



MEMORANDUM

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

TO: Community and Economic Development Committee
FROM: Nikki Gerhard, Community Development Specialist
DATE: September 14, 2022
RE: City Program Funding Approval and City Proposals for 2023 Community Development Block Grant (CDBG) Funding

Per City of Appleton CDBG Policy, the process of allocating 2023 CDBG funds has begun. An award estimate of \$589,453 was budgeted for the 2023 Program Year. \$589,453 is only an estimate and is subject to change upon adoption of the Federal budget. Also, according to City CDBG Policy, the CEDC must approve allocations for City Programs. Those proposed amounts total \$128,829 and are listed in the 2023 Budget as follows:

Housing Rehabilitation Loan Program - **\$45,000**

*CDBG Administrative Costs for the Community and Economic Development Department - **\$83,829**

*includes funding for provision of HUD required Fair Housing Services

The Appleton Housing Authority is not seeking additional funds for the 2023-2024 program year. Per an email communication dated August 25, 2022, “due to the large amount of program income on hand, along with current contracts, the AHA is not seeking funding but would appreciate being notified of the 2024-2025 program year grant application process.”

The balance of funds, \$460,624, is first made available to City departments and then community partners. Proposals from City departments were due August 31, 2022. No applications were submitted.

CEDC is asked to make a recommendation to Common Council for the proposed allocations for City programs. Following CEDC and Council approval of City program funding, the next step in the CDBG allocation process are applications from community partners. Per the Community Development Block Grant Policy, after all community partner applications have been received (due September 30, 2022) and determined eligible, CEDD staff will supply the CDBG Advisory Board with the applications and all appropriate guidelines along with a summary of each proposal and an explanation of the proposal score sheet.

These packets of information are expected to be distributed to the Advisory Board members on Monday, October 3, 2022. Board members are asked to allocate funding among the applicants and return their allocations to CEDD staff who will compile all results and will present allocation recommendations at an Advisory Board meeting on October 25, 2022, during which allocation amounts will be finalized based on the anticipated projected award. Funding recommendations from this Board will be presented as an action item to the CEDC on November 9, 2022. CEDC’s recommendation will then be presented to the Common Council for final approval.

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