



Community Development Block Grant (CDBG) 2026 CITY PROPOSAL FORM

PART A – CONTACT INFORMATION

1. **Program/Project Name:** Demolition of 1513 N. Charlotte St.
2. **Contact Person Name/Title:** Kurt Craanen/Inspections Supervisor
3. **City Department:** Community Development
4. **Supervisor Name/Title (if applicable):** Kara Homan/Director of Community Development
5. **Telephone Number:** (920) 832-6413
6. **Fax Number:** () -
7. **Email Address:** kurt.craanen@appletonwi.gov

PART B – INDICATORS

1. **To be eligible for funding, the program/project for which you are requesting funding must address one national objective.**

☐ The project meets the needs of low- and moderate-income persons. At least 51 percent of the participants or beneficiaries of the project will meet the low- and moderate-income guidelines listed in Exhibit A.

☐ The project is located in a low- and moderate-income area. In this case, the project must be available to all the residents of one of the areas identified on the map in Exhibit B and primarily residential. Typical activities funded are area street improvements, water and sewer lines, parks and other public facilities.

☐ The project meets the needs of one of the following specific groups of people (low-mod limited clientele): abused children, elderly persons, battered spouses, homeless persons, severely disabled persons, illiterate adults, persons living with AIDS and migrant farm workers.

☐ The project provides housing assistance to low- and moderate-income households. Fundable activities include housing rehabilitation, acquisition of property for housing and homeownership assistance.

☐ The project creates or retains jobs for low- and moderate-income persons.

☒ The project eliminates specific instances of blight or physical decay. The only activities to be funded under this category are acquisition, demolition or rehabilitation of buildings.

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2. Program category:

- | | |
|--|---|
| ☐ Acquisition | ☒ Housing |
| ☐ Administration/Planning | ☐ Public Facilities Improvements |
| ☐ Economic Development | ☐ Public Services |

3. Priority need(s) met (can select more than one option):

- | | |
|--|---|
| ☒ Improve & Maintain Housing Stock | ☒ Neighborhood Revitalization |
| ☐ Homebuyer Assistance | ☐ Public Facilities Improvements |
| ☐ Acquisition for new housing | ☐ Public Services |

4. Proposed output type and number (select more than one if necessary):

- | | |
|---|--|
| ☒ 1 persons directly served | ☒ 1 housing units rehabilitated/acquired |
| ☐ _____ households directly served | ☐ _____ jobs created/retained |
| ☐ _____ businesses rehabilitated | ☐ _____ other (<i>specify</i> : _____) |

5. Check one HUD-defined objective that best relates to your potential CDBG-funded program:

- ☒ Create Suitable Living Environments → address issues in daily life (social barriers, physical barriers, etc.)
- ☐ Provide Decent Affordable Housing → address individual, family, or neighborhood housing needs
- ☐ Expand Economic Opportunity → address economic development (job creation, commercial rehab, etc.)

6. Check one HUD-defined outcome that best relates to your potential CDBG-funded program:

- ☐ Availability/Accessibility → make basic services more readily available/accessible to low-income persons
- ☐ Affordability → make basic services more affordable for low-income persons in a variety of ways
- ☒ Sustainability → improve the overall viability of communities (blight elimination, LMI benefits, etc.)

PART C – FUNDING INFORMATION

(limit narrative responses to the space provided)

1. CDBG funds requested (minimum of \$10,000): \$27,000
2. Percent of total program/project budget that will be covered by this CDBG award: 100%
3. Is it anticipated that CDBG funding will be needed for this activity in the future? No
If so, describe the reason and plan for future funds.
N/A

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4. Amounts of prior year CDBG awards received by your department:

2025 = \$0

2024 = \$0

2023 = \$0

5. Detailed program/project budget for CDBG funds (Please be as detailed and specific as possible)

Program/Project Activity	CDBG Award Allotment
Salaries	\$
Fringe	\$
Office space (program only)	\$
Utilities	\$
Communications	\$
Copies/Printing	\$
Supplies and Materials	\$
Mileage	\$
Audit	\$
Indirect costs (specify)	\$
Other (Contractor Fees)	\$25,000
Other (Utility Disconnection Fees)	\$2,000
Other (Yard Clean Up)	\$
Other (specify)	\$
Other (specify)	\$
TOTAL:	\$27,000

6. If using the funds for wages/salaries, please list the titles of the positions and the percentage of the total wages/salary for each that will be funded by this CDBG award.

\$0

7. If the entire amount of your request is not allocated, will the activity still be possible?

And if so, how will the activity be altered to allow for the smaller award?

No, the property will remain a blight.

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8. **SPECIFIC** major sources that will/may also fund this program/project in 2026:

Leverage Source (i.e. general funds, capital funds, etc.)	Amount	Status
a) None	\$	(select one)
b)	\$	(select one)
c)	\$	(select one)
d)	\$	(select one)
e)	\$	(select one)

9. **Describe your efforts to secure additional/complementary funding for your program/project. If this program/project will generate program income, please note the amount and how it will be spent.**

Project will result in the property being redeveloped. Once the site is cleared a new house will eventually be built. The property will then generate tax revenue and increase the property values of the neighboring properties.

PART D – PROJECT DESCRIPTION

(limit narrative responses to the space provided)

1. **Describe the activities to be carried out through this grant request and how this activity relates to the mission of your department and the City.**

This project at 1531 N. Charolette St. is in the low- and moderate-income area. The house was damaged by fire on March 5, 2024. The owner had insurance, however, the claim made by the owner was denied because the owner started the fire intentionally. The owner is currently institutionalized and is being treated for mental illness. The owner's son subsequently used the home to store stolen items and was arrested and charged with multiple crimes and is currently incarcerated. City staff is working with a liaison at Outagamie County Department of Human Services to correspond with the owner. The owner currently is not able to make his own decisions. Due to the inability of the owner to resolve the issues at this property, the City of Appleton is taking an active role in resolving the blight that this property is causing in the neighborhood.

2. **Describe how the project meets the national objective and how it fits into the program category, both chosen above (Part B).**

The target population is the property owners in the block around this property, which is in the low- and moderate-income area.

3. **Identify the projected target population the proposed CDBG-funded program/project will serve (if applicable) (i.e. age, race, residency, disability, income level, other unique characteristics/information).**

This situation is unique due to the circumstances and the condition of the owner. Typically, the insurance company would provide the resources to demolish or rebuild a property damaged by fire.

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4. Describe how this program/project is unique and/or coordinates with others to avoid duplication of services and meets the high priority needs of the community as chosen in Part B.

This situation is unique due to the circumstances and the condition of the owner. Typically, the insurance company would provide the resources to demolish or rebuild a property damaged by fire.

PART E – OUTCOMES

(limit narrative responses to the space provided)

1. Describe how the potential CDBG-funded program relates to the outcome chosen above (Part B).

The potential CDBG funds will remove the debris from the rear yard and remove a blighted property. Once the property is removed, a new house will likely be constructed in the future, which will revitalize the neighborhood.

2. Briefly describe data that will be collected and/or analysis used to measure success in achieving the objective and outcome identified above (Part B) for the target population.

The assessed value of the current house, which the City Assessor's Office lists as \$20,000, will be increased significantly once a new house is built in the future.

PART F – ATTACHMENTS

1. Please attach the following information relating to your program/project:

- ☐ Detailed Full Budget Breakdown (most current)
- ☐ Department Structure Chart
- ☐ Descriptive Material (brochures, flyers, fact sheets, etc.)

PART G – AUTHORIZATION

Name of Department Head

Title of Department Head

Signature of Department Head

Date

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EXHIBIT A: FY 2025 Income Limits Documentation System

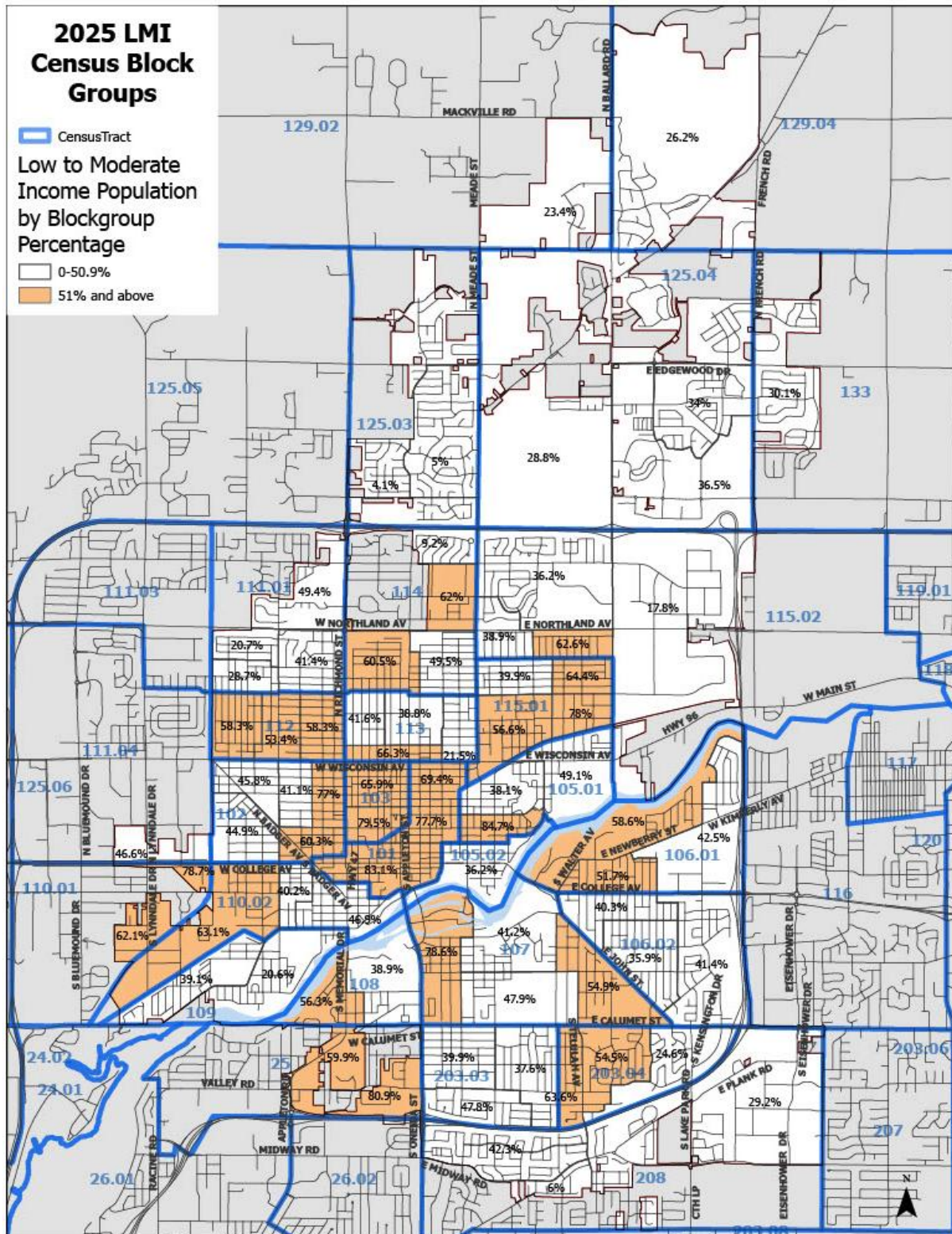
Appleton, Wisconsin MSA

FY 2025 Income Limit Category	1 person	2 person	3 person	4 person	5 person	6 person	7 person	8 person
Extremely Low	\$23,450	\$26,800	\$30,150	\$33,450	\$37,650	\$43,150	\$48,650	\$54,150
Low (50%)	\$39,050	\$44,600	\$50,200	\$55,750	\$60,250	\$64,700	\$69,150	\$73,600
Moderate (80%)	\$62,450	\$71,400	\$80,300	\$89,200	\$96,350	\$103,500	\$110,650	\$117,750

NOTE: The Appleton, WI MSA contains the following areas: Calumet County, WI; and Outagamie County, WI.

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EXHIBIT B



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EXHIBIT C: Priority Needs – City of Appleton

As an Entitlement Community, the City of Appleton provides grant assistance for local projects through use of Community Development Block Grants (CDBG). Each year, organizations may apply for funding to implement activities that meet the goals and objectives as defined in the City's Five-Year Consolidated Plan. The priority needs for 2025-2029, around which these goals revolve, are included in the following table:

Goals and Outcomes Summary

Strategic Plan 5-year Goals and Outcomes	
5-Year Goals	5-Year Outcomes
Improve & maintain housing stock	155 owner-occupied homes rehabilitated 15 renter-occupied units rehabilitated
Homebuyer Assistance	30 first-time homebuyers receive downpayment assistance
Acquisition for new housing	5 vacant or dilapidated lots acquired for new housing units
Public facilities improvements	1,000 persons assisted through facility improvement activities by City Departments and external community-based organizations
Neighborhood revitalization	2,500 persons assisted through various public facility improvements at the neighborhood level
Public services	2,500 persons assisted through public service activities

Budget for Demolition of 1513 N. Charlotte St.

\$ 25,000.00	Contractor Fees	
\$ 2,000.00	Utility Disconnects	
\$ 27,000.00		Total