



MEMORANDUM

"...meeting community needs...enhancing quality of life."

TO: Community and Economic Development Committee (CEDC)
 FROM: Roxy Schmidt, Community Development Specialist
 DATE: September 23, 2013
 RE: CDBG 2013 Funding Allocation

On May 29, 2013, the City of Appleton received notice via email from HUD's Milwaukee office that Appleton's CDBG allocation for Program Year 2013 was \$523,133. For budgeting and reporting purposes, the City had estimated the award to be \$430,000. This number was based on past award amounts and the downward trend of award amounts in the past three years. The following table shows the allocations that have already been approved by CEDC and Common Council:

2013 CDBG Approved Allocations		
Organization/Program Type	Program Type	Award
City of Appleton <i>CDBG Administration</i>	administration	\$ 25,000
City of Appleton <i>Fair Housing Services</i>	administration	\$ 22,000
City of Appleton <i>Homeowner Rehabilitation Loan Program</i>	housing	\$ 225,000
City of Appleton <i>Neighborhood Revitalization Program</i>	public facilities/ economic development	\$ 40,000
Appleton Housing Authority <i>Homebuyer Program</i>	housing	\$ 60,000
FISC <i>Financial counseling</i>	public service	\$ 10,000
Harbor House <i>Shelter and assistance for victims of domestic abuse</i>	public service	\$ 15,000
Emergency Shelter of the Fox Valley <i>Rehabilitation of shelter</i>	public facility	\$ 15,000
Housing Partnership of the Fox Cities <i>Rehabilitation of affordable rental housing</i>	housing	\$ 26,000
Greater Fox Cities Habitat for Humanity <i>Land acquisition for construction of affordable homes</i>	housing	\$ 48,000
TOTAL		\$ 486,000

The following applications were received for the remaining **\$37,133**:

- **City of Appleton Parks, Recreation and Facilities Department - \$37,133**
- **Compassionate Home Health Care, Inc. - \$25,000**
- **Emergency Shelter of the Fox Valley - \$10,000**
- **Harbor House - \$10,000**
- **Sustainable Fox Valley - \$25,100**

Note: Per City CDBG Policy, \$10,000 is the smallest amount that may be requested.

Of the activities that have been proposed in the above applications, two will affect the public service cap (Compassionate Home Health Care and Harbor House). The total of the two requests is \$35,000. As shown in the table below, current allocations total 4.8% of the 15% allowed. If both requests were approved, the percentage of the CDBG award allocated to public services would be 11.5%, which is still below the 15% cap.

The caps and amounts (using \$523,133 as the award amount) are as follows:

	Maximum allowed	Currently allocated	Difference
15% Public Service Cap	\$78,470	\$25,000 (4.8%)	\$53,470
20% Administration/Planning Cap	\$104,626	\$47,000 (9.0%)	\$57,626

An outline of the proposed activities follows:

Applicant	National Objective met	Program Category	Qualifying Activity
City of Appleton	LMI Area Benefit	Public Facility	Playground equipment for Arbutus Park
Compassionate Home Health Care	LMI Limited Clientele	Public Service	Personal care services provided to adults and children with a physical, mental or emotional special need or a long-term illness
Emergency Shelter of the Fox Valley	LMI Limited Clientele	Public Facility	Rehabilitation and update of housing for chronically homeless
Harbor House	LMI Limited Clientele	Public Service	Salaries for staff to provide care for battered women and their children
Sustainable Fox Valley	LMI Area Benefit	Public Facility	Improvements to Columbus Elementary School playground

Proposal details

City of Appleton Parks, Recreation and Facilities Department

The project consists of the purchase of playground equipment designed for children ages 5-12. The equipment will be installed in Arbutus Park. \$37,133 will cover only the purchase of the equipment. The proposed output is 2,347 persons served (the population of Census Tract 103), which is designated as a low-moderate income area and the approximate service area of Arbutus Park.

Compassionate Home Health Care

Compassionate Home Health Care is a not-for-profit, Medicaid certified agency that proposes to fund staff to provide personal care, routine home care and respite services. The requested \$25,100 will be used to supplement cuts in Medicaid and Community Care funding. Services will be provided to 20 elderly or severely disabled clients residing in the City of Appleton. Services include, but are not limited to, bath care, catheter care, blood sugar testing or assistance with tube feeding.

Emergency Shelter of the Fox Valley

The project involves the rehabilitation and/or update of three apartments located at 319 North Appleton Street which are used to permanently house clients from the Shelter's Street Outreach program. One apartment will be restored to a livable standard which will allow the housing of one more person and two other apartments will get minor, but necessary, updates. \$10,000 will be used to pay for the costs of labor and materials to install new flooring, rehabilitate two bathrooms and kitchens, repair ceilings, replace appliances, install a new front door and make roof repairs. The project will serve 3-9 persons and targets those homeless individuals who have a disabling condition and who have been continuously homeless for a year or more, or who has had at least four episodes of homelessness in the past three years.

Harbor House

Harbor House's Shelter Program provides supportive emergency shelter for battered women and their children. Besides providing for basic needs, residents also receive counseling, advocacy and participate in support groups. There has been an increase in the number of residents this year which has led to an increase in staff coverage in order to provide a safe shelter environment. The estimate of City of Appleton residents to be provided services this year has increased from 300 to 350, and days of care increased to 10,000 from 8,700. This \$10,000 request would support those increased hours provided by existing part-time staff covering the shelter on evenings, overnights and weekends at an average salary of \$11.50/hour.

Sustainable Fox Valley

The project entails the renovation of the playground at Columbus Elementary School located at 913 North Oneida Street. The request of \$25,100 is proposed to be used for the installation of a 4,000 square foot artificial turf sport field, pedestrian/bike walkway and three benches. A small portion of the salary of the director of The Neighborhoods Project - a collaboration of agencies led by Sustainable Fox Valley - will also be funded. The proposed number of persons to be served is 4,000+, including 900 households located in the area served by Columbus School. This area is designated as a low-moderate income area.

Staff requests that CEDC members make funding recommendations to Common Council for the remaining \$37,133.