

Area # _____
ID # _____

**City of Toledo**  
**Basement Flooding Grant Program**  
**APPLICATION**

Date \_\_\_\_\_  
Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_ ZIP \_\_\_\_\_  
Address that Floods: \_\_\_\_\_ ZIP \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_

Describe how your basement floods. Include dates, depth of water in the basement, and description of how it flooded: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe past efforts to locate the source of the problem. If possible, attach receipts of sewer cleanings, sewer cleaner camera inspections, etc. If you have previously worked with the City of Toledo or a contractor to locate the source of the flooding please summarize the findings here: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe past efforts to deal with the problem. Examples include using a sump pump, making changes in order to isolate or plug the basement sewer drain, moving appliances up on a platform: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you use a sump pump, is it portable or mounted-in-place? \_\_\_\_\_  
Sump pump discharges to: \_\_\_\_\_

**You may perform the work yourself or solicit at least two quotes and propose to hire a licensed contractor. Attach quotes to this application. If performing the work yourself, attach an additional sheet listing the items and costs.**

Describe the work you propose to protect against backups: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contractor that you propose to use: \_\_\_\_\_  
Did they provide the lowest quote? \_\_\_\_\_  
If you are proposing a check valve, how do you plan to maintain it? Examples include maintaining it yourself, periodically hiring a professional, or a friend / family member will maintain it: \_\_\_\_\_  
Are you satisfied with the proposal and ready to use this contractor upon approval? List questions or concerns here: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please describe the types of sewer/plumbing facilities in your basement, such as the number of floor drains, toilets, sinks, etc. \_\_\_\_\_  
\_\_\_\_\_

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Are there living spaces in the basement? \_\_\_\_\_  
(Optional) Approximate depth below ground of the basement floor: \_\_\_\_\_

Questions regarding inflow to the sewer system

Do any of your gutter downspouts enter a pipe and go into the ground? \_\_\_\_\_

Do you have a driveway drain? \_\_\_\_\_

If yes to either, do you know where they drain to? Examples: street curb, another place in your yard, storm sewer, sanitary sewer, unknown. \_\_\_\_\_

Does your proposal disconnect your footer tile drains from the sanitary floor drain? \_\_\_\_\_

**GRANT REQUEST: \$ \_\_\_\_\_**

Grant Amount: 100% of costs to \$1,000 + 50% of costs over \$1,000, up to \$1,500 total. If property taxes are homestead exempt, or you receive HEAP/PIPP energy assistance, figure 100% of total cost, maximum \$2,000 and submit verification with this application.

I, the undersigned, hereby apply for the foregoing grant from the City under the Program and in consideration of same, understand, agree and covenant the following. This Program is a funding program only that is subject to change without notice, and submittal of an application does not guarantee I will qualify for or obtain Program benefits. I am the owner of the above listed residential property with a basement, which is located within the corporate limits of the City. I have the authority to bind all co-owners of the above listed property. The selection of vendors, equipment and improvements are solely at the property owner's discretion, and the City expressly disclaims any liability for those chosen by the property owner. Receipt of any funds from this Program is expressly conditioned upon me, on behalf of myself and other co-owners and occupants of the above listed property, releasing, indemnifying and holding the City of Toledo and its employees, agents, elected officials and representatives harmless from any liability in connection with my participation in the Program, including, without limitation, for work performed by my vendors, my selection of equipment and improvements and the success or failure of said equipment and improvements.

I hereby agree to the foregoing statements and certify that the statements by the undersigned on this application are true and accurate to the best of my knowledge.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**Mail or Fax (419-936-2850) your completed form to:**  
Basement Flooding Grant Program  
Engineering Services Division  
City of Toledo 600 Jefferson, Suite 300  
Toledo, OH 43604

Questions?  
Consult with your contractor on technical issues. Review the program literature. If your question remains, leave a message with:  
Andy Stepnick at: (419)245-1338  
OR by email: [andy.stepnick@toledo.oh.gov](mailto:andy.stepnick@toledo.oh.gov)

**NOTE: APPLICATION SHOULD BE SUBMITTED PRIOR TO PERFORMING WORK BUT IN NO CASE MORE THAN 60 DAYS AFTER COMPLETING THE WORK.**

**----- FOR DEPT. OF PUBLIC UTILITIES USE -----**

- (Y/N) SITE VISIT NEEDED? DATE: \_\_\_\_\_ CITY REP: \_\_\_\_\_
- (Y/N) REQUIRES PRIVATE INFLOW DISCONNECTION PRIOR TO APPROVAL
- (Y/N) EVIDENCE OF SANITARY BACKUP FROM MAIN SEWER
- (Y/N) AT LEAST TWO QUOTES OF ELIGIBLE WORK
- (Y/N) APPLICATION COMPLETE
- (Y/N) APPLICATION APPROVED - COMMENTS: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_