



# MEMORANDUM

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"...meeting community needs...enhancing quality of life."

TO: Community and Economic Development Committee  
FROM: Nikki Gerhard, Community Development Specialist  
DATE: March 11, 2020  
RE: Final Award Recommendations for 2020 Community Development Block Grant Funding

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The City of Appleton CDBG HUD award is \$592,072 for the 2020 fiscal year. This is \$14,858 higher than the anticipated award of \$577,214.

The 2020 awards approved in December 2019 by the Common Council totaled \$702,214 (City programs and sub recipients combined). This total included an additional \$200,000 rolled over from the 2017PY and is dedicated to affordable housing initiatives.

The CDBG Advisory Board was asked to consider staff recommendations for the additional \$14,858 (below) for the 2020PY, as well as for the remaining \$75,000 from the 2017PY, or make their own recommendation for these funds. By majority vote, the Committee recommends the approval of the staff recommendations.

These recommendations will be considered by CEDC on March 11<sup>th</sup> and Common Council on March 18<sup>th</sup>.

**Staff recommends allocating the \$89,858 as follows:**

***1. Award \$55,000 to CDBG Administration Costs for Final Award of \$80,504.***

The City of Appleton can fund administrative activities up to 20% of the total award. For the 2020PY, this amount would be \$118,414.40. Previously, an allocation of \$25,504 was approved. By adding the outstanding \$55,000, the total allocated to administration would total \$105,504 [in sum with Fair Housing activities], and would total 17% of the budget. While still remaining under the 20% cap, this increase will help offset administrative costs associated with managing the CDBG program, which are anticipated to be much higher than normal for this program year due to the complexity of the projects and additional obligations.

***2. Award \$6,000 to Rebuilding Together Fox Valley for Final Award of \$100,000.***

Rebuilding Together Fox Valley requested \$100,000 to complete a community revitalization partnership project to the West Appleton Neighborhood. Due to the limited capacity of funds available, Rebuilding Together was only funded at \$94,000 during the first phase of this process. With the additional funds available, this proposal can be fully funded.

**3. Award \$13,900 to the Mooring Programs (Apricity, Inc.) for Final Award of \$70,000.**

The Mooring Programs (d/b/a Apricity, Inc.) requested \$70,000 to complete rehabilitation activities on six of their men's apartment program houses and the main building facility. Due to the limited capacity of funds available, Mooring was only funded at \$56,100 during the first phase of this process. With the additional funds available, this proposal can be fully funded.

**4. Award \$2,228.80 to LEAVEN, Inc. for Final Award of \$16,759.74.**

CDBG funding restricts allocating more than 15% of the total award toward public service activities. Due to the official grant award being greater than anticipated, the 15% threshold also increased. By awarding this additional amount to LEAVEN, the 15% threshold will have been met.

**5. Allow a remaining \$12,729.20 to be unallocated until the 2021PY.**

Staff has been able to award all funded agencies to their full requested amounts. Due to the small portion of funding remaining, staff is proposing to roll it into the 2021PY application process, which begins in August 2020.

The following attachments are provided for additional information for this action item.

**Attached Documents:**

- 1.) November 06, 2019, Memo from Community Development Specialist to CEDC  
RE: Recommendations for 2020 CDBG Funding
- 2.) Revised Award Recommendations for the 2020 CDBG Program Year
- 3.) Executive Summary of Award Recommendations for 2020 CDBG Program Year

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