



Disaster Assistance

Claim number: _____

Form – Registration for Residents

Note: In order to receive Disaster Assistance, you must be registered. Please submit this form within **90-days** of the implementation of the Disaster Assistance Policy for your area.

We understand that, depending on your circumstances as a result of the disaster, you will not have access to some or all of the information that is asked on this form. Please fill it out to the best of your ability now, and a Pathfinder will follow-up with you to complete the form at a later time.

1. Overview

You should fill this form if (all must apply):

1. The Government of the Northwest Territories (GNWT) has announced that the Disaster Assistance Policy has been implemented in your area.
2. You are a resident of the NWT. For the purpose of this application, a resident is defined as a person who is lawfully entitled to be in, or remains in Canada, has lived in the NWT for at least three consecutive months, and is physically present in the NWT at least 153 days during each calendar year.
3. The disaster caused damage to your primary residence and/or belongings.
4. You need financial assistance to help with restoring essential items and property.

If your application is approved, the Department of Municipal and Community Affairs (MACA) will:

- Open a file for your Claim for Disaster Assistance.
- Send a professional to your home to assess the damage to your property and/or belongings **at no cost to you** (detailed damage assessment)
- Give you the detailed damage assessment report with information on what needs to be fixed and cost estimates. The detailed damage assessment is used to support your application for Disaster Assistance, and for an Advance Payment if you require one.



It may take time for a professional to assess your damage, so take pictures of the damages to your property and/or belongings and any repairs you make.



Keep invoices and receipts of repairs you make. Track your labour hours.

This information is required for participation in MACA's Disaster Assistance Program and will be used to provide you with financial assistance. It is being collected under the authority of the Access to Information and Protection of Privacy Act and is protected by the privacy provisions of that same Act. All applicants have the right to examine and request correction of his or her records and to request a review by the Information and Privacy Commissioner. If you have any questions about the collection of your personal information please contact the Corporate Affairs Director, at MACA_ATIPP@gov.nt.ca or call (867) 767-9162 ext. 21036.



2. Applicant Information

I want to apply as a:		Do you live on a First Nation Reserve?	
<input type="checkbox"/> Homeowner		<input type="checkbox"/> Yes	
<input type="checkbox"/> Tenant		<input type="checkbox"/> No	
First Name:		Last Name:	
Telephone:		Other telephone:	
Email address:			
Co-applicant information (if applicable)			
First Name:		Last Name:	
Phone number:			
Email address:			
How many people live at the address of the damaged home?			
Adults (18 and up): _____		Children (0 to 17): _____	
Address of the damaged home			
Address:			
Community:		PO Box:	
City/Town:		Territory: NT	Postal Code:
Mailing address - if different than the damaged home			
Address:			
Community:		PO Box:	
City/Town:		Territory/Province:	Postal Code:



3. Eligibility

Are you a resident of the Northwest Territories?

- Yes
- No

A resident is a person who is lawfully entitled to be in, or remains in Canada, has lived in the NWT for at least three consecutive months, and is physically present in the NWT at least 153 days during each calendar year.

Was your damaged home built in an identified risk-zone (e.g. flood zone)?

- Yes
- No
- Not sure

Structures built in an area after it was identified as a risk-zone (e.g., flood zone) may not be eligible, however, if mitigation measures were put in place or a flood level exceeded the historic high water mark the cost may be eligible.

If yes, please describe the steps taken to mitigate possible damages from disasters.

4. Insurance

You must submit a claim to your insurance company before applying for Disaster Assistance. The assistance program does not provide payments for damaged property or belongings that are covered by insurance.

Do you have insurance?

- Yes
- No

If yes, what will your insurance cover?

- The cost to repair/replace **all** the damaged property/belongings.
- The cost to repair/replace **some** of the damaged property/belongings.
- The cost to repair/replace **none** of the damaged property/belongings.

If no, why not?

- Insurance was not available.
- Insurance was not affordable.
- Did not think insurance was needed.
- Other. Please explain: _____



5. Your claim

Disaster assistance does not cover the cost of all your damaged property, or loss that was preventable, insurable or covered by any other type of assistance. Assistance will not be provided for the first \$1,000 of eligible expenses unless your household qualifies as low-income, and it will not be provided for any costs that could be funded by another program.

Do you think the value of damage or loss to your property and/or belongings is more than \$1,000?

- Yes
- No

If your application is approved, what costs do you need help with? **Select all that apply to you.**

- Displacement allowance for living expenses while I couldn't go home.
- Measures to prevent future damage.
- Cleaning-up.
- Contents of your home (e.g., furniture, appliances, clothing, etc.).
- Repairs to your driveway, lawn, fence, landscaping, or the exterior of your property.
- Repairs to your home.
- Mitigation enhancements to protect your property from future disasters.
- Other. Please explain: _____

Please select one option:

- I would like the **GNWT** to coordinate emergency abatement work (**no cost to you**).
- I will coordinate emergency abatement **myself**. (Make sure to put expenses on the claim for assistance.)

Assistance for past disasters

Have you received disaster assistance from the GNWT for damage to your current home in the past?

- Yes
- No – **Skip to Section 6.**

If yes, what disaster was it for and what year did you receive assistance?

Name of the disaster:	Year (yyyy):
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After receiving disaster assistance, to what extent was the property modified to prevent damage from other disasters? **Select all that apply:**

- Moving your home to an area less at risk of being flooded.
- Elevating your home.
- Moving your furnace, hot water heater and electrical box above flood level.
- Replacing your furnace with baseboard heaters.
- Installing weeping tiles and sump pumps on either the interior or exterior of your home.
- Changing your heating system from fuel to another heat source to eliminate fuel tanks.
- Securing your propane tanks used for heating your home.
- Using water-resistant building materials instead of drywall or water-resistance insulation.
- Making structural changes to your home to increase flood-proofing.
- Adding protection for earthquakes (e.g., installing foundation bolts, cripple wall bracing and shear walls).
- Disconnecting downspouts and foundation drains from sewers.
- Making your home more resistant to wind and ice damage.
- Installing protective plumbing (e.g., backflow prevention valves).
- No modification were made.
- Other. Please explain:



6. Documents to provide

Please provide documents to show you are eligible for disaster assistance. Provide all required documents within 60 days of submitting this form or contact your Pathfinder if you need more time.

Documents checklist

✓	Document	Examples	This applies to
	Proof of insurance coverage.	<ul style="list-style-type: none">• A letter or email from your insurance explaining what they will pay to repair/replace your damaged property.	Tenants and homeowners
	Proof of your damaged home address	<p>One of the following:</p> <ul style="list-style-type: none">• A utility bill (e.g., cable, water, gas, oil or power – Cell phone bills are not a recognized document).• Revenue Canada form (NWT Income Tax Return).• Other documents issued by Government (including but not limited to, Child Tax Benefit statement, Employment Insurance Benefit statement, Canada Pension Plan statement – Driver's Licences and Government Ids are excluded from this list).• Statements issued by a bank, Trust Company or Credit Union (RRSP) – Void cheques and stamped bank slips with account information are not recognized documents.• Insurance Policies (home, auto).• A Statutory Declaration.	Tenants and homeowners



✓	Document	Examples	This applies to
	Proof of ownership of your home and authorization to occupy the land.	One of the following: <ul style="list-style-type: none"> • Signed mortgage. • Property tax bill. • Certificate of title. • Land title or lease or letter from the Department of Lands. • Band Council Resolution. 	Homeowners
	Proof of authorization to occupy your rented home.	One of the following: <ul style="list-style-type: none"> • Rental agreement or lease. • Letter from your landlord. 	Tenants
	Proof of your annual income.	<ul style="list-style-type: none"> • Most recent income tax return for the applicant and co-applicant, if applicable. 	Low-income tenants and homeowners

7. Low-income applicants

A household qualifies as low-income if the combined annual income of everyone in the household is equal to or lower than the amount shown in the most recent [Northern Market Basket Measure Thresholds by Family Size](#) from the NWT Bureau of Statistics.

The requirement to have a minimum level of damage of \$1,000 before assistance will be provided will be waived for qualifying households.

Do you want to apply as a low-income applicant?

Yes

No – **Go to section 8**

If yes, what is the total annual income for yourself (combined with co-applicant, if applicable) after taxes are removed (net income)? \$ _____



8. Declaration

- I declare that:
 - ✓ The statements made in this application are, to the best of my knowledge, information, and belief, true, and
 - ✓ I am not asking for assistance for damaged property paid for by another source of funding.
- I agree to:
 - ✓ Provide MACA with all the information and documents requested for this claim, no later than 30 days after a written request was sent to me,
 - ✓ Let MACA know if there are any changes to my situation that may change my eligibility or my amount of assistance, and
 - ✓ Repay to the GNWT any payments that I was not eligible to receive.
- I authorize the GNWT to:
 - ✓ Send an appraiser to my home to assess my damaged property **at no cost to me** and I agree to provide access to my property to the appraiser,
 - ✓ At my request, send a professional to my home to look after emergency work that may be needed (e.g., mold abatement, rip out wet drywall, etc.) and cleanup to prevent further damage **at no cost to me** and I agree to provide access to my property to the professional,
 - ✓ Share my information with other departments, governments and organizations that are providing assistance for this disaster, and
 - ✓ Use all information to assess my claim and the application of the Disaster Assistance Policy to my disaster area.
- My consent is valid for five years from the date I signed this form, or in the case that I submitted the form electronically with no signature, from the date I submitted the form.

Signature of Applicant

Date

Please submit this form to the Department of Municipal and Community Affairs at:

flood@gov.nt.ca

If you do not have access to the internet or an email, please contact your Pathfinder to assist you.

You can reach your Pathfinder at (867) 767-9161 ext 21031.

Pour le service en français, composez le 1-888-561-1664.