

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The primary goal of the City of Appleton's Community Development Block Grant (CDBG) program is *to develop a viable urban community through the provision of decent housing, suitable living environments, and economic opportunities*, namely for low- and moderate-income persons. The City received a 1% increase in its CDBG funding from the previous year, with a total allocation of \$573,200. The City kicked off the allocation process with its allocations to ongoing City projects and programs, and City Departments. During the competitive external application process for non-profit subrecipients, the City received three applications for non-public service programs and six applications for public service programs. Each of these applications represented priority areas from Appleton's 2020-2024 Consolidated Plan, including providing public services for youth, small business development, fair housing services, affordable housing options, supportive services for homelessness, and housing rehabilitation. In total, Appleton was able to provide \$358,391 in non-public services assistance and \$85,980 in public-services assistance, in addition to the \$128,829 spent on City-projects and initiatives. Nearly 87% of the total award benefitted low-and moderate-income individuals and families in the City of Appleton.

City of Appleton's Homeowner Rehabilitation Loan Program (HRLP): This funding enabled Appleton's Housing Coordinator to assist with rehabilitation of 16 housing units, with one duplex, for 15 total households. These households are all low- to moderate-income homeowners and the rehabilitation efforts help keep the housing decent, safe, and sanitary, and up to code compliance and lead safety standards.

Appleton Housing Authority: CDBG funding provided for Homebuyer Assistance during PY2021 and 2022 was expended during PY2023. This program provides income-qualified, first-time homebuyers in Appleton with downpayment and rehabilitation assistance, as well as homeowner counseling. The Housing Authority expended \$41,170 during the 2023PY, fulfilling their 2022 allocation.

Boys and Girls Club of the Fox Valley: funding to provide street outreach services to homeless youth. Boys and Girls Club experienced staff turn-over that led to them terminating the project in August of 2023, and remitting the remaining funding to the City of Appleton. Boys and Girls Club was able to serve 11 clients during the time the program was active.

Habitat for Humanity of the Greater Fox Cities Area: funding to acquire and renovate three properties for three low- and moderate-income households to buy under their affordable homeownership program. Thus far, Habitat has acquired three properties, completed renovations on one property, and have selected families for two of the houses.

LEAVEN: funding to assist with emergency payments to stabilize households and avoid homelessness. LEAVEN provided short-term rental assistance to 37 households in Appleton, with an average assistance payment of \$335.

Metropolitan Milwaukee Fair Housing Council (MMFHC): MMFHC's satellite office, the Fair Housing Center of Northeast Wisconsin (FHCNW), is a yearly recipient of CDBG dollars to conduct required Fair Housing services on behalf of the City of Appleton. MMFHC received \$25,000 to provide fair housing services.

Pillars: funding to provide homelessness prevention and diversion services which assisted 13 households consisting of 42 total people through a case management program that offers both financial assistance and life-skills building.

Rebuilding Together Fox Valley: funding to provide households in Appleton with home modifications and repairs at no-cost to the low income households, who otherwise do not qualify for loans and cannot afford the repairs on their own. RTFV was able to provide repairs and modifications to 16 households, with a total of 146 different modifications and repairs completed.

Salvation Army of the Fox Cities: funding to provide short-term rental assistance and case management services, to help households retain their current housing and improve other, non-housing outcomes through, such as employment status improvements. SAFC was able to provide assistance to five households, consisting of 15 total people.

Wisconsin Women's Business Initiative Corporation (WWBIC): funding to provide economic development services to small businesses in the City of Appleton. During the 2023PY, WWBIC served 23 clients, with 15 of those clients low- and moderate-income. Additionally, through their business development efforts, WWBIC was able to assist in the creation of 3 (2 LMI) full time equivalent (FTE) jobs, and retain 32 (26 LMI) FTE jobs, and 32 (21 LMI) part time jobs, representing 67 total jobs created or retained.

CDBG-CV: In addition, **Pillars** is still expending their remaining CDBG-CV funding for their Winter Shelter Overflow Program, which provides motel rooms to households experiencing homelessness when their shelter is full during the months of October through April, as well as their Seven Days of Service Program, which allows them to keep their Adult Shelter open through the weekends. Pillars was able to serve 379 clients between these two projects. Pillars expended \$143,900.15 in CDBG-CV dollars this program year.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Acquisition for new housing	Affordable Housing	CDBG: \$	Homeowner Housing Added	Household Housing Unit	5	5	100.00%			
Administration	Administration	CDBG: \$	Other	Other	5	5	100.00%			
Economic Development	Non-Housing Community Development	CDBG: \$19259 / CDBG-CV1: \$	Businesses assisted	Businesses Assisted	4	4	100.00%			
Economic Development	Non-Housing Community Development	CDBG: \$19259 / CDBG-CV1: \$	Other	Other	0	0		18	23	127.78%
Homebuyer assistance	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0				
Homebuyer assistance	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	25	9	36.00%			
Improve & maintain housing stock	Affordable Housing Non-Homeless Special Needs	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	180	97	53.89%	33	40	121.21%

Neighborhood Revitalization	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	6000	0	0.00%			
Public facilities improvement	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1300	78	6.00%			
Public services	Homeless Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	200	435	217.50%	0	0	
Public services	Homeless Non-Homeless Special Needs	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		106	484	456.60%
Public services	Homeless Non-Homeless Special Needs	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	1591	1023	64.30%			
Rental rehabilitation	Affordable Housing	CDBG: \$	Rental units rehabilitated	Household Housing Unit	0	0				

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	360
Black or African American	110
Asian	25
American Indian or American Native	18
Native Hawaiian or Other Pacific Islander	10
Total	523
Hispanic	56
Not Hispanic	525

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Note that an additional 58 clients who identified as multi-racial or another race were served through various CDBG programs, but could not be included due to the preset categories of this chart.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	990,546	784,810
Other	public - federal	188,892	143,900

Table 3 - Resources Made Available

Narrative

All of the 2023 program year subrecipients utilized several other funding sources for successful implementation of their programs and activities. The City of Appleton gives preference to CDBG applicants who can demonstrate well-established budgets utilizing various funding sources.

The resources directly reflected in this report include: CDBG grant awards and program income generated from the Appleton Housing Authority and the City's Housing Rehabilitation Loan Program.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

The vast majority of the activities funded during the CDBG 2023 program year were City-wide, serving any qualifying low- and moderate-income resident who resided in the City of Appleton. There were not specific geographic areas targeted for investment during the 2023 program year.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

While the City of Appleton does not implement a match requirement associated with CDBG funding, no activity or program operated solely with CDBG funding. Many of the 2022 CDBG subrecipients and CDBG-CV subrecipients utilized several other funding resources for the successful implementation of their programs.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	33	40
Number of Special-Needs households to be provided affordable housing units	0	0
Total	33	40

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	30	31
Number of households supported through Acquisition of Existing Units	3	9
Total	33	40

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City exceeded its goal to provide assistance to 33 households during the 2023 program year, and served 40 households. This included 2 households assisted by Habitat for Humanity (3 housing units acquired, one awaiting family selection), 15 households assisted through the City's HRLP, 16 households assisted by RTFV, and 6 households assisted in acquisition by the AHA.

Discuss how these outcomes will impact future annual action plans.

Appleton continues to recognize housing affordability as a major challenge to residents in our community, with the City prioritizing programs that respond to housing needs, for both rehabilitation efforts and homelessness services and prevention efforts. We are meeting our goals for the number of households to assist for both rehabilitation and homeless services and plan to continue investments into these vital services for Appleton's residents.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	331	0
Low-income	78	0
Moderate-income	27	0
Total	436	0

Table 7 – Number of Households Served

Narrative Information

All of the City of Appleton's CDBG-funded activities for the 2023 program year, with the exception of the administrative activities, benefited low- to moderate-income persons and households.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

City of Appleton employs a Coordinated Entry Specialist who has regular interactions with persons experiencing homelessness and works to get clients onto the prioritization list that agencies pull clients from. This staff person has regular communication with service providers in Appleton and is funded through a variety of funding sources including CDBG. This staff position has been immensely helpful to increase the City's capacity to assist homelessness service organizations and provide residents with connections to necessary resources.

Pillars, Inc. employs a Street Outreach Team that connects with individuals who are unsheltered or staying in a place not meant for human habitation. The Street Outreach workers, while not financially supported through CDBG funding, connect with people and build rapport to ultimately offer mainstream resources. City of Appleton also provides CDBG-CV funding for winter Motel Vouchers to ensure that individuals and families experiencing homelessness had a safe, temporary place to stay, until a more permanent housing solution was identified. Pillars is responsible for the administration of the Motel Voucher program.

LEAVEN, Inc. utilizes an intake process that identifies people experiencing homelessness and assesses their situation to determine the best course of action. Depending on their ability to maintain housing, they are referred to a local/regional shelter or are assisted with securing permanent, affordable housing. Occasionally, and under extenuating circumstances, LEAVEN will assist with a short-term motel stay to get the household off the streets.

Additionally, **Salvation Army, Pillars, LEAVEN, City of Appleton**, and many other organizations in the area participate in Coordinated Entry to identify residents in need of housing services and are members of the Fox Cities Housing Coalition, which provides an opportunity for service providers to strengthen their connections and service provision.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Appleton continued as the fiscal administrator for the Fox Cities Continuum of Care Rapid Re-Housing programs and the State of Wisconsin Emergency Homeless and Housing programs, serving as the lead agency and administering funds to Pillars Inc, Salvation Army of the Fox Cities, Harbor House, and ADVOCAP. Pillars and Salvation Army both received 2023 CDBG Entitlement funding and Pillars received CDBG-CV funding, in an effort to maintain housing units and programs addressing the needs of individuals and families experiencing homelessness in the Appleton community.

LEAVEN collaborated closely with staff from local shelters and transitional programs to address the needs of people experiencing homelessness. COTS and Christine Ann Domestic Abuse Services offer part-time, onsite services in the LEAVEN Community Resource Center, and proposals to expand and offer a satellite office near-downtown Appleton are being considered. In addition to efforts to connect clients to programs and services externally, LEAVEN receives referrals and coordinates efforts to secure housing or provide financial assistance for a motel stay to households experiencing homelessness.

Pillars Inc operated two emergency shelters and a resource center, providing temporary shelter to both households with and without children. The Adult and Family Shelter served as a 24-hour shelter for households with and without children who were experiencing literal homelessness. The Adult Shelter served as a nighttime shelter only for households without children. Both shelters provided case management, access to supportive housing, and referrals to mainstream and specialized resources based on client need. Additionally, Pillars offered supportive housing programming to households experiencing homelessness, including households with children, household without children, survivors of domestic violence, veterans, and chronic homelessness.

Salvation Army of the Fox Cities' Housing Retention Program, previously funded by CDBG funding, offered up to 18 months of financial support and case management for families who were at-risk of becoming homeless. The assistance and case management allowed households to maintain their current housing while stabilizing their situation and preventing homelessness.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

While all 2023PY CBDG subrecipients focused their programs and efforts on serving low- and moderate-income families and individuals, several community agencies focused on preventing families and individuals from experiencing homelessness.

LEAVEN's financial assistance helped maintain and secure housing, thereby preventing homelessness in most instances. LEAVEN's resource coordination connected clients to programs and services that addressed both short and long-term barriers to housing and economic stability.

Salvation Army of the Fox Cities' Housing Retention Program, previously funded by CDBG funding, offered up to 18 months of financial support and case management to families who are at-risk of becoming homeless. This assistance and case management allowed households to maintain their current housing while stabilizing their situation and preventing homelessness.

The Prevention and Diversion Program at **Pillars, Inc.**, previously funded by CDBG funding, is a case

management program that offered security deposits and rental assistance on a short-term basis for households imminently at risk of becoming homeless throughout the 2023 program year. The program provided coaching, advocacy, support, and connection with clients as a means to further their journey toward healthy interdependence. By following a strengths-based, client-centered approach, Pillars was able to prevent these households from becoming homeless and entering a shelter.

Rebuilding Together Fox Valley played an important role in preventing homelessness by assisting low-income homeowners in addressing critical home modifications and repairs that impacted the health and safety of occupancy. To qualify to receive services from Rebuilding Together, homeowners must have a household income that is below 80 percent of the county median income, and do not qualify for other community assistance programs. When forced to make decisions between providing necessities to the household, such as food, healthcare, etc- and repairing their home, homeowners defer the necessary home maintenance just to survive another month. The condition of the home continues to deteriorate month after month, until the home becomes a health and/or safety hazard.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City of Appleton collaborated with several CDBG subrecipient organizations through the Fox Cities Housing Coalition, ensuring that a continuum of care strategy was implemented and executed appropriately in the community. Reports and local data indicate that individuals and families experiencing chronic homelessness in the Appleton community continued to be a concern. As a result, the City of Appleton worked closely with partners, including Pillars, Salvation Army, Habitat for Humanity, Rebuilding Together Fox Valley, LEAVEN, and ADVOCAP, to incorporate additional permanent supportive housing options into the community, which included successfully retaining additional federal funding to this cause.

LEAVEN's High-Risk Prevention Program addressed the needs of individuals imminently at-risk of homelessness because of the magnitude of their crisis or their chronic inability to meet their own basic needs. Case plans were written, goals were established, and expectations were set to promote self-sufficiency and prevent future episodes of homelessness. LEAVEN often partnered with other agencies, such as Fox Valley Veterans Council, Pillars, St. Vincent de Paul, Neenah-Menasha Emergency Society, Appleton Alliance Church, and other local churches to assist at higher levels to reduce a household's length of homelessness if not entirely.

Pillars, Inc. With the return of funding from the ADVOCAP contact, Pillars was able to continue with both their Winter Overflow Shelter Program and their 7 Days of Service Program, which allowed Pillars to increase shelter capacity from October to April, utilizing motel rooms as well as increasing their Adult

Shelter housing to be open 24/7 during the winter months.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

While the City of Appleton worked closely with the Appleton Housing Authority to address issues related to affordable housing, no portion of the 2023 CDBG funds were directly used to create or address needs of their public housing stock.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The **Appleton Housing Authority's** Homebuyer Program markets to other AHA programs, including the Family Self-Sufficiency and Public Housing Family programs. The Homebuyer Program Manager worked with the Family Self-Sufficiency Program Support Specialist to provide pre-purchase goal planning for program participants.

Actions taken to provide assistance to troubled PHAs

The Appleton Housing Authority was not designated as a trouble housing authority.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The **City of Appleton** worked closely with developers and homeowners that encountered barrier to affordable housing and guided them through any administrative channels they could utilize to overcome those barriers. Additionally, the Mayor's office set up a **Housing Development Task Force** to assess potential City-policy updates that could be made to improve the housing development approval process and how the City can be proactive in achieving its development and housing availability goals in the coming years.

The **Housing Rehab Loan Program** helped property owners to maintain their homes so they could continue to live in the home most affordable to them. Many of the assisted homeowners had satisfied their mortgage, or had a low mortgage payment. With increased rent and an extremely competitive rental market, for most, homeownership is a better option for long-term affordability and stability. The City was able to assist 15 households this program year through the Housing Rehab Loan Program.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

Pillars maintains more than 140 affordable housing units in their housing portfolio, and oftentimes include significant supportive services as a condition of the rental lease agreement. This includes units to serve young adults suffering from mental health issues, units to serve chronically homeless households, and several SRO properties primarily serving clients who are currently homeless. Additionally, Pillars will accommodate any reasonable request for accommodations as necessary.

Rebuilding Together Fox Valley is the only agency in the area that provides home repairs at no cost to the homeowner. Many homeowners do not have the financial capacity or credit worthiness to afford loans to pay for expensive and extensive home repairs. RTFV makes it possible for low-income homeowners, primarily elderly, disabled, and veterans, to live in a safe and healthy home. RTFV helped preserve the stock of affordable housing available to low-income homeowners and homebuyers before the homes became a health and safety hazard.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

In all instances of affordable housing rehabilitation projects, including the **Appleton Housing Authority**, **Rebuilding Together Fox Valley**, **Habitat for Humanity**, and the **City of Appleton's Housing Rehabilitation Loan Program**, the units were inspected under multiple assessments, including lead risk. If lead hazards did exist, the organization was required to address the hazards as part of the rehabilitation, and at project completion, conduct clearance tests to ensure the unit was lead safe.

The **Appleton Housing Authority** Homebuyer Program Manager holds a certificate for Housing Quality Standards (HQS) inspection. Prior to purchase, all homes received an HQS inspection. Additionally, the AHA contracts with licensed lead clearing companies to test for lead presence in the homes. If lead hazards were identified, remediation was included in the rehabilitation component of the program. 80% of the households that were assisted with AHA Homeowner Rehabilitation during the 2023PY required remediation of lead hazards.

Pillars ensures that all units meet HQS requirements and provides necessary lead remediation services prior to tenant move-in.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The **Appleton Housing Authority** and **Habitat for Humanity** each provided mechanisms for breaking the cycle of poverty through their affordable homeownership programs. Obtaining a mortgage and affordable home for many low- to moderate-income families provides some stability with a lower cost of living and community investment. Additionally, Habitat offered supportive services to all families including job coaching, budget counseling, and provided access to education.

LEAVEN's Community Resource Center was specifically created to help clients transition from crisis management to self-sufficiency, and reduce the number of poverty-level families in the Appleton community. The Center incorporates an innovative service delivery model, ensuring the ability to address client challenges in a more comprehensive and systemic way. LEAVEN's community partners share the belief that together, a greater social change can be created than would be possible by an individual organization working alone. The Center's integrated support system provided a more holistic approach, inspiring people to improve their lives, realize their potential, and envision a better future for themselves and their families.

The safe, decent and affordable housing provided by **Pillars** helped households in poverty create a more stable life, and gain access to resources such as education, budgeting, employment and health and wellness. Clients were encouraged to collaborate with program case managers to generate goals and work plans toward achieving self sufficiency.

Rebuilding Together Fox Valley alleviated the expenses of home repairs for 16 households by providing services at no cost to the homeowner. This allowed the household to redirect their money to other essential needs.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

Public institutions, non-profit organizations, and private companies comprise the institutional structure that supports the City of Appleton's community development activities, specifically as they relate to CDBG. The City of Appleton, as the major public sector component, served as the lead fiscal and administrative agent for all community development grant programs, including the Community

Development Block Grant (CDBG) program, Continuum of Care/Permanent Supportive Housing program (COC PSH), and the Emergency Housing and Homeless program (EHH). The Community and Economic Development and Finance Departments worked together to administer these grants.

Through an active membership of the Fox Cities Housing Coalition- which is comprised of nonprofit and supportive service agencies in the community- the City of Appleton continued to encourage open lines of communication and discussion regarding community development needs in the area. Nearly all subrecipients funded during the 2023PY are active members of the Fox Cities Housing Coalition, which helps to coordinate and maintain the institutional structure of the community's continuum of care.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The Fox Cities Housing Coalition continued to coordinate efforts between public and private housing providers and social service agencies. Each member agency in the Coalition worked to ensure that all individuals- whether homeless, imminently at-risk of homelessness, or in need of affordable housing, or services- were provided the shelter and support necessary. This network ensures efficiency and effectiveness among the programs offered in the community, and makes every effort to eliminate duplication or redundancy.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The following impediments to fair housing were identified through the Metropolitan Milwaukee Fair Housing Council's research and interviews in 2019. City of Appleton is working to update the analysis of impediments plan during the year of 2024.

The City of Appleton contracted with the Metropolitan Milwaukee Fair Housing Council's satellite office, the Fair Housing Center of Northeast Wisconsin (FHCNW) to conduct various fair housing program activities during the 2022-2023 contract year. These activities included:

Fair housing complaint intake, case management, and investigative services. FHCNW conducted intake of fair housing complaints from a total of five (5) individuals in the City of Appleton. All complainants were provided with technical assistance as to their rights under federal, state, and local fair housing laws. FHCNW provides investigative services on a case-by-case basis in response to complaints, as well as additional case management services to complainants and formal referrals to administrative enforcement agencies when warranted.

Information and referral services. FHCNW provided informational and referral services to 30 individuals with non-fair housing inquiries, including but not limited to topics such as tenant rights, subsidized housing, lease-related questions, repair concerns and evictions. Referrals were made to organizations such as the Tenant Resource Center, the State of Wisconsin Department of Agriculture, Trade and

Consumer Protection, and Legal Action of Wisconsin.

Technical assistance. MMFCH provided five (5) individuals with technical assistance during the 2023 program year. This technical assistance focused on protections and obligations under federal, state, and local fair housing laws.

Fair housing presentations. FHCNW conducted three (3) fair housing presentations to 83 individuals in the City of Appleton, covering topics such as the protected classes and prohibited practices under federal, state, and local fair housing laws, contemporary forms of housing discrimination, and remedies to individuals who may have experienced illegal discrimination.

Fair housing training. A fair housing training seminar for owners and managers of rental property in the City of Appleton was hosted on March 21, 2024. Two (2) individuals attended this training

Interagency meetings. FHCNW consistently participated in the local Fox Cities Housing Coalition, as well as the Appleton-based Multicultural Communications Committee. FHCNW attended six (6) FCHC meetings, and seven (7) Multicultural Communications Committee meetings. During these meetings, staff takes the opportunity to recruit volunteers, disseminate fair housing information, learn about housing trends and concerns observed by other professionals in the area, and build relationships with other organizations.

Distribution of fair housing materials. Throughout the grant year, FHCNW distributed fair housing education materials that describe the protected classes and prohibited practices. A total of 2,833 fair housing information materials were disbursed between 13 organizations and agencies.

Impediment 1: Private market housing discrimination	Housing discrimination complaint data verifies that discrimination is occurring based on many different protected classes
Impediment 2: Affordable housing location	The location of affordable housing can contribute to segregation or integration, as well as the access a person has to opportunities such as education or employment
Impediment 3: Lack of affordable, accessible housing	
Impediment 4: Private market refusal to permit accommodations/modifications	
Impediment 5: Lending discrimination and disparities	Persons of color received a disproportionately low share of loan originations
Impediment 6: Critical shortage of affordable rental housing and limited housing assistance	

Table 8 - 2019 Appleton Analysis of Impediments to Fair Housing Results

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Ensuring that CDBG funds are utilized efficiently and effectively is continuous throughout each program year. The procedures associated with monitoring activities and assuring that the activities are meeting objectives and goals set forth in the 2020-2024 Consolidated Plan are initiated during the annual application process.

During Fall 2022, applications were received and reviewed for eligibility by staff in the City of Appleton's Community and Economic Development Department. An Advisory Board, comprised of City Council members, City Committee members, and community agency members with experience in grant awarding were responsible for identifying which eligible activities proposed met the greatest need in the community. Recommendations by the Advisory Board were then approved by the City of Appleton's Community and Economic Development Committee, and then the City Council.

Meeting high priority needs and objectives, as identified in the 2020-2024 Consolidated Plan, was emphasized to both applicants and reviewers, magnifying the importance the City of Appleton places on community-identified needs and priorities.

Throughout the 2023 CDBG program year, awarded subrecipients submitted accomplishment reports and payment requests documenting the progress made by their activities. These reports and requests were used by City of Appleton staff to track activity accomplishments, expenditure accuracy, and record keeping. Sufficient documentation, reasonable expenses, and qualifying activities were evaluated. Failure to submit, or identified discrepancies in any of these areas, also triggered additional technical assistance and/or monitoring

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Citizens were provided with two separate opportunities for public comment: a 15-day public comment period and a public hearing at a regularly-scheduled meeting of the City of Appleton's Community and

Economic Development Committee. The public comment period was open May 17, 2024 to June 3, 2024, and the public hearing was held during the June 12, 2024, Community and Economic Development Committee meeting. Comments and views of citizens were taken into account and included within the CAPER, as appropriate.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

There are no planned changes to Appleton's program objectives at this time.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

There are no planned changes to Appleton's program objectives at this time.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 9 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Other.					
--------	--	--	--	--	--

Table 10 – Qualitative Efforts - Number of Activities by Program

Narrative