



MEMORANDUM

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

TO: Community and Economic Development Committee
FROM: Olivia Galyon, Community Development Specialist
DATE: April 10, 2024
RE: ARPA Neighborhood Leadership Academy Request for Proposals (RFP)

The American Rescue Plan Act (ARPA), passed in March 2021, provided the City of Appleton funding for projects related to recovery from the COVID-19 pandemic. Appleton’s Common Council set aside funding for internal and external programmatic areas of focus, one of which is Social Infrastructure, Belonging, and Neighborhood Resiliency. City of Appleton recognizes that neighborhood organizations make neighborhoods stronger through their investments of time and effort. City staff identified the reduction in neighborhood activity and connectedness due to the necessary social distancing efforts as a negative impact of the pandemic on neighborhoods.

The City hopes to remedy this by providing the Neighborhood Leadership Academy an opportunity for neighborhood leaders to learn how to increase resident participation levels, enhance their programming, and provide a continuous space for engagement in their groups. Major focus areas of Neighborhood Leadership Academy programming include project management and program development, life cycle of a neighborhood organization, asset-based community development, and increasing community engagement.

This information item is a notice that staff plans to release a Request For Proposals from potential consultants that have the skills and project expertise to carry out training sessions and engagement. The consultant will also create and provide deliverable resources related to the topics to extend the lifetime of this program and provide access to this critical information.

ARPA funding must be obligated by December 31, 2024 and spent by December 31, 2026. Below are the estimated dates of action for the Request for Proposals.

<u>DATE</u>	<u>EVENT</u>
April 12, 2024	Issue Request for Proposals
May 10, 2024	RFPs due
May 2024	Internal review of RFPs, interviews
June 2024	Provide recommendation of consultant to CEDC/Council
July 2024	Project kickoff
June 2026	Anticipated project completion

If you have any questions, please contact me at 832-6469 or olivia.galyon@appleton.org. Thank you!