



## MEMORANDUM

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

TO: Community and Economic Development Committee  
FROM: Olivia Galyon, Community Development Specialist  
DATE: October 18, 2023  
RE: City Program funding approval and City Proposals for 2024 Community Development Block Grant (CDBG) Funding

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Per City of Appleton CDBG Policy, the process of allocating 2024 CDBG funds has begun. An award estimate of \$576,900 is anticipated for the 2024 Program Year. \$576,900 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 \$190,000, and are identified as follows:

Housing Rehabilitation Loan Program - **\$0**

Neighborhood Program - **\$40,000**

Appleton Housing Authority - **\$50,000**

\*CDBG Administrative Costs for the Community and Economic Development Department - **\$100,000**

\*includes funding for provision of HUD required Fair Housing Services

The remaining balance of funds, \$386,900, is made available first to City departments and then community partners. Appleton Police Department and the Health Department continue to have conversations regarding potential project(s) that may use CDBG and/or American Rescue Plan Act (ARPA) funding. The best source of funding needs to be determined. Should a CDBG request be derived from these departments, we expect it to occur in the next one-two months.

Following CEDC and Common Council action on City program funding and City Department application(s), the next step in the CDBG allocation process includes applications from community partners. After community partner applications have been received (due November 10, 2023) and eligibility is determined, CEDD staff will supply the CDBG Advisory Board with the applications, appropriate guidelines, and a scoring sheet. These packets of information are expected to be distributed to the Advisory Board members in November. 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, 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 at a subsequent meeting. 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 [olivia.galyon@appleton.org](mailto:olivia.galyon@appleton.org). Thank you!