



MEMORANDUM

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

TO: Community and Economic Development Committee
FROM: Roxy Schmidt, Community Development Specialist
DATE: July 29, 2013
RE: Public Hearing for Substantial Amendment to the 2013 Annual Action Plan

The City of Appleton prepared its Annual Action Plan as required by the U.S. Department of Housing and Urban Development (HUD), stipulated in the Code of Federal Regulations 24 CFR 21.220. The Annual Action Plan lists the Community Development Block Grant (CDBG) activities the City of Appleton will undertake in program year 2013 (4/1/2013 – 3/31/2014) to address the priority needs and specific objectives identified in the Five-Year Consolidated Plan for 2010-2014.

The amount of the grant funds actually awarded to the City was over 15% more than the estimate used in preparation of the annual action plan. According to the City's Citizen Participation Plan for the CDBG Program, this difference constitutes a substantial amendment and requires a public comment period and committee review and approval.

The general public has a period of 30 days – July 19, 2013 to August 18, 2013 – to offer input regarding the amendment. Written comments may be submitted via email to roxann.schmidt@appleton.org or via U.S. Mail to: City of Appleton – Community and Economic Development Department; 100 North Appleton Street; Appleton, WI 54911.

A public hearing held at a regularly scheduled committee meeting is also required. The City shall consider all public input received before preparing its final submission, in addition to providing HUD with a summary of such comments as they relate to the substantial amendment to the 2013 Annual Action Plan. Interested parties can view the amendment brought to the CEDC on July 29th at the following locations: City of Appleton Community and Economic Development Department on the Fifth Floor of City Hall, 100 N. Appleton Street; or at www.appleton.org. The approved Annual Action Plan for program year 2013, and the addendum is available online at www.appleton.org, under the Grants Administration on the Community and Economic Development Department page.