

Documentation for DFA Farm Claims

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Manitoba Emergency Measures Organization
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What is Disaster Financial Assistance?

- The Disaster Financial Assistance program helps Manitobans recover by providing financial assistance for uninsurable losses to basic and essential property.
- The 2022 spring flood DFA program closed to applications on Sep. 23, 2022.

What records do I need?

- In order to process your claim, you may need to provide:
 - Property tax bill (current)
 - Insurance declaration form
 - Financial Assistance Application (FAA)
 - Income tax return (most recent)
 - Articles of incorporation
 - Partnership agreement
 - Payroll records (verification of work force size)
 - Owner's authorization (required for rented land)

Why does EMO require these documents?

- Manitoba Government cost shares DFA programs with Government of Canada
 - Need to demonstrate applicants meet eligibility requirements
 - Need to ensure that costs were event-related
 - Need to demonstrate that losses were uninsurable

Mandatory Documents

- Property tax bill (current)
 - Demonstrates ownership of the property
 - Needed for the property where damage occurred
 - Ex. If damage was only on home quarter, then property tax bill for that quarter only is required
 - If damages occurred on other quarters and those appear on different property tax bills, they must be provided as well.

Mandatory Documents

- Insurance Declaration Form
 - DFA only provides assistance when losses are uninsurable.
 - The Insurance Declaration Form shows whether or not the claimants losses are insurable.
 - The Insurance Declaration Form must be filled out by the claimants insurance broker.
 - The insurance broker must sign the form and provide contact information in case Manitoba EMO has questions about the information provided.
 - The claimant must also sign the form.

Mandatory Documents

- Financial Assistance Application
 - Outlines terms and conditions for the provision of financial assistance to applicants.
 - Ex. The claimant will permit an inspection, personal information shall be kept confidential, etc.
 - The names on the Financial Assistance Application must match those on the property tax bill.
 - The Financial Assistance Application must be signed by both the applicant and a witness.
 - If the application is not witnessed, it will be considered incomplete.
 - Assistance will not be provided until the form is fully filled out and received by Manitoba EMO.

Mandatory Documents

- Income Tax Return
 - Under the DFA program, a small businesses/farms are defined as having an annual gross revenue between \$10K and \$2M a year (among other conditions).
 - This aligns with the Government of Canada's definition.
 - Claimants must provide their most recent tax return in full.
 - An average gross revenue over the course of several years may be considered.

Other Documents

- Articles of Incorporation
 - Required only if farm is incorporated.
- Partnership Agreement
 - Required only if farm is a partnership.
 - Spousal relations not considered a partnership.
 - One partner must own at least 50% of the operation in order to be considered eligible.

Other Documents

- Payroll Records
 - Manitoba EMO may request payroll records should employee wages listed in your income tax form be substantial.
- Owner's Authorization (Rented Land)
 - If damage has occurred to land that you rent, an Owner's Authorization form is required in order for Manitoba EMO to inspect property and provide assistance.

Where can I find more information?

- Visit manitoba.ca/emo/dfa to get additional information
- Contact Manitoba EMO at dfa@gov.mb.ca or 1-888-267-8298 (in Winnipeg call 204-945-3050)
- We are here to help you!