showing clear title of the property.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Title Search Opinion prepared by a solicitor and Title Insurance.</b></li> </ul>
<b>Property Characteristics and Surrounding Uses</b>	<ul style="list-style-type: none"> <li>• Provide Plan of Survey and report outlining: legal description, address and property dimensions; location of all existing improvements; type and location of land related encumbrances or interests on property title; and surrounding uses.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Surveyor's Real Property Report</b> prepared by a licenced Ontario Land Surveyor.</li> </ul>
<b>Developable Area</b>	<ul style="list-style-type: none"> <li>• Estimate of the developable area of the site, including supporting base map illustrating the parcel boundaries and developable area of the property after deductions for take-outs including any setback/buffer requirements, including: floodplains, watercourses, woodlots and environmental features, easements, rights-of-way, or other encumbrances.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Topographic map</b> showing environmental features and identifying the developable portion of the property.</li> </ul>

# Certification Requirements



Criteria	Description	Documentation Required
<p><b>Planning</b></p>	<ul style="list-style-type: none"> <li>• Provide details regarding the Official Plan designation/policies and Zoning provisions, including range of permitted uses and setback requirements.</li> <li>• Identify zoning for adjacent properties.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Official Plan and Zoning By-law Excerpts</b>, including relevant schedules and zoning maps illustrating zoning for the subject property and adjacent properties.</li> </ul>
<p><b>Transportation</b></p>	<ul style="list-style-type: none"> <li>• Confirm existing access or plans to extend existing roads to access the site.</li> <li>• Confirm proximity to a major highway interchange.</li> <li>• Identification of property relative to rail lines, airport and port facilities.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Road classification or street maps</b> illustrating existing transportation network, right-of-way widths and nature/timing of any proposed transportation improvements.</li> <li>• <b>Regional map</b> identifying closest rail, intermodal facilities, port and/or airports (where applicable).</li> </ul>
<p><b>Servicing</b></p>	<ul style="list-style-type: none"> <li>• Confirmation from the municipality and utilities providers regarding the presence of existing services or, where the site is not serviced, the timing, funding responsibilities and cost of extending services to the site. Services include the following:               <ul style="list-style-type: none"> <li>○ Water</li> <li>○ Wastewater/sewer</li> <li>○ Electricity</li> <li>○ Natural gas</li> <li>○ Telecommunications</li> </ul> </li> <li>• Letters from the municipality and utilities providers that confirm:               <ul style="list-style-type: none"> <li>○ Presence of existing services;</li> <li>○ Excess capacity of existing services;</li> <li>○ The timing and impact of any planned upgrades; and,</li> <li>○ Where the extension of services is required to service the site, written confirmation that the site can be serviced within 6 months of the date of certification, that the timing is known or under control of the applicant or land owner, as well as an estimate of any cost to the landowner.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Infrastructure/utilities map(s)</b> showing existing infrastructure for utilities and any proposed extensions</li> <li>• <b>Letters from Service Providers.</b></li> </ul>

# Certification Requirements



Criteria	Description	Documentation Required
<b>Environmental Site Assessments</b>	<ul style="list-style-type: none"> <li>Qualified person must make statements and provide certifications about the environmental condition of the property.</li> </ul>	<ul style="list-style-type: none"> <li><b>Phase 1 Environmental Site Assessment</b> and, if necessary, a <b>Phase 2 Environmental Site Assessment</b> conducted by a Qualified Person as defined in Part II of Ontario Regulation 153/04.</li> <li><b>Verification that the Record of Site Condition</b> has been filed to the Environmental Site Registry by the Ministry of the Environment, if applicable.</li> </ul>
<b>Archaeological</b>	<ul style="list-style-type: none"> <li>Completion of all necessary stages of archaeological assessment (1-4). Only where sites are recommended for further assessment will Stage 3 and possibly Stage 4 be required.</li> </ul>	<ul style="list-style-type: none"> <li><b>Stage 1-4 Archaeological Assessment reports</b> (as necessary). Assessments must be conducted by an archaeologist licensed in accordance with Part VI of the Ontario Heritage Act.</li> <li><b>A copy of the letter(s) from the Ministry of Tourism, Culture and Sport to the licensed archaeologist</b> confirming that all necessary archaeological assessment reports have been entered into the Register.</li> </ul>
<b>Species at Risk</b>	<ul style="list-style-type: none"> <li>If a federally or provincially protected species or habitat is suspected to be associated with a site, then the appropriate assessments (with consideration given to timing/seasonality) should be undertaken.</li> </ul>	<ul style="list-style-type: none"> <li><b>Species at Risk Assessment</b> prepared by a qualified environmental professional indicating if and which species at risk are present.</li> <li><b>Letter from the Ministry of Natural Resources</b> confirming that the assessment has been reviewed.</li> </ul>

# Certification Requirements



Criteria	Description	Documentation Required
<p><b>Built Heritage</b></p>	<ul style="list-style-type: none"> <li>• If the property is designated under the Ontario Heritage Act or listed on a municipal heritage register, completion of any required technical heritage studies as part of planning approvals.</li>   <li>• If the property is owned or controlled by the Provincial government, assurance that the applicable provisions of the Standards and Guidelines for Conservation of Provincial Heritage Properties (2010) have been met.</li>   <li>• If the property is a Federal Heritage Property of Federal Significance as per the Standards and Guidelines for Conservation of Historic Places in Canada</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Technical heritage reports</b>, (if requested by the municipality).</li> <li>• <b>Copy of any heritage permits</b> or documents from Council providing consent for alterations.</li> <li>• <b>Cultural Heritage Evaluation Report (CHER)</b>, or other technical heritage report, if one was completed as part of the EA process or a planning process authorized by legislation.</li> <li>• <b>Strategic Conservation Plan</b> if the CHER identifies the property as a provincial heritage property.</li> <li>• <b>Copy of the Letter from the Minister of Tourism, Culture and Sport</b> granting consent for disposition (transfer out of provincial control).</li> <li>• <b>Written confirmation from the Federal Heritage Review Office</b> that the requirements for disposal have been met.</li> </ul>
<p><b>Environmental Assessment, if applicable</b></p>	<ul style="list-style-type: none"> <li>• Confirmation of approvals under applicable environmental assessment processes required to facilitate the proposed undertaking, including sale/lease of the property.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Statement of Completion, Ministry of Environment Minister's or Director's Decision Letter or a Notice of Approval.</b></li> </ul>
<p><b>Documentation Review</b></p>	<ul style="list-style-type: none"> <li>• Confirmation that:                             <ul style="list-style-type: none"> <li>○ All information and documentation required as part of this program are submitted; and</li> <li>○ Studies and documentation meet the requirements of the certification process in so much as they were prepared by the required professionals and that the findings support the certification of the site based on the criteria outlined and the purpose and stated objection of the Program.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Letter</b> from a licenced Engineer, Surveyor or Registered Professional Planner and/or</li> <li>• <b>Letter</b> from a Real Estate Lawyer.</li> </ul>



## Certification Process Step by Step



# Step 1: Review Program Guide



- The Ontario Certified Site Program published a **Certification Instruction and Requirements Guide** that should be read prior to completing an application.
  - The guide helps applicants understand the requirements at each stage of the application process.
- Completed applications along with the supporting documentation requirements must be **submitted in both hard copy and electronic formats** to the Ontario Certified Site Program Office.
  - Additionally, the application forms must be submitted via email to [investmentready@ontario.ca](mailto:investmentready@ontario.ca).
  - Mandatory requirements on all applications are identified with an **asterisk (\*) and bold font**.
  - Information provided on any application **may be used for marketing purposes** upon successful certification.
  - The Program Guide and Application documents will be available online at [www.ontario.ca/certifiedsite](http://www.ontario.ca/certifiedsite).

# Step 2: Pre-screening Application



- Applicants will submit a completed Pre-screening Application form during **scheduled intake rounds** throughout the year.
- Pre-screening applications will be reviewed to **determine eligibility for funding and acceptance** into the Program.
- If due diligence on a property has already been completed, applicants are advised to **submit assessments at the pre-screening stage** to determine if they fulfill the certification requirements.
- The number of eligible sites accepted into the program for reimbursement will depend upon the number of applications received and availability of funding.
- Ontario's Certified Site Program expects to fund approximately 30 sites in 2014-15.

**Ontario**  
Ministry of Economic Development,  
Trade and Employment

**Investment Ready:  
Certified Site Program  
Pre-screening Application**

The pre-screening application is the first step in the site certification program and used to determine eligibility for entry to the program. Please read the Certification Instructions and Requirements before completing this application. For any questions related to the Program or the contents of the application documents, contact us at [investmentready@ontario.ca](mailto:investmentready@ontario.ca) or 1 855 585-0475.

Forward the completed application form and supporting documents related to Section F to the Investment Ready: Certified Site Program office for determination of eligibility and acceptance into the program. Submit one (1) hard copy and one (1) electronic (USB or CD) copy of the package to:

Investment Ready: Certified Site Program  
Ministry of Economic Development, Trade and Employment  
55 Wellesley St. W., 7th Floor  
Toronto ON M7A 2E7

In addition, email one (1) copy of the Pre-screening Application form to [investmentready@ontario.ca](mailto:investmentready@ontario.ca)

**A. Applicant Eligibility**  
The information below is required to complete the application.

**Applicant**

Municipality: \_\_\_\_\_

Municipality: \_\_\_\_\_

Municipality: \_\_\_\_\_

Economic Development Organization: \_\_\_\_\_

Economic Development Organization: \_\_\_\_\_

Economic Development Organization: \_\_\_\_\_

**B. Applicant and Property Owner**  
The information below is required to complete the application, if the applicant is not the property owner.

**Applicant**

Municipality or Economic Development Organization: \_\_\_\_\_

**Address**

Unit Number: \_\_\_\_\_ Street Number: \_\_\_\_\_

City/Town: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

**Contact person**

Property Owner: \_\_\_\_\_

Legal owner of property (if different from applicant): \_\_\_\_\_

**Address**

Unit Number: \_\_\_\_\_ Street Number: \_\_\_\_\_

City/Town: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

**Contact person**

\* If the site is an assemblage of multiple lots (see Section 1.1.1)

**Transportation**

D.8<sup>a</sup> Is there existing road access to the property?  Yes  No

If no, are there plans to extend municipal roads that will provide access?  Yes  No

Are all necessary environmental and other approvals in place for the extension?  Yes  No

D.9 Are there vehicle weight restrictions that would restrict truck access to/from the site?  Yes  No

If yes, please describe these restrictions.

\_\_\_\_\_

D.10<sup>a</sup> Is there an existing King's Highway, Secondary Highway or Tertiary Road located in or adjacent to the community in which the property is located?  Yes  No

What is the closest major highway access? \_\_\_\_\_ Km

What is the distance to the closest complete interchange? \_\_\_\_\_ Km

D.11 How close is the nearest rail line to the property? \_\_\_\_\_ Km

Is the property serviced by an existing rail spur?  Yes  No

Could the property be serviced by rail or a rail spur?  Yes  No

How close is the nearest intermodal facility? \_\_\_\_\_ Km

D.12 How close is the nearest regional airport? \_\_\_\_\_ Km

How close is the nearest international airport? \_\_\_\_\_ Km

D.13 How close is the nearest port facility? \_\_\_\_\_ Km

How close is the nearest deep water port facility? \_\_\_\_\_ Km

D.14 How close is the nearest border crossing? \_\_\_\_\_ Km

How close is the next closest border crossing? \_\_\_\_\_ Km

**Utilities and piped services**

D.16<sup>a</sup> Is the property serviced with a water supply?  Yes  No

If the property is not serviced, then:

a. Can the site be serviced within 6 months of entry to the program?

b. Is the timing of the extension of services known?

c. Can the costs to the property owner be reliably estimated?

What is the excess servicing capacity of existing/proposed services? \_\_\_\_\_

D.16<sup>b</sup> Is the property serviced with existing waste water or sewerage?  Yes  No

If the property is not serviced, then:

a. Can the site be serviced within 6 months of entry to the program?

b. Is the timing of the extension of services known?

c. Can the costs to the property owner be reliably estimated?

What is the excess servicing capacity of existing/proposed services? \_\_\_\_\_

D.17<sup>a</sup> Is there existing electric service on or adjacent to the property?  Yes  No

If the property is not serviced, then:

a. Can the site be serviced within 6 months of entry to the program?

b. Is the timing of the extension of services known?

c. Can the costs to the property owner be reliably estimated?

What is the existing/proposed electric service a 3 phase system? \_\_\_\_\_

**E. Required Documentation**  
The following supporting documentation is required in support of a pre-screening application. Please confirm that material is appended.

Document	Description	Included?
E.1 <sup>a</sup>	Aerial photo	Aerial photo with property boundaries clearly identified. <input type="checkbox"/>
E.2 <sup>a</sup>	Site location/context map	Map showing site context and location relative to roads, highways, rail. <input type="checkbox"/>
E.3 <sup>a</sup>	Tenant, MPAC or Land Registry property search confirming ownership.	Tenant/MPAC property search confirming ownership. <input type="checkbox"/>
E.4 <sup>a</sup>	Existing property survey/Registered Site Plan	Survey/site plan of the property prepared by a licensed Ontario Land Surveyor. <input type="checkbox"/>
E.6 <sup>a</sup>	Tax assessment map	Assessment mapping showing property boundaries, legal name and description, and roll number. <input type="checkbox"/>

**F. Additional Documentation, if available (Not Required)**  
Please identify any existing studies that have been prepared for the property and, where possible, provide a copy of the study.

Document	Author	Date	Included?
F.1	Title Opinion and/or Insurance		<input type="checkbox"/>
F.2	Planning Report		<input type="checkbox"/>
F.3	Phase 1 Environmental Site Assessment		<input type="checkbox"/>
F.4	Phase 2 Environmental Site Assessment		<input type="checkbox"/>
F.5	Archaeological Assessment		<input type="checkbox"/>
F.6	Natural Heritage Assessment / Environmental Investigation		<input type="checkbox"/>
F.7	Species at Risk Assessment		<input type="checkbox"/>
F.8	Functional Servicing Report		<input type="checkbox"/>
F.9	Technical Heritage Studies		<input type="checkbox"/>
F.10	Appraisal		<input type="checkbox"/>
F.11			<input type="checkbox"/>

**Certification**  
I hereby certify that all information in this application is true and correct. I acknowledge and accept that the Province of Ontario is not bound to accept this site into the certification program or, if accepted into the program, to confer certification in the event that any information that may adversely affect the site's eligibility is identified in the course of underwriting studies required to satisfy certification requirements. I will undertake to submit all application materials within twelve (12) months of approval of this pre-screening application, unless an extension is granted by the Ministry.

Applicant signature: \_\_\_\_\_ Date (yyyy/mm/yy): \_\_\_\_\_

Property Owner signature(s) (if different from applicant): \_\_\_\_\_ Date (yyyy/mm/yy): \_\_\_\_\_

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# Step 3: Acceptance & Funding Agreement



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- Within 45 days of the Pre-screening Application deadline, the Ontario Certified Site Program will **notify applicants/property owners of acceptance** into the program and **eligibility for funding**.
- The following information will be issued to successful applicants:
  - Copy of the funding agreement to be signed by the property owner;
  - Verification whether any submitted assessments satisfy relevant certification requirements;
  - Copies of necessary form letters to fulfill certification requirements (A1 and A14 on the Program Guide); and,
  - Contact information of a dedicated staff person who can assist with questions during the certification process.
- Property owners have **30 days to review and return a signed agreement** to the Ontario Certified Site Program Office.

# Step 4: Undergo Certification



- Applicants accepted into the Program through the Pre-screening stage can now proceed forward and complete the certification requirements.
- Applicants have **up to 1 year from the Effective Date** to submit all required documents:
  - Completed Application to Certify form will be used to develop marketing materials and may be sent directly to interested investors for their review.
- Staff from the Ontario Certified Site Program Office **will conduct site visits**.
- Important tips regarding Certification Requirements, as outlined in the Guide:
  - Map products (A2, A5, A7) must be submitted using **high quality resolution to clearly show property features**. (Note: maps will be used in site marketing)
  - Environmental Site Assessments (A9) **cannot be older than 18 months** from the certification date.
  - Species at Risk Review (A11) should be undertaken when **species are present** (Spring/Summer).
  - Some properties may require an Environmental Assessment (A13); for example when municipal services or road access are still required.
  - Documentation Review (A14) is to **provide additional credibility** to the documentation for potential investors and site selectors.

# Step 5: Reimbursement



- The Ontario Certified Site Program will **provide reimbursement within 60 days** of issuing a Certified Site designation and receiving the necessary invoices and documentation.
  - To receive reimbursement, submit Schedule C: Summary of Eligible Costs Table, included in the funding agreement, along with invoices for each eligible cost.

## Eligible Expenses

- ☑ Assessments and documentation prepared by qualified professionals to complete the certification process
- ☑ Costs incurred when obtaining/producing mapping or municipal documents (invoices required)
- ☑ Management of the application process by a third party project manager (maximum of 10% of eligible costs, up to \$5,000).

## Ineligible Expenses

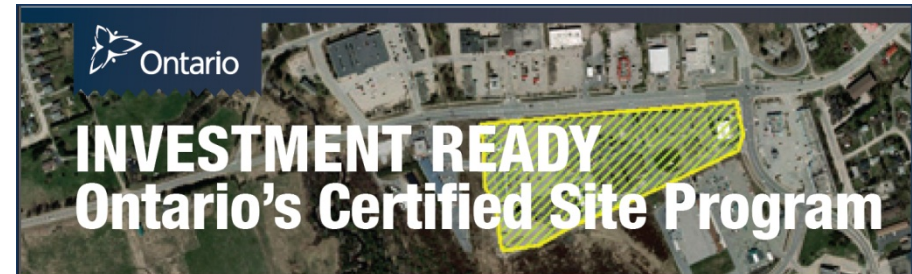
- ☒ Infrastructure or capital costs to meet minimum criteria or certification requirements (i.e. building service roads)
- ☒ Costs incurred prior to the Effective Date, as outlined in the funding agreement.



# Step 6: 2-Year Certification Period



- The Ontario Certified Site Program issues certification for a **duration of 2 years**.
  - Once a site is certified, international marketing and promotion efforts will begin.
  - Applicants will be involved in the development of marketing materials.



- Property owners are required to **provide Semi-Annual Status Update reports**, as per the funding agreement.
  - Staff at the Ontario Certified Site Program will monitor and record site visits and enquiries.
- Certified sites will be **eligible for recertification for an additional 2-year period**.





- **Pre-screening Application Intake – Dates for Round 1**

December 2, 2013	Pre-screening Application Intake Opened
January 31, 2014	Pre-screening Application Deadline
March 17, 2014	Notification of Acceptance into the Program
March 2015	Deadline to complete Certification Process

- Program staff are available to answer questions and provide assistance through the application process.
  - Contact [investmentready@ontario.ca](mailto:investmentready@ontario.ca) or 1 855 585-0475.
- Additional information, including Application Forms and materials, will be available at [www.ontario.ca/certifiedsite](http://www.ontario.ca/certifiedsite).