



# Navigating the Canada Greener Homes Loan Process





Your step-by-step guide from start to finish







# So you're taking the first steps to upgrade your home. Awesome!

Navigating the application process for the Canada Greener Homes Loan can feel overwhelming, but this instructional guide is here to help. This federal initiative offers homeowners a fantastic opportunity to improve their home's energy efficiency while enjoying significant financial support. Whether you're looking to upgrade your insulation, install a heat pump, or invest in renewable energy solutions, the Canada Greener Homes Loan is designed to make your home more comfortable and environmentally friendly.

In this guide, we'll walk you through each step of the application process, from understanding eligibility requirements to submitting your final paperwork. We'll provide practical tips and detailed instructions to ensure your application is as smooth and successful as possible. By the end of this guide, you'll be well-equipped to take full advantage of the Canada Greener Homes loan and make impactful improvements to your home.





# Step 1 - Obtain estimates from a reliable contractor



You will require at least one estimate from a licensed contractor on hand during the loan application.



#### Step 2 - Schedule a preretrofit evaluation



To qualify for the Canada Greener Homes Loan, a preretrofit evaluation must be conducted by a registered energy advisor. Your energy advisor will submit the preretrofit reports on your behalf. You cannot complete your Canada Greener Homes Loan application until Greener Homes has notified you that they have processed your pre-retrofit reports.

**BOOK NOW** 



# Step 03 Compile all documents



- current address
- if your ID does not have your current address, then you will need a utility bill with your name and address on it

#### PROPERTY TAX BILL

property tax
 assessment with name,
 address and roll
 number

#### PROOF OF INCOME

• Two of the following documents are required: Most recent paystubs dated within 60 days, letter of employment, bank statements showing direct deposit for most recent two-month pay period, most recent T4 or Notice of Assessment





## Step 4 - Wait for confirmation



You will receive an automated email from the Canada Greener Homes Loan team notifying you that your reports have been successfully submitted and processed. This process generally takes 10 business days. You cannot complete your Canada Greener Homes Loan application before you have received this confirmation.





### Step 05



- include all planned home upgrades in the application
- to be eligible for the Canada
   Greener Homes loan, it is important to not start any of the proposed retrofits prior to loan approval
- upgrades must be included in the Renovation
   Upgrade Report provided by your
   Registered Energy
   Advisor in order to be included in the loan application

**APPLY HERE** 







## Step 6 - Complete your home upgrades





Notify your contractor that your Canada Greener Homes Loan application has been approved, and you are ready to complete the upgrades on your home.



# Step 7 - Schedule a post-retrofit evaluation



Once your home upgrades have been completed and you have received a detailed invoice from your contractor you can contact your Registered Energy Advisor to book your post-retrofit evaluation. Your post-retrofit evaluation must be submitted and processed by the Canada Greener Homes Loan team before proceeding to the next steps.

**BOOK NOW** 



# Step 8 - Wait for confirmation (again)



Similar to the process in Step 4, you will receive an automated email from the Canada Greener Homes Loan team notifying you that your reports have been successfully submitted and processed. This process generally takes 10 business days. You cannot proceed to submit your contractor receipts before you have received this confirmation.



Step 09

Submit receipts







- once you have been notified that your post-retrofit reports have been successfully submitted and processed, you must now upload your contractor invoices as well as the receipts for your pre and postretrofit assessments
- Greener homes will then process the submitted documents

UPLOAD RECEIPTS





## Step 10 - Provide payment information



After processing your invoices and receipts, the Canada Greener Homes Loan team will notify you that you can now request payment. To request payment, provide them with a void cheque for your preferred bank account in which you'd like it to be deposited.





#### Congratulations! You're all done.







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