



# MEMORANDUM

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“...meeting community needs...enhancing quality of life.”

TO: Community and Economic Development Committee (CEDC)  
FROM: Olivia Galyon, Community Development Specialist  
DATE: January 24, 2024  
RE: Approval of CDBG Advisory Board Recommendations for External Applicants  
2024 Community Development Block Grant (CDBG) Funding

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Per City of Appleton CDBG Policy, the CDBG Advisory Board creates funding recommendations for external CDBG applicants. The 2024PY CDBG allocation process began in September 2023 with an initial phase of City allocations and a period for City Departments to apply. The application process continued for external applicants, with eight (8) external organizations requesting CDBG funding for 2024.

An award estimate of \$576,900 was budgeted for the 2024PY, based on allocation amounts in recent years. \$576,900 is only an estimate and is subject to change upon adoption of the Federal budget. The Advisory Board met in an open public meeting on January 15, 2024 to recommend preliminary allocations of the 2024 funding. Final award amounts may need to be adjusted and approved through a final approval process once the official CDBG allocation is received.

CEDC is responsible for voting on City Department allocations, and for voting on the recommendations created by the CDBG Advisory Board regarding external applications. Prior to the convening of the Advisory Board, CEDC approved allocations to four city programs, for a total amount allocated to City programs of \$276,550. The Advisory Board recommended the allocation of the remaining \$300,350 among the external applicants. It should be noted that funding for public services activities is capped at 15% of the municipality's annual CDBG allocation amount, estimated at \$86,550 for PY2024, which was allocated to a joint project between the Appleton Health Department and Police Department. CEDC shall now discuss and vote on the recommendations for external funding made by the Advisory Board.

Community and Economic Development staff reviewed the applications for eligibility and compliance with CDBG regulations and Advisory Board members reviewed and scored each external application and provided a funding recommendation. Based on input received from Advisory Board members and the internal review of applications, staff identified projects recommended for further consideration by the Advisory Board. During the Advisory Board meeting, the Board discussed the funding recommendations provided by staff and made adjustments as they saw fit. The Advisory Board's preliminary funding recommendations are as follows:

## 2024 CDBG Award Allocations

### NON-PUBLIC SERVICES

Applicant	Requested Amount	Advisory Board Preliminary Recommendations
Habitat for Humanity	\$231,000	<b>\$132,000</b>
Rebuilding Together	\$100,000	<b>\$67,000</b>
Pillars	\$56,000	<b>\$56,000</b>
WWBIC	\$100,000	<b>\$14,725</b>
Salvation Army	\$30,625	<b>\$30,625</b>
NON-PUBLIC SERVICE TOTAL:	\$517,625.00	<b>\$300,350.00</b>

If you have any questions, please contact me at 832-6469 or [olivia.galyon@appleton.org](mailto:olivia.galyon@appleton.org). Thank you!

*Community and Economic Development Department, 100 North Appleton Street, Appleton, WI 54911 (920) 832-6468*