



# MEMORANDUM

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

TO: Community and Economic Development Committee  
FROM: Nikki Gerhard, Community Development Specialist  
DATE: September 8, 2021  
RE: City Program Funding Approval and City Proposals for 2022 Community Development Block Grant (CDBG) Funding

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Per City of Appleton CDBG Policy, the process of allocating 2022 CDBG funds has begun. An award estimate of \$599,710 was budgeted for the 2022 Program Year. \$599,710 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 \$203,479 and are listed in the 2022 Budget as follows:

Housing Rehabilitation Loan Program - **\$120,000**

\*CDBG Administrative Costs for the Community and Economic Development Department - **\$83,479**

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

Staff continues to work with the Appleton Housing Authority to determine their 2022 allocation. A final proposal will be made in conjunction with the Community Partner application approvals in November 2021.

The balance of funds, \$396,231, is first made available to City departments and then community partners. Proposals from City departments were due August 31, 2021. 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, 2021) 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 4, 2021. 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 26, 2021, 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 10, 2021. 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](mailto:nikki.gerhard@appleton.org). Thank you!