

CITY OF APPLETON 2025 BUDGET

HOUSING AND COMMUNITY DEVELOPMENT GRANTS

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CITY OF APPLETON 2024 BUDGET

HOUSING AND COMMUNITY DEVELOPMENT GRANTS

MISSION STATEMENT

The primary goal of the City's Housing and Community Development Grant programs is the creation of a thriving urban community and improved quality of life in neighborhoods through provision of assistance to low-income households in the forms of affordable homeowner and rental housing opportunities, neighborhood education and revitalization projects.

DISCUSSION OF SIGNIFICANT 2024 EVENTS

Community Development Block Grant (CDBG & CDBG-CV)

For the 2024-2025 award of \$590,504, there was \$278,575 allocated for City programs (City administrative expenses, Appleton Housing Authority, Community Resource Navigator position, and Neighborhood Program) and \$311,929 was awarded through a competitive application process.

CDBG-CV Round 3 provided winter warming shelter funding for the winter of 2023-2024.

The 2023 Consolidated Annual Performance Evaluation Report (CAPER) and 2024 Annual Action Plan were prepared and submitted to the Federal Housing and Urban Development Department (HUD).

Prepared an update to the City's CDBG Consolidated Plan 2025-2029.

Emergency Housing & Homeless Grant Program/Housing Assistance Programs Grant (EHH/HAP & ESG-CV)

The City, in collaboration with Pillars Inc., ADVOCAP, and Harbor House, was successful in applying for Emergency Homeless and Housing (EHH) grant funds for the 2024-2025 program year, requesting \$288,451.

Continuum of Care Programs (COC) #1 (RRH), #2 (RRH EXP), #3 (HP RRH) & #4 (CE-SSO)

The City, in collaboration with Pillars Inc., Salvation Army of the Fox Cities, and ADVOCAP, was successful in renewing all three of the Rapid Re-Housing (RRH) program grants and the CE-SSO grant which helps support the Coordinated Entry Specialist role. The RRH and RRH EXP grants operate October 1, 2024-September 30, 2025, the HP RRH grant operates January 1, 2025-December 31, 2025, and the CE-SSO grant operates on a July 1, 2024-June 30, 2025 program year.

Homeowner Rehabilitation Loan Program

This program benefits the City of Appleton by improving residential properties where property owners were unable to obtain financing to make the improvements on their own. In 2024, the Homeowner Rehabilitation Loan Program is projected to rehabilitate 20 owner-occupied housing units and invest nearly \$400,000 in home improvement loans.

Neighborhood Program (NP)

Staff continued to promote competitive grant funds available to registered neighborhoods through The Neighborhood Grant Program (TNGP). Grants were awarded to one neighborhood for two projects in 2024 - Historic Central Neighborhood (block parties and the Columbus Elementary playground renovation). The Neighborhood Leadership Academy, supported through ARPA funding, kicked off in 2024.

CITY OF APPLETON 2025 BUDGET

HOUSING AND COMMUNITY DEVELOPMENT GRANTS

MAJOR 2025 OBJECTIVES

The following grant-funded programs are intended to benefit both low- and moderate-income (LMI) households and eliminate slum and blight conditions in the City. Below are the specific objectives of each of these programs:

Homeowner Rehabilitation Loan Program (HRLP)

(Program Year: April 1 to March 31)

- Improve Appleton's affordable single-family homes by rehabilitating 24 homes for LMI homeowners.

Neighborhood Program (NP)

(Program Year: April 1 to March 31)

- Award grants to the participating registered neighborhoods from CDBG and general funds based on the application criteria.
- Actively work with the consulting firm to carry out Neighborhood Leadership Academy programming.

Community Development Block Grant (CDBG)

(Program Year: April 1 to March 31)

- Conduct program evaluation, identify best practices for CDBG program administration, and better integrate the CDBG program with City plans, programs, and strategic initiatives, while ensuring conformance with existing City CDBG Policy and the CDBG Consolidated Plan.
- Finalize and publish the City's CDBG Consolidated Plan - 2025 to 2029.
- Deliver programming in alignment with HUD's CDBG National Objectives - LMI Benefit; Eliminating Slum & Blight; and Urgent Local Need and the City's 2025-2029 Consolidated Plan.

Continuum of Care Rapid Re-Housing Grant (CoC RRH) #1, #2, #3 and #4

(Program Year: October 1 to September 30)

- Provide for adequate and successful operation of transitional and permanent supportive housing programs.
- Provide for utilization of Housing First Model.
- Provide client intake and resource connection through Coordinated Entry Specialist role.

Emergency Housing & Homeless Grant/Housing Programs (EHH/HAP)

(Program Year: October 1 to September 30)

- Prevent homelessness among City of Appleton residents through housing counseling and financial assistance.
- Provide essential services and adequate facilities for transitional housing and Rapid Re-Housing program participants utilizing the Housing First Model.
- Provide emergency shelter and associated services to persons experiencing homelessness.

| DEPARTMENT BUDGET SUMMARY | | | | | | | | |
|------------------------------------|----------------------|--------------|--------------|--------------|--------------|--------------|----------|---|
| Programs | | Actual | | | Budget | | | % |
| Unit | Title | 2022 | 2023 | Adopted 2024 | Amended 2024 | 2025 | Change * | |
| Program Revenues | | \$ 2,342,074 | \$ 1,501,704 | \$ 1,760,547 | \$ 1,760,547 | \$ 1,517,697 | -13.79% | |
| Program Expenses | | | | | | | | |
| 2100 | CDBG | 614,729 | 670,713 | 543,216 | 590,207 | 338,000 | -37.78% | |
| 2140 | Emergency Shelter | 645,040 | 215,157 | 296,768 | 299,233 | 288,451 | -2.80% | |
| 2150 | Continuum of Care | 353,289 | 322,949 | 339,919 | 339,919 | 374,121 | 10.06% | |
| 2170 | Homeowner Rehab Loan | 529,743 | 521,016 | 460,644 | 969,682 | 458,622 | -0.44% | |
| 2180 | Neighborhood Program | 2,361 | 4,258 | 123,000 | 123,770 | 43,000 | -65.04% | |
| TOTAL | | \$ 2,145,162 | \$ 1,734,093 | \$ 1,763,547 | \$ 2,322,811 | \$ 1,502,194 | -14.82% | |
| Expenses Comprised Of: | | | | | | | | |
| Personnel | | 217,898 | 180,554 | 239,032 | 239,032 | 330,259 | 38.17% | |
| Training & Travel | | 8,766 | 1,236 | 7,880 | 7,880 | 7,880 | 0.00% | |
| Supplies & Materials | | 1,713 | 940 | 2,800 | 2,800 | 2,800 | 0.00% | |
| Purchased Services | | 4,029 | 2,565 | 6,590 | 6,590 | 4,990 | -24.28% | |
| Miscellaneous Expense | | 1,912,756 | 1,548,798 | 1,507,245 | 2,066,509 | 1,156,265 | -23.29% | |
| Full Time Equivalent Staff: | | | | | | | | |
| Personnel allocated to programs | | 2.35 | 2.35 | 2.35 | 2.35 | 2.35 | | |

* % change from prior year adopted budget

**CITY OF APPLETON 2024 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS**

Community Development Block Grant

Business Unit 2100

PROGRAM MISSION

In order to provide decent housing, create suitable living environments and expand economic opportunities for low-income persons, the City will administer the receipt and expenditure of Federal Community Development Block Grant (CDBG) proceeds for affordable housing rehabilitation, public facilities improvements, neighborhood revitalization projects, provision of public services and various other community development projects.

PROGRAM NARRATIVE

Link to City Goals:

Implement Key Strategy #2: "Encourage active community participation and involvement".

Objectives:

The creation of a thriving urban community through provision of projects and programs that provide benefit to low- and moderate-income (LMI) households and meet other national CDBG objectives such as elimination of slum and blight and responding to urgent needs.

Creating synergies and alignment between CDBG funding allocations with various city plans and initiatives, and support community-wide goals and non-profits.

Major changes in Revenue, Expenditures, or Programs:

Revenues and expenditures associated with this program are subject to the final entitlement award amount, as well as the Community Development Committee and Common Council approval of CDBG subrecipient awards.

The City's Housing Rehabilitation program did not request funding for 2024, as it is projected to be self-sustaining in FY2024. However, for 2025, it is expected that there will be an HRLP request for CDBG dollars. The balance of funding will be allocated to the City and partner programming in alignment with the City's CDBG Policy.

The estimated award for the 2025-2026 program year is \$578,000. Target funding for 2025 is an estimate based on the last three years' average, excluding CV funding.

The newly-created Community Resource Navigator position, a joint effort between the Health Department and the Police Department, is primarily funded using CDBG dollars. Salary and fringe expenses for this position are now reflected in the 2025 budget.

Summary of the Appleton CDBG Allocation Process

Each program year, administration costs, funding for fair housing requirements, the Homeowner Rehabilitation Loan Program and the Neighborhood Program, plus any other City projects and programs that qualify for CDBG funding, are subtracted from the entitlement award amount to determine an adjusted dollar figure of CDBG funds available for subrecipient projects.

CITY OF APPLETON 2025 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS

Community Development Block Grant

Business Unit 2100

PROGRAM BUDGET SUMMARY

| Description | Actual | | Budget | | |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | 2022 | 2023 | Adopted 2024 | Amended 2024 | 2025 |
| Revenues | | | | | |
| 421000 Federal Grants | \$ 652,747 | \$ 670,712 | \$ 543,216 | \$ 543,216 | \$ 338,000 |
| Total Revenue | <u>\$ 652,747</u> | <u>\$ 670,712</u> | <u>\$ 543,216</u> | <u>\$ 543,216</u> | <u>\$ 338,000</u> |
| Expenses | | | | | |
| 610100 Regular Salaries | \$ 23,639 | \$ 25,234 | \$ 32,039 | \$ 32,039 | \$ 112,147 |
| 615000 Fringes | 9,609 | 8,104 | 19,992 | 19,992 | 48,991 |
| 620100 Training/Conferences | 5,853 | - | 3,500 | 3,500 | 3,500 |
| 630100 Office Supplies | 147 | - | 150 | 150 | 150 |
| 630300 Memberships & Licenses | 940 | 940 | 950 | 950 | 950 |
| 632001 City Copy Charges | - | - | 500 | 500 | 500 |
| 640100 Accounting/Audit Fees | - | - | 1,460 | 1,460 | 1,460 |
| 641200 Advertising | 340 | 268 | 400 | 400 | 400 |
| 641307 Telephone | 49 | 49 | 60 | 60 | 60 |
| 660800 Block Grant Payments | 574,152 | 636,118 | 484,165 | 531,156 | 169,842 |
| Total Expense | <u>\$ 614,729</u> | <u>\$ 670,713</u> | <u>\$ 543,216</u> | <u>\$ 590,207</u> | <u>\$ 338,000</u> |

DETAILED SUMMARY OF 2025 PROPOSED EXPENDITURES > \$15,000

Allocation and Payment Estimates (actual allocations will be awarded through CDBG process in late 2024 / early 2025)

| | | |
|---|-------------------|--------------|
| CDBG Admin (personnel, training, supplies, etc) | \$ 81,458 | |
| Community Resource Navigator | 86,700 | |
| Block Grant Payments: | | |
| Fair Housing Services | 25,000 | |
| Appleton Housing Authority | 25,000 | |
| City programs & projects | 50,000 | |
| Awards to subrecipients | 69,842 | |
| | <u>169,842</u> | |
| Community Development Block Grant Fund | \$ 338,000 | |
| Housing Rehabilitation Loan Program | \$ 200,000 | see page 165 |
| Neighborhood Grant Program | 40,000 | see page 167 |
| Total CDBG Grant Award | <u>\$ 578,000</u> | |

**CITY OF APPLETON 2025 BUDGET
HOUSING, HOMELESS AND BLOCK GRANTS**

Emergency Housing & Homeless Grant/Housing Assistance Programs (EHH/HAP)

Business Unit 2140

PROGRAM MISSION

To promote efficient and cooperative use of resources by local non-profit agencies for the benefit of persons in need of emergency shelter, transitional housing and homeless prevention services in the City of Appleton and the greater Fox Cities region.

PROGRAM NARRATIVE

Link to City Goals:

Implement Key Strategy #2: "Encourage active community participation and involvement".

Objectives:

The purpose of this grant is to benefit persons in need of emergency shelter, transitional housing and homeless prevention services. Emergency Housing & Homeless Grant/Housing Assistance Programs (EHH/HAP) funds are disbursed by the Wisconsin Department of Administration through a competitive grant application process.

As the lead fiscal and administrative agent, the City of Appleton applies for EHH/HAP funding in collaboration with other local non-profit partners. The City serves as a pass-through for funding to local non-profit agencies that meet the niche requirements of the EHH/HAP program. In exchange for serving as the lead fiscal and administrative agent, the City of Appleton receives a small amount of funding for administration costs. The City uses some of the administration funds to support the Homeless Management Information System (HMIS), a statewide information system maintained by the Institute for Community Alliances as the lead organization for the State of Wisconsin.

EHH/HAP funds may be used in the following areas related to emergency shelter and housing programs: rapid re-housing programs, homeless prevention programs, emergency shelter programs, street outreach programs, HMIS, and administration costs. The shelter programs may include shelters for victims of domestic violence, runaway adolescents, and persons with disabilities, as well as generic shelter and transitional housing programs. Any city, county or private non-profit agency may apply for funding during the State's annual competition for EHH/HAP funding.

The current partner agencies receiving EHH/HAP funding are: Pillars, Inc., ADVOCAP, and Harbor House.

Major changes in Revenue, Expenditures, or Programs:

The budgeted 2025 ESG grant award is an estimate based on the 2024-2025 EHH Grant Submission.

**CITY OF APPLETON 2025 BUDGET
HOUSING, HOMELESS AND BLOCK GRANTS**

Emergency Housing & Homeless Grant/Housing Assistance Programs (EHH/HAP)

Business Unit 2140

PROGRAM BUDGET SUMMARY

| Description | Actual | | Budget | | |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | 2022 | 2023 | Adopted 2024 | Amended 2024 | 2025 |
| Revenues | | | | | |
| 422400 Miscellaneous State Aids | \$ 645,330 | \$ 217,332 | \$ 296,768 | \$ 296,768 | \$ 288,451 |
| Total Revenue | <u>\$ 645,330</u> | <u>\$ 217,332</u> | <u>\$ 296,768</u> | <u>\$ 296,768</u> | <u>\$ 288,451</u> |
| Expenses | | | | | |
| 610100 Regular Salaries | \$ 22,245 | \$ 11,167 | \$ 20,923 | \$ 20,923 | \$ 19,768 |
| 615000 Fringes | 10,071 | 4,494 | 8,581 | 8,581 | 8,984 |
| 663000 Other Grant Payments | 612,724 | 199,496 | 267,264 | 269,729 | 259,699 |
| Total Expense | <u>\$ 645,040</u> | <u>\$ 215,157</u> | <u>\$ 296,768</u> | <u>\$ 299,233</u> | <u>\$ 288,451</u> |

DETAILED SUMMARY OF 2025 PROPOSED EXPENDITURES > \$15,000

Other Grant Payments

Subrecipient Awards

| | ESG | HPP | Total |
|-------------------------|-------------------|------------------|-------------------|
| ADVOCAP | \$ 31,655 | \$ 27,795 | \$ 59,450 |
| Pillars | 93,112 | 58,852 | 151,964 |
| Harbor House DV Shelter | 48,285 | - | 48,285 |
| | <u>\$ 173,052</u> | <u>\$ 86,647</u> | <u>\$ 259,699</u> |

**CITY OF APPLETON 2025 BUDGET
HOUSING, HOMELESS AND BLOCK GRANTS**

Continuum of Care Program (CoC)

Business Unit 2150

PROGRAM MISSION

To provide necessary case management and support services to individuals and families enrolled in transitional and permanent supportive housing programs, the City of Appleton will serve as a pass-through entity and administer funds to local non-profit organizations that directly serve the target population in Appleton and the Fox Cities.

PROGRAM NARRATIVE

Link to City Goals:

Implement Key Strategy #2: "Encourage active community participation and involvement".

Objectives:

Continuum of Care (CoC) funds support programs that offer both housing opportunities and related support services for persons transitioning from homelessness to independent living. Specifically, CoC funds support housing in the following environments: (1) transitional housing; (2) permanent housing for homeless persons with disabilities; (3) other types of innovative supportive housing for homeless people.

CoC funds are disbursed by the U.S. Department of Housing & Urban Development, but are awarded to the City of Appleton as a partner in the Balance of State (Wisconsin) via a competitive grant application process. As the lead fiscal and administrative agent, the City of Appleton applies for four separate CoC grants in collaboration with other local non-profit partners - three grants are for collaborative Rapid Re-Housing programs (RRH) and the fourth grant, the CE-SSO grant, is an administrative grant that supports the City's Coordinated Entry Specialist role. This role is responsible for all Coordinated Entry duties in the Fox Cities Continuum of Care.

The City serves as the lead agency for this funding to local non-profit agencies that meet the niche requirements of the CoC program. Three agencies, Pillars, Inc., Salvation Army, and ADVOCAP, receive RRH funding through two of the four grants, with Pillars, Inc. receiving the third RRH award solely, and the City being the direct recipient of the fourth grant (CE-SSO). In exchange for serving as the lead fiscal and administrative agent, the City also receives a small amount of funding for administration costs.

Major changes in Revenue, Expenditures, or Programs:

No major changes.

**CITY OF APPLETON 2025 BUDGET
HOUSING, HOMELESS AND BLOCK GRANTS**

Continuum of Care Program (COC)

Business Unit 2150

PROGRAM BUDGET SUMMARY

| Description | Actual | | Budget | | |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | 2022 | 2023 | Adopted 2024 | Amended 2024 | 2025 |
| Revenues | | | | | |
| 422400 Miscellaneous State Aids | \$ 331,979 | \$ 322,947 | \$ 339,919 | \$ 339,919 | \$ 392,624 |
| Total Revenue | <u>\$ 331,979</u> | <u>\$ 322,947</u> | <u>\$ 339,919</u> | <u>\$ 339,919</u> | <u>\$ 392,624</u> |
| Expenses | | | | | |
| 610100 Regular Salaries | \$ 38,697 | \$ 24,717 | \$ 48,583 | \$ 48,583 | \$ 31,259 |
| 615000 Fringes | 18,292 | 14,028 | 13,270 | 13,270 | 13,888 |
| 620100 Training/Conferences | 2,493 | 192 | 3,300 | 3,300 | 3,300 |
| 620600 Parking Permits | 420 | 480 | 480 | 480 | 480 |
| 630100 Office Supplies | 431 | - | 1,000 | 1,000 | 1,000 |
| 630300 Memberships & Licenses | 195 | - | 200 | 200 | 200 |
| 641307 Telephone | 339 | 249 | 270 | 270 | 270 |
| 663000 Other Grant Payments | 292,422 | 283,283 | 272,816 | 272,816 | 323,724 |
| Total Expense | <u>\$ 353,289</u> | <u>\$ 322,949</u> | <u>\$ 339,919</u> | <u>\$ 339,919</u> | <u>\$ 374,121</u> |

DETAILED SUMMARY OF 2025 PROPOSED EXPENDITURES > \$15,000

Other Grant Payments

Awards and loans to community organizations and individuals for the benefit of low- and moderate-income (LMI) persons:

| | CoC #1 RRH | CoC #2 HP RRH | CoC #3 RRH EXP | Total |
|----------------|-------------------|------------------|-------------------|-------------------|
| ADVOCAP | \$ 47,688 | \$ - | \$ 15,488 | \$ 63,176 |
| Pillars, Inc. | 22,240 | 66,128 | 25,320 | 113,688 |
| Salvation Army | 106,024 | - | 40,836 | 146,860 |
| | <u>\$ 175,952</u> | <u>\$ 66,128</u> | <u>\$ 81,644</u> | <u>\$ 323,724</u> |

CITY OF APPLETON 2025 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS

Homeowner Rehabilitation Loan Program

Business Unit 2160/2170/2190

PROGRAM MISSION

In order to assist low- and moderate-income (LMI) homeowners in protecting the investment in their single-family homes or owner-occupied duplex, the Homeowner Rehabilitation Loan Program (HRLP) will utilize CDBG funds, HOME Homeowner funds, and Lead Hazard Control funds to provide them with no interest/no monthly payment loans to make necessary repairs and eliminate lead-based paint hazards to increase the value and extend the life of their homes.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #2: "Encourage active community participation and involvement" and #7: "Communicate our success through stories and testimonials".

Objectives:

Provide LMI homeowners in the City of Appleton with financial and related technical assistance for the rehabilitation of their single-family homes or owner-occupied duplexes in order to maintain affordable home ownership opportunities for all residents.

The HRLP is a revolving loan program supported by the following funding sources:

- Program Income from the repayment of HOME Homeowner Rehabilitation loans (Business Unit 2160)
- Program Income from the repayment of HOME Rental Rehabilitation loans (Business Unit 2160)
- CDBG funds from the U.S. Department of Housing and Urban Development (HUD) (Business Unit 2170)
- Program Income from the repayment of CDBG loans (Business Unit 2170)
- Program Income from the repayment of Lead Hazard Control Grant loans (Business Unit 2190)

Major changes in Revenue, Expenditures or Programs:

Due to an increase in loan repayments in 2022, new CDBG funding was not requested for the 2024 program. However, due to a decrease in loan repayments in 2023, the program is requesting new CDBG funding in 2025.

**CITY OF APPLETON 2025 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS**

Homeowner Rehabilitation Loan Program

Business Unit 2160/2170/2190

PROGRAM BUDGET SUMMARY

| Description | Actual | | Budget | | |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | 2022 | 2023 | Adopted 2024 | Amended 2024 | 2025 |
| Revenues | | | | | |
| 421000 Federal Grants | \$ 113,682 | \$ 15,373 | \$ - | \$ - | \$ 200,000 |
| 471000 Interest on Investments | (429) | 10,353 | - | - | - |
| 505000 Project Repayments | 598,765 | 264,987 | 460,644 | 460,644 | 258,622 |
| Total Revenue | \$ 712,018 | \$ 290,713 | \$ 460,644 | \$ 460,644 | \$ 458,622 |
| Expenses | | | | | |
| 610100 Regular Salaries | \$ 78,175 | \$ 74,376 | \$ 76,282 | \$ 76,282 | \$ 76,282 |
| 615000 Fringes | 17,167 | 18,434 | 19,362 | 19,362 | 18,940 |
| 620100 Training/Conferences | - | 564 | 600 | 600 | 600 |
| 641307 Telephone | 56 | 54 | 60 | 60 | 60 |
| 641308 Cellular Phones | 339 | 249 | 340 | 340 | 340 |
| 659900 Other Contracts/Obligation | 2,907 | 1,696 | 4,000 | 4,000 | 2,400 |
| 660800 Block Grant Payments | 280,948 | 388,333 | 295,000 | 443,767 | 316,000 |
| 663000 Other Grant Payments | 150,151 | 37,310 | 65,000 | 425,271 | 44,000 |
| Total Expense | \$ 529,743 | \$ 521,016 | \$ 460,644 | \$ 969,682 | \$ 458,622 |

DETAILED SUMMARY OF 2025 PROPOSED EXPENDITURES > \$15,000

Block Grant Payments

Loans to low- and moderate-income households for the rehabilitation of their homes.

Rehab projects \$ 316,000
\$ 316,000

Other Grant Payments

Loans to low- and moderate-income households for the rehabilitation of their homes.

Rehab projects \$ 44,000
\$ 44,000

**CITY OF APPLETON 2025 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS**

Neighborhood Program

Business Unit 2180

PROGRAM MISSION

For the benefit of Appleton neighborhoods, the Neighborhood Program (NP) will help create and/or maintain suitable living environments by providing opportunities that encourage and facilitate private and public investment in residential and commercial areas of the City. This community investment provides the impetus for overall neighborhood improvements - such as strengthening existing neighborhoods, attracting new businesses, and enhancing public spaces - that contribute to the social, cultural and economic vitality of neighborhoods.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #2: "Encourage active community participation and involvement" and #7: "Communicate our success through stories and testimonials".

Objectives:

Foster communication between neighborhoods and the City of Appleton by providing the expertise and technical assistance in administering the City's Neighborhood Program, including:

- Assist residents with how to register their neighborhood.
- Market the program to City residents.
- Work with Appleton residents, other City staff and outside agencies to leverage resources to help improve Appleton's neighborhoods.

Incorporate the use of multiple CDBG national objectives as a means of facilitating and completing projects in a timely and effective manner.

Major changes in Revenue, Expenditures or Programs:

Grant funds will continue to be available to registered neighborhoods through the CDBG and tax levy funding sources. Neighborhood grants totaling \$40,000 (CDBG) and \$3,000 (General Fund) are anticipated in 2025. The Neighborhood Program will request \$40,000 in additional CDBG funding for 2025. This budget includes a request of \$3,000 for the General Fund source that is available to all neighborhoods, not just those limited neighborhoods qualified by HUD.

**CITY OF APPLETON 2025 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS**

Neighborhood Program

Business Unit 2180

PROGRAM BUDGET SUMMARY

| Description | Actual | | Budget | | |
|-----------------------------|-----------------|-----------------|-------------------|-------------------|------------------|
| | 2022 | 2023 | Adopted 2024 | Amended 2024 | 2025 |
| Revenues | | | | | |
| 411000 Property Tax | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 3,000 |
| 421000 Federal Grants | - | - | 120,000 | 120,000 | 40,000 |
| Total Revenue | <u>\$ 3,000</u> | <u>\$ 3,000</u> | <u>\$ 123,000</u> | <u>\$ 123,000</u> | <u>\$ 43,000</u> |
| Expenses | | | | | |
| 660800 Block Grant Payments | \$ - | \$ - | \$ 120,000 | \$ 120,000 | \$ 40,000 |
| 663000 Other Grant Payments | 2,361 | 4,258 | 3,000 | 3,770 | 3,000 |
| Total Expense | <u>\$ 2,361</u> | <u>\$ 4,258</u> | <u>\$ 123,000</u> | <u>\$ 123,770</u> | <u>\$ 43,000</u> |

DETAILED SUMMARY OF 2025 PROPOSED EXPENDITURES > \$15,000

Block Grant Payments

| | |
|---|------------------|
| Targeted neighborhood investment grants to create strong neighborhoods | <u>\$ 40,000</u> |
| | <u>\$ 40,000</u> |

**CITY OF APPLETON 2025 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS**

| | 2022 <u>ACTUAL</u> | 2023 <u>ACTUAL</u> | 2024 <u>YTD ACTUAL</u> | 2024 <u>ORIG BUD</u> | 2024 <u>REVISED BUD</u> | 2025 <u>BUDGET</u> |
|-----------------------------------|-----------------------|-----------------------|---------------------------|-------------------------|----------------------------|-----------------------|
| Program Revenues | | | | | | |
| 411000 Property Tax | 3,000 | 3,000 | - | 3,000 | 3,000 | 3,000 |
| 421000 Federal Grants | 766,429 | 686,085 | 90,449 | 663,216 | 663,216 | 578,000 |
| 422400 Miscellaneous State Aids | 977,309 | 540,279 | 107,434 | 636,687 | 636,687 | 681,075 |
| 423000 Miscellaneous Local Aids | - | - | - | - | - | - |
| 471000 Interest on Investments | (430) | 10,353 | 293 | - | - | - |
| 505000 Project Repayments | 598,766 | 264,987 | 14,962 | 460,644 | 460,644 | 258,622 |
| TOTAL PROGRAM REVENUES | <u>2,345,074</u> | <u>1,504,704</u> | <u>213,138</u> | <u>1,763,547</u> | <u>1,763,547</u> | <u>1,520,697</u> |
| Personnel | | | | | | |
| 610100 Regular Salaries | 147,982 | 123,578 | 47,353 | 177,827 | 177,827 | 239,456 |
| 610500 Overtime Wages | - | 94 | - | - | - | - |
| 611400 Sick Pay | 396 | - | - | - | - | - |
| 611500 Vacation Pay | 14,058 | 11,822 | 2,295 | - | - | - |
| 615000 Fringes | 55,462 | 45,060 | 16,756 | 61,205 | 61,205 | 90,803 |
| TOTAL PERSONNEL | <u>217,898</u> | <u>180,554</u> | <u>66,404</u> | <u>239,032</u> | <u>239,032</u> | <u>330,259</u> |
| Training~Travel | | | | | | |
| 620100 Training/Conferences | 8,346 | 756 | - | 7,400 | 7,400 | 7,400 |
| 620600 Parking Permits | 420 | 480 | - | 480 | 480 | 480 |
| TOTAL TRAINING / TRAVEL | <u>8,766</u> | <u>1,236</u> | <u>-</u> | <u>7,880</u> | <u>7,880</u> | <u>7,880</u> |
| Supplies | | | | | | |
| 630100 Office Supplies | 578 | - | - | 1,150 | 1,150 | 1,150 |
| 630300 Memberships & Licenses | 1,135 | 940 | - | 1,150 | 1,150 | 1,150 |
| 632001 City Copy Charges | - | - | - | 500 | 500 | 500 |
| TOTAL SUPPLIES | <u>1,713</u> | <u>940</u> | <u>-</u> | <u>2,800</u> | <u>2,800</u> | <u>2,800</u> |
| Purchased Services | | | | | | |
| 640100 Accounting/Audit Fees | - | - | - | 1,460 | 1,460 | 1,460 |
| 641200 Advertising | 340 | 268 | 48 | 400 | 400 | 400 |
| 641307 Telephone | 444 | 352 | 98 | 390 | 390 | 390 |
| 641308 Cellular Phones | 339 | 249 | 62 | 340 | 340 | 340 |
| 659900 Other Contracts/Obligation | 2,906 | 1,696 | 110 | 4,000 | 4,000 | 2,400 |
| TOTAL PURCHASED SVCS | <u>4,029</u> | <u>2,565</u> | <u>318</u> | <u>6,590</u> | <u>6,590</u> | <u>4,990</u> |
| Miscellaneous Expense | | | | | | |
| 660800 Block Grant Payments | 855,100 | 1,024,451 | 118,468 | 899,165 | 1,094,923 | 525,842 |
| 663000 Other Grant Payments | 1,057,656 | 524,347 | 151,563 | 608,080 | 971,586 | 630,423 |
| TOTAL MISCELLANEOUS EXP | <u>1,912,756</u> | <u>1,548,798</u> | <u>270,031</u> | <u>1,507,245</u> | <u>2,066,509</u> | <u>1,156,265</u> |
| TOTAL EXPENSE | <u>2,145,162</u> | <u>1,734,093</u> | <u>336,753</u> | <u>1,763,547</u> | <u>2,322,811</u> | <u>1,502,194</u> |

CITY OF APPLETON 2025 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)

| Revenues | 2022 Actual | 2023 Actual | 2024 Budget | 2024 Projected* | 2025 Budget |
|---------------------------------------|-------------------|-------------------|-------------------|--------------------|------------------|
| Property Taxes | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 3,000 |
| Intergovernmental | 1,743,738 | 1,226,364 | 1,299,903 | 1,299,903 | 1,259,075 |
| Other | 598,336 | 275,340 | 460,644 | 460,644 | 258,622 |
| Total Revenues | <u>2,345,074</u> | <u>1,504,704</u> | <u>1,763,547</u> | <u>1,763,547</u> | <u>1,520,697</u> |
| Expenses | | | | | |
| Program Costs | <u>2,145,162</u> | <u>1,734,093</u> | <u>1,763,547</u> | <u>2,322,811</u> | <u>1,502,194</u> |
| Total Expenses | <u>2,145,162</u> | <u>1,734,093</u> | <u>1,763,547</u> | <u>2,322,811</u> | <u>1,502,194</u> |
| Revenues over (under) Expenses | 199,912 | (229,389) | - | (559,264) | 18,503 |
| Other Financing Sources (Uses) | | | | | |
| Operating Transfers In | - | - | - | - | - |
| Net Change in Equity | 199,912 | (229,389) | - | (559,264) | 18,503 |
| Fund Balance - Beginning | 570,310 | 770,222 | 540,833 | 540,833 | (18,431) |
| Residual Equity Transfers Out | - | - | - | - | - |
| Fund Balance - Ending | <u>\$ 770,222</u> | <u>\$ 540,833</u> | <u>\$ 540,833</u> | <u>\$ (18,431)</u> | <u>\$ 72</u> |

* Due to the variability of the various grant awards, the 2024 amended budget figures have been used

