



MEMORANDUM

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

TO: CDBG Advisory Board
FROM: Olivia Galyon, Community Development Specialist
DATE: January 15, 2024
RE: External Proposals for 2024 Community Development Block Grant (CDBG) Funding

Per City of Appleton CDBG Policy, the CDBG Advisory Board creates funding recommendations for external CDBG applicants. The 2024PY CDBG allocation process began in September 2023 with an initial phase of City allocations and a period for City Departments to apply. The application process continued for external applicants, with eight (8) external organizations requesting CDBG funding for 2024. An award estimate of \$576,900 was budgeted for the 2024PY, based on allocation amounts in recent years. \$576,900 is only an estimate and is subject to change upon adoption of the Federal budget. The Advisory Board is providing initial funding recommendations at this time. Final award amounts may need to be adjusted and approved through a final approval process once the official CDBG allocation is received.

The City's Community and Economic Development Committee (CEDC) is responsible for approving City Department allocations. The CDBG Advisory Board makes recommendations on external partner funding, which are passed onto CEDC and Common Council for review. Prior to the convening of the Advisory Board, CEDC approved allocations to four city programs, for a total amount allocated to City programs of \$276,550. The Advisory Board shall recommend the allocation of the remaining \$300,350 to external partners.

Each year, allocations are subject to a public services cap by the US Department of Housing and Urban Development (HUD), which states that no more than 15% of a community's total allocation can go to public service activities. The public service cap for 2024 is estimated at \$86,550. A joint project between the Appleton Health Department and Police Department is a public service activity and will take up all available public service allocations from 2024PY funding.

Prior to providing the Advisory Board with the external applications, Community and Economic Development staff reviewed the applications for eligibility and compliance with CDBG regulations. Additionally, Advisory Board members reviewed and scored each external application and provided a funding recommendation. These recommendations were then aggregated to determine the average amount of funding recommended for each application. This provides a basis for the Advisory Board's discussion of the applications but is not a binding recommendation. The Advisory Board will discuss each application and should reach a consensus on the amount of funding to recommend for allocation to each project.

Based on input received from Advisory Board members and the internal review of applications, staff has identified the top projects recommended for further consideration by the Advisory Board, with a funding level recommendation for each application. Each of these projects meets CDBG requirements and is cohesive with City of Appleton goals from both the Comprehensive plan and the CDBG Consolidated Plan. Staff's initial funding recommendations are as follows:

NON-PUBLIC SERVICES		
2024 CDBG Program Year Funding		
Applicant	Requested Amount	Funding Recommendation
Habitat for Humanity	\$231,000	\$152,000
Rebuilding Together	\$100,000	\$67,000
Pillars	\$56,000	\$56,000
WWBIC	\$100,000	\$25,350
Salvation Army	\$30,625	\$0
NON-PUBLIC SERVICE TOTAL:	\$517,625.00	\$300,350.00

The Advisory Board should discuss these recommendations and can modify these figures as they see fit.

If you have any questions, please contact me at 832-6469 or olivia.galyon@appleton.org. Thank you!

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