



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
www.appleton.org

## Meeting Agenda - Final CDBG Advisory Board

---

Monday, March 13, 2023

12:00 PM

Council Chambers, 6th Floor

---

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
4. **Public Hearings/Appearances**
5. **Action Items**

[23-0250](#)

Discuss and recommend revised 2023-2024PY Community Development Block Grant (CDBG) funding

**Attachments:** [Alloc Recs Memo - 2023 Final Award.pdf](#)

[2023 CDBG Community Partner Award Recommendations Updated.pdf](#)

[2023 CDBG Simple Summary Award Recommendations Updated.pdf](#)

6. **Information Items**
7. **Adjournment**

*Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.*

*Any questions about items on this meeting are to be directed to Kara Homan, Director, Community and Economic Development Department at 920-832-6468.*

*Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.*

*\*We are currently experiencing intermittent issues/outages with our audio/video equipment. Meeting live streams and recordings are operational but unreliable at times. This is due to delays in receiving necessary system hardware components. We continue to look for solutions in the interim and we hope to have these issues resolved soon.*



# MEMORANDUM

---

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

TO: CDBG Advisory Board  
FROM: Ryne Lodl, Interim Community Development Specialist  
DATE: March 13, 2023  
RE: Final Award Recommendations for 2023 Community Development Block Grant Funding

---

The City of Appleton CDBG HUD award was recently announced, with the City of Appleton allocated \$573,200 for the 2023 program year. This is 1.2% higher than the 2022 allocation (\$565,800) but is \$16,253 lower than the anticipated FY2023 allocation (\$589,453), based on the average allocation of the past three years.

The FY2023 preliminary awards were approved in November 2022, totaling the \$589,453 (City programs and sub recipients combined).

**Staff recommends the following reduction of \$16,253, proportional for non-city programs as follows:**

***1. Reduce the Public Service Allocations by \$2,437, split proportionately between the four recipients***

The Public Service Category cannot exceed 15% of the total allocation. Previously, \$88,417 was allocated to this category. This amount would now be 17.8% of the total allocation. With the reduction in the allocation, the 15% cap would be \$85,980.

To account for the \$2,437 difference, a 2.76% reduction was applied evenly to the four recipients. The results of the 2.76% reduction are noted below.

\$1,378 reduction to the preliminary allocation of Boys & Girls Club of the Fox Valley

\$353 reduction to the preliminary allocation of LEAVEN, Inc.

\$353 reduction to the preliminary allocation of Salvation Army of the Fox Cities

\$353 reduction to the preliminary allocation of Pillars, Inc.

***2. Reduce the Non-Public Service Allocations by \$13,816, split proportionately between the three recipients***

With the reduction of \$2,437 from the Public Service Category, that left a remaining \$13,816 that needed to be deducted from the Non-Public Service Category preliminary approved allocations.

To account for the \$13,816 difference, a 3.71% reduction was applied evenly to the three recipients. The results of the 3.71% are noted below.

\$8,241 reduction to the preliminary allocation of Greater Fox Cities Habitat for Humanity  
\$4,834 reduction to the preliminary allocation of Rebuilding Together Fox Valley  
\$741 reduction to the preliminary allocation of WWBIC

**Attached Documents:**

- 1.) Executive Summary of Amended Award Recommendations for 2023 CDBG Program Year
- 2.) Summary of Amended Award Recommendations for 2023 CDBG Program Year

If you have any questions, please contact me at 832-6469 or [ryne.lodl@appleton.org](mailto:ryne.lodl@appleton.org)  
Community and Economic Development Department, 100 North Appleton Street, Appleton, WI 54911

**Executive Summary of AWARD RECOMMENDATIONS  
for the 2023 CDBG Program Year**

<b>NON-PUBLIC SERVICE</b>	<b>PROJECT ACTIVITY</b>	<b>PROJECTED OUTPUT</b>	<b>FUNDS WILL BE USED TO...</b>	<b>AMOUNT REQUESTED</b>	<b>CDBG ADVISORY BOARD \$ REC</b>
Greater Fox Cities Area Habitat for Humanity	housing	2 properties rehabilitated and sold to qualified homebuyers	acquire 2 properties to do full house rehabilitation and then sell to qualified low or moderate income homebuyers	\$ 222,000	\$ 213,759
Rebuilding Together Fox Valley	housing	rehabilitation of 10 units	Community Revitalization Partnership project to a City of Appleton neighborhood	\$ 100,000	\$ 125,373
WWBIC	economic development	technical assistance to small businesses	provide business training & counseling to small business, assisting 70 individuals	\$ 75,000	\$ 19,259
				<b>\$ 397,000</b>	<b>\$ 358,391</b>
<b>PUBLIC SERVICE</b>	<b>PROJECT ACTIVITY</b>	<b>PROJECTED OUTPUT</b>	<b>FUNDS WILL BE USED TO...</b>	<b>AMOUNT REQUESTED</b>	<b>CDBG ADVISORY BOARD \$ REC</b>
Boys & Girls Club of the Fox Valley	public service	20 youth served	Fund salaries & fringes for street outreach and case management	\$ 75,043	\$ 48,622
Fox Valley Lutheran Homes	public service	120 households served	Fund salary & fringe for community resource coordinator at specific site	\$ 27,666	\$ -
Helios Heuristic	public service	80 households served	Fund salary & fringe for parent recovery specialist	\$ 40,000	\$ -
LEAVEN, Inc.	public service	93 households served	Fund Emergency Assistance Program to provide rental assistance to those at risk of homelessness	\$ 30,000	\$ 12,453
Salvation Army of the Fox Cities	public service	12 households assisted	Ffund housing retention programming and financial support for households faced with unforeseen circumstances	\$ 30,000	\$ 12,452
Pillars, Inc.	public service	125 individuals served	Fund prevention & diversion programming	\$ 50,000	\$ 12,453
				<b>\$ 252,709</b>	<b>\$ 85,980</b>

**City Programs/Appleton Housing Authority/Administration  
(previously approved)**

**\$128,829**

**CDBG Advisory Board Recommendations**

**\$444,371**

---

**\$573,200**

## AWARD RECOMMENDATIONS FOR 2023 CDBG PROGRAM YEAR

	Previously Awarded	Amended Proposal	% Reduction	\$ Reduction
<b>City Programs/Appleton Housing Authority/Administration</b>				
City of Appleton Homeowner Rehabilitation Loan Program	\$ 45,000	\$ 45,000	0.00%	\$ -
Fair Housing Services	\$ 25,000	\$ 25,000	0.00%	\$ -
Appleton Housing Authority	\$ -	\$ -	-	\$ -
CDBG Program Administration Costs	\$ 58,829	\$ 58,829	0.00%	\$ -
<b>Subtotal</b>	<b>\$ 128,829</b>	<b>\$ 128,829</b>	<b>0.00%</b>	<b>\$ -</b>
<b>Non-Public Service</b>				
Greater Fox Cities Habitat for Humanity	\$ 222,000	\$ 213,759	-3.71%	\$ 8,241
Rebuilding Together Fox Valley	\$ 130,207	\$ 125,373	-3.71%	\$ 4,834
WWBIC	\$ 20,000	\$ 19,259	-3.71%	\$ 741
<b>Subtotal</b>	<b>\$ 372,207</b>	<b>\$ 358,391</b>	<b>-3.71%</b>	<b>\$ 13,816</b>
<b>Public Service</b>				
Boys & Girls Club	\$ 50,000	\$ 48,622	-2.76%	\$ 1,378
Fox Valley Lutheran Homes	\$ -	\$ -	-	\$ -
Helios Heuristics	\$ -	\$ -	-	\$ -
LEAVEN, Inc.	\$ 12,806	\$ 12,453	-2.76%	\$ 353
Salvation Army of the Fox Cities	\$ 12,805	\$ 12,452	-2.76%	\$ 353
Pillars, Inc.	\$ 12,806	\$ 12,453	-2.76%	\$ 353
<b>Subtotal</b>	<b>\$ 88,417</b>	<b>\$ 85,980</b>	<b>-2.76%</b>	<b>\$ 2,437</b>
<b>TOTAL</b>	<b>\$ 589,453</b>	<b>\$ 573,200</b>	<b>-2.76%</b>	<b>\$ 16,253</b>