



CITY OF APPLETON

MEMORANDUM

Date: July 10, 2024
To: Community Development Committee
From: Olivia Galyon, Community Development Specialist
Subject: 2024 Annual Action Plan (AAP) for Community Development Block Grant (CDBG) Program

The City of Appleton will receive \$590,504 from the U.S. Department of Housing and Urban Development (HUD) for the 2024 Community Development Block Grant (CDBG) program year. As an entitlement community, the City receives CDBG funding yearly from HUD and is required to submit an Annual Action Plan (AAP) yearly to detail how the City plans to spend the CDBG dollars during the program year. While the City does not have to formally apply for funding as an entitlement, this serves as an application for funds and notification of spending plans to HUD.

The City previously conducted the CDBG application process for both internal City projects and external non-profit led projects, and final allocations for the 2024 program year were approved by Common Council on June 19, 2024.

The AAP must be submitted to HUD following the release of the official federal allocations, with inclusion of the final dollar value of the CDBG awards and allocations the City plans to make. Additionally, the AAP requires an opportunity for public comment on the allocations and two public hearings to be held for opportunities for citizens to provide comments on the allocations. Any received public comments must be considered and included in the final AAP report to HUD, with a description of the comment and whether it was accepted or rejected.

The first public hearing concerning the 2024 CDBG program year allocations was held at the Community Development Committee meeting on January 24, 2024. No comments were received at this hearing. The AAP was published for public comment during a 33-day period from June 6 through July 8. No comments have been received regarding the AAP. The final public hearing prior to the submission of the AAP to HUD will be held at this Community Development Committee meeting on July 10, 2024. These hearings and comment periods satisfy the requirements by HUD to include opportunities for public participation and comment during the plan development.

At the time of publication of this memo, no public comments have been received on the AAP. Submission of the AAP is part of the process for HUD to sign official program year contracts and release funding for the program year. This informational item is included to let you know the City has completed the AAP, adhered to public comment and hearing requirements, and plans to submit the final AAP to HUD for approval.