



STATE OF WISCONSIN  
DEPARTMENT OF ADMINISTRATION

Tony Evers, Governor  
Joel Brennan, Secretary  
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**STATE OF WISCONSIN  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CORONAVIRUS (CV) ROUND 2  
CDBG CV2  
ENTITLEMENT COMMUNITY APPLICATION PROCESS**

The following outline establishes the procedure Wisconsin entitlement communities may use to apply for CDBG CV Round 2 (CV2) funding from the State of Wisconsin. The outline includes a description of application procedures and documentation as well as a timeline for application intake and project completion. As administrator of the CDBG CV2 funds the Division of Energy, Housing and Community Resources has established two options within which entitlement communities may apply for CDBG CV2 funding.

**Option 1: Utilize CDBG CV2 for Activities approved within a Substantial Amendment to a 2019 Consolidated Plan or within an Approved 2020 Annual Action Plan**

- No later than July 1, 2021: Submit a cover letter providing the synopsis of use of funds and description of projects/programs being funded. Submit your HUD approved 2019 Consolidated Plan Substantial Amendment or HUD approved 2020 Annual Action Plan which outlines the use of CDBG CV funding. DEHCR is looking for the information provided to HUD outlining the use of CDBG-CV funding for your agency's Round 1 CDBG-CV funding. If an entitlement community does not submit their Plan by July 1, 2021 those funds will be redistributed to other grantees.
- DEHCR will review your agency's submittal and issue an intent to award letter which contains a list of documents/activities to complete prior to the issuance of a grant agreement. Each entitlement community must return all pre-agreement documents within 45 days.
- DEHCR will issue a grant agreement and execute the agreement upon return of the signed document by the entitlement community. Grant agreements will be written with a two-year performance period.
- Project Implementation Begins. Grantees must demonstrate to the satisfaction of the State they have expended or fully obligated their CV1 funding prior to drawing CDBG CV2 funds from the State.

**Option 2: Utilize CDBG-CV2 for New Activities not included in a HUD approved Plan.**

- Entitlement communities may propose to use CDBG-CV2 funding for new activities not identified in their Substantial Amendment or 2020 Annual Action Plan. The Entitlement must schedule a conference call with DEHCR staff to review the proposed activity(s). DEHCR will issue a custom application to the entitlement designed for the type of project activity being proposed. The application process will be similar to the State's CDBG CLOSE program. Applications must be submitted no later than July 1, 2021. If an

entitlement community does not submit their Plan by July 1, 2021 those funds will be redistributed to other grantees.

- Entitlement applicants will submit the completed application to DEHCR for review. DEHCR will contact the applicant if modifications or corrections are needed.
- DEHCR will issue an award letter and the grantee will have 45 days in which to return pre-agreement documents.
- DEHCR will issue a grant agreement and will execute the agreement upon return of signed document by the entitlement community. Grant agreements will be written with a two-year performance period.
- Project Implementation Begins. Grantees must demonstrate to the satisfaction of the State they have expended or fully obligated their CV1 funding prior to drawing CDBG CV2 funds from the State.

Funding available to each entitlement is as follows:

Dane County	\$310,573.26	Milwaukee City	\$4,069,176.26
Milwaukee County	\$421,697.04	Neenah City	\$54,538.92
Waukesha County	\$366,022.10	Oshkosh City	\$210,269.89
Appleton City	\$148,007.08	Racine City	\$471,171.71
Beloit City	\$163,320.97	Sheboygan City	\$229,479.30
Eau Claire City	\$134,550.00	Superior City	\$177,501.82
Fond du Lac City	\$142,584.55	Wausau City	\$157,932.02
Green Bay City	\$253,062.34	Wauwatosa City	\$252,560.42
Janesville City	\$121,727.86	West Allis City	\$323,847.17
Kenosha City	\$278,759.32		
La Crosse City	\$220,567.97		
Madison City	\$493,376.92		