NOTICE TO THE PUBLIC
CONCERNING THE CITY OF APPLETON
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

City of Appleton (the "Grantee") issues this notice pursuant to 24 CFR § 570.611 to publicly disclose a potential conflict of interest identified in its 2026 Program Year Community Development Block Grant (CDBG) funding cycle. This disclosure is a required component of the Grantee's forthcoming request to the U.S. Department of Housing and Urban Development (HUD) for a written exemption from the applicable conflict of interest provisions.

City of Appleton administers a CDBG program and each program year solicits applications through a competitive application process from community organizations for eligible CDBG-funded activities. The Grantee's CDBG Advisory Board reviews submitted applications and makes funding recommendations to the Community Development Committee and Common Council, which holds final authority over award decisions.

During the 2026 Program Year application cycle, Rebuilding Together Fox Valley (the "Organization") submitted an application for CDBG assistance. The Organization is an established nonprofit that has routinely received and applied for CDBG funds in prior program years. Subsequent to the Organization's application submission and during the active CDBG review period, Alderperson Vaya Jones, a duly elected member of the City of Appleton Common Council, was appointed as Executive Director of Rebuilding Together Fox Valley. This change in leadership occurred after the CDBG Advisory Board had already received and begun its review of the Organization's application; the Advisory Board had no knowledge of this development at the time of its independent review. The Organization applied for $50,000 in CDBG assistance to provide rehabilitation grants for housing units serving low- and moderate-income residents. Following its review, the Advisory Board recommended the project for partial funding in the amount of $25,000.

Pursuant to 24 CFR § 570.611(b), no elected or appointed official of a grantee who exercises any function or responsibility with respect to CDBG-assisted activities may obtain a personal or financial interest or benefit from those activities. Because Alderperson Jones is simultaneously an elected official of the Grantee and the Executive Director of an organization seeking CDBG funding, a potential conflict of interest arises under this provision.

Pursuant to 24 CFR § 570.611(d), the Grantee intends to request a written exception from the HUD Milwaukee Field Office. In support of that request, the Grantee will demonstrate, at minimum, the following:
The significant public benefit and community need served by the proposed activity;
That the conflict arose from unforeseen circumstances and was not the result of any intentional effort to circumvent program requirements;
That Alderperson Jones exercised no undue influence over the application review or preliminary award recommendation, and was fully recused from all relevant deliberations and votes;
That the conflict is not so serious as to undermine public confidence in the integrity of the CDBG program; and

That approval of an exception would not set a precedent that undermines the conflict of interest provisions of the CDBG program.

Comments concerning this notice will be accepted not later than ten (10) days after publication of the notice. Written comments may be submitted to: Olivia Galyon, Community Development Specialist, City of Appleton, 100 N. Appleton St., Appleton, WI 54911; or by email to Olivia.Galyon@AppletonWI.gov. Comments must be received no later than Friday, May 1, 2026.

Reasonable accommodations for persons with disabilities will be made upon request and if feasible.

RUN: April 21, 2026