DEPARTMENT OF
COMMUNITY
DEVELOPMENT

CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER) 2025

City of Appleton CDBG Program 2025

Abstract

This report provides a summary of the City of Appleton's projects, spending, and accomplishments during the 2025 Community Development Block Grant program year. The program year ran April 1, 2025 – March 31, 2026, and City of Appleton received $575,860 in CDBG funds from the United States Department of Housing and Urban Development (HUD).

Community Development Specialist
Olivia.Galyon@AppletonWI.gov

DEPARTMENT OF COMMUNITY DEVELOPMENT

Sections

CR-05 - Goals and Outcomes 2

CR-10 - Racial and Ethnic composition of families assisted 6

CR-15 - Resources and Investments 91.520(a) 7

CR-20 - Affordable Housing 91.520(b) 10

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c) 12

CR-30 - Public Housing 91.220(h); 91.320(j) 16

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j) 17

CR-40 - Monitoring 91.220 and 91.230 23

CR-45 - CDBG 91.520(c) 25

CR-58 – Section 3 26

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)
This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The primary goal of the City of Appleton's Community Development Block Grant (CDBG) program is *to develop a viable urban community through the provision of decent housing, suitable living environments, and economic opportunities*, namely for low- and moderate-income persons. Main priorities of the 2025 program year (April 1, 2025 to March 31, 2026) included maintaining affordable housing options through homeowner rehabilitation loans and grants, increasing homeownership opportunities through the provision of homebuyer assistance, assisting the continued operation of local non-profits through public facilities improvements, providing public services for persons experiencing homelessness or housing instability, and providing fair housing services.

The City received a 2.48% decrease in its CDBG funding from the previous year, with a total allocation of $575,860 in PY2025. The City kicked off the allocation process with its allocations to ongoing City projects and programs, followed by an application period for City Departments. City of Appleton committed $441,379 to core City projects.

Once City allocations were completed, the City accepted applications from non-profit organizations that had completed required training. During the competitive external application process for non-profit subrecipients, the City received six applications for funding from the 2025 allocation. One project application was not accepted as it was for a public services project, and City of Appleton had already allocated 15% of the expected award for public services during the City project allocation process. Each of the eligible applications from external organizations represented priority areas from Appleton’s 2020-2024 Consolidated Plan, including providing housing rehabiliation assistance, public facilities improvements, small business development, fair housing services, and affordable housing acquisitions. In total, Appleton was able to provide $134,481 to external subrecipients. Over 83% of the CDBG funds going to program activity benefitted low-and moderate-income individuals and families in the City of Appleton.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)
Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets,

actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Acquisition for new housing	Affordable Housing	CDBG: $	Homeowner Housing Added	Household Housing Unit	5	0	0.00%			
Administration	Administration	CDBG: $	Other	Other	1	0	0.00%	1	1	100.00%
Economic Development	Non-Housing Community Development	CDBG: $	Jobs created/retained	Jobs	25	0	0.00%			
Economic Development	Non-Housing Community Development	CDBG: $	Businesses assisted	Businesses Assisted	35	0	0.00%			
Homebuyer assistance	Affordable Housing	CDBG: $	Direct Financial Assistance to Homebuyers	Households Assisted	30	5	16.67%	5	5	100.00%
Improve & maintain housing stock	Affordable Housing Non-Homeless Special Needs	CDBG: $	Rental units rehabilitated	Household Housing Unit	15	0	0.00%			

Improve & maintain housing stock	Affordable Housing Non-Homeless Special Needs	CDBG: $	Homeowner Housing Added	Household Housing Unit	0	0		1	0	0.00%
Improve & maintain housing stock	Affordable Housing Non-Homeless Special Needs	CDBG: $	Homeowner Housing Rehabilitated	Household Housing Unit	155	27	17.42%	32	27	84.38%
Neighborhood Revitalization	Non-Housing Community Development	CDBG: $	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2500	0	0.00%			
Public facilities improvement	Non-Housing Community Development	CDBG: $	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1000	411	41.10%	4100	411	10.02%

Public services	Homeless Non-Homeless Special Needs	CDBG: $	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2500	287	11.48%	500	287	57.40%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

During the 2025 program year, City of Appleton's allocations primarily focused on projects that addressed the rehabiliation of homeowner housing, public facilites improvements for organizations serving persons experiencing homelessness, and public services for persons experiencing homelessness or other basic needs crises. Fair Housing is another area of funding that has been consistently supported throughout many years of CBDG in Appleton, meeting HUD requirements regarding fair housing. All funded projects addressed Strategic Plan objectives (decent housing, suitable living environments, and expanded economic opportunities) and high priority needs under the 2025-2029 Consolidated Plan (housing rehabilitation, public services). The City focused on the provision of affordable housing and retaining existing homeowner housing at affordable rates by funding organizations that complete homeowner rehab and acquisition or financial assistance programs, such as Rebuilding Together Fox Valley, Habitat for Humanity, Appleton Housing Authority, and the City's Housing Rehabilitation Loan Program. Additionally, the City supported public services for people experiencing homelessness or other basic needs crises by continuing to fund the Community Resource Navigator position, to ensure that people are quickly and efficiently connected with the resources available to them throughout Appleton.

The City funded public facilities improvements to two agencies, Pillars and First 5 Fox Valley. Both public facilities projects are still in the works and have not yet been finalized. Metro Milwaukee Fair Housing Council provided Fair Housing Services to assist residents in cases of suspected discrimination and unfair housing practices.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG
White	445
Black or African American	134
Asian	41
American Indian or American Native	26
Native Hawaiian or Other Pacific Islander	3
Total	**649**
Hispanic	57
Not Hispanic	646

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Some subrecipient agencies reported racial demographic categories as identified by their clients that are not listed on the CAPER report, such as multi-racial or other (often chose not to provide demographic information), leading to the difference in totals between the racial and ethnic demographic totals. City of Appleton and its subrecipients provide CDBG assistance to all Appleton residents who qualify for the programs funded, regardless of race. Race does not factor into CBDG eligbility.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,100,381	319,149

Table 3 - Resources Made Available

Narrative

The City of Appleton gives preference to CDBG applicants who can demostrate well-established budgets utilizing various funding sources.

The resources directly reflected in the table above include: CDBG grant awards and program income generated from the City's Homeowner Rehabilitation Loan Program (HRLP). The HRLP reported significant program income for the 2025 program year, at $524,521.

City of Appleton programs received additional support for CDBG programs. Additional funds received by City Departments to support CDBG programming included:

Homeowner Rehab Loan Program:

- HOME Program Income (state): $85,386
- Lead Hazard Control (state): $28,086

Community Resource Navigator:

- Health Department Discretionary Funds (local): $10,845

Subrecipients to City of Appleton also reported the following sources of additional support for their programs:

Appleton Housing Authority:

- State HOME funds: $125,527
- State HCRI funds: $40,309

First 5 Fox Valley

- ARPA Grant (Outagamie County): $2,000,000
- Private Donations & Pledges: $3,187,000
- ARPA Grant (City of Appleton): $750,000

Rebuilding Together Fox Valley

- Corporate Grants: $45,852
- Foundation Grants: $377,822
- Individual Donations: $42,169
- Fundraising Events: $2,414

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

Appleton does not target a specific geographic area for investment of CDBG funds.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

While the City of Appleton does not implement a match requirement associated with CDBG funding, no activity or program operated solely with CDBG funding. Many of the 2025 CDBG subrecipients utilized several other funding resources for the successful implementation of their programs.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	33	32
Number of Special-Needs households to be provided affordable housing units	0	0
Total	**33**	**32**

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	33	27
Number of households supported through Acquisition of Existing Units	2	5
Total	**35**	**32**

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City and its subrecipients that provide Housing Rehabiliation services had the goal of providing assistance to 33 households during the 2025 program year. The actual number of beneficiaries was 27 households, slightly below the goal. This included 17 households assisted by the City's Housing Rehabiltation Loan Program, 6 households assisted by Rebuilding Together Fox Valley, and 6 total households for the Appleton Housing Authority (4 households

that received acquisition assistance, 5 that received rehab assistance. Some households may have received both types of assistance under AHA's program).

Discuss how these outcomes will impact future annual action plans.

Appleton continues to recognize housing affordability as a major challenge to residents in our community, with the City prioritizing programs that respond to housing needs, for both rehabilitation efforts and homelessness services and prevention efforts. We are meeting our goals for the number of households to assist for both rehabilitation and homeless services and plan to continue investments into these vital services for Appleton's residents. Providing that funding remains avialable, the City plans to continue support housing rehabilitation throughout the City.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	5	0
Low-income	5	0
Moderate-income	19	0
Total	**29**	**0**

Table 7 – Number of Households Served

Narrative Information

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

City of Appleton continued to employ a position utilizing CDBG funds, the Community Resource Navigator, who makes contact with persons experiencing homelessness or other basic needs crises to get them connected with the resources available to them within the community. This position comes into contact with a variety of persons experiencing housing-related issues in Appleton and ensures that people can efficiently and quickly access resources. Additionally, as a requirement of our COC participation, Appleton employs a Coordinated Entry Specialist who has regular interactions with persons experiencing homelessness and works to get clients onto the prioritization list that agencies pull clients from. This staff person has regular communication with service providers in Appleton and is funded through a variety of funding sources including CDBG. This staff position has been immensely helpful to increase the City's capacity to assist homelessness service organizations and provide residents with connections to necessary resources.

Pillars, Inc. employs a Street Outreach Team that connects with individuals who are unsheltered or staying in a place not meant for human habitation. The Street Outreach workers, while not financially supported through CDBG funding, connect with people and build rapport to ultimately offer mainstream resources. City of Appleton also provides CBDG-CV funding for winter Motel Vouchers to ensure that individuals and families experiencing homelessness had a safe, temporary place to stay, until a more permanent housing solution was identified. Pillars is responsible for the administration of the Motel Voucher program.

Additionally, **Salvation Army**, **Pillars**, **ADVOCAP**, **City of Appleton**, and many other organizations in the area participate in Coordinated Entry to identify residents in need of housing services and are members of the Fox Cities Housing Coalition, which provides an opportunity for service providers to strengthen their connections and service provision.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Appleton continued as the fiscal administrator for the Fox Cities Continuum of Care Rapid Re-Housing grants and the State of Wisconsin Emergency Homeless and Housing programs, serving as the lead agency and administering funds to Pillars Inc, Salvation Army of the Fox Cities, Harbor House, and ADVOCAP. Pillars received 2025 CDBG Entitlement funding

to support improvements to their their adult shelter location, in an effort to maintain the availability of the shelter and the programs addressing the needs of individuals and families experiencing homelessness in the Appleton community.

City of Appleton's Community Resource Navigator position continued to connect unhouse individuals with area shelters, including assistance with navigating through the intake and waitlist process, helping resolve barriers that might keep someone from getting into shelter, and connecting individuals with alternative groups and support that may be able to provide assistance when shelter is an option.

Pillars' Crisis Housing Department consists of two emergency shelters and a centralized resource center, providing immediate, low-barrier access to safe shelter and essential services. The department operates a 24-hour emergency shelter serving households both with and without children. Across both shelter sites, clients receive comprehensive case management, including support with housing stabilization, connections to Coordinated Entry for access to supportive housing opportunities, and referrals to mainstream and specialized services tailored to individual needs.

The Supportive Services Department complements these efforts by administering a diverse portfolio of housing programs designed to address homelessness across a range of populations and barriers. The department operates six distinct programs, including diversion and prevention services aimed at reducing entries into homelessness; transitional housing paired with Rapid Re-Housing to support swift returns to permanent housing; Tenant-Based Rental Assistance to improve housing affordability; and Permanent Supportive Housing, which includes both on-site units and scattered-site housing through partnerships with third-party landlords. Together, these programs provide a continuum of care that supports individuals and families from crisis to long-term housing stability.

Members of the Fox Cities Housing Coalition continued to provide response and resources to people experiencing homelessness when utilizing their services, and organizations that served as Coordinated Entry Access Points are providing intake and immediate referrals for resources to clients.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City of Appleton's Community Resource Navigator position works with households at risk

of becoming homelessness and persons transitioning out of institutions and systems of care to get them connected to resources available in the community and prevent an eviction or loss of housing before it happens. This type of intervention is critical as it can help keep a household's eviction record clean and enable them to have more opportunities in future markets without that mark on their record.

Pillars, Inc., Diversion and Prevention programs are designed to reduce entries into the shelter system by assisting households in maintaining or securing stable housing. These programs serve individuals and families experiencing varying levels of housing instability, including those who are at imminent risk of homelessness, temporarily doubled up with others, or residing in motels or hotels. Additionally, services extend to households that remain in their current housing but require support to prevent an impending housing crisis. Through targeted financial assistance, problem-solving, and connection to community resources, the program helps stabilize households and avoid the trauma and disruption associated with entering shelter.

Diversion and Prevention programs are designed to reduce entries into the shelter system by assisting households in maintaining or securing stable housing. These programs serve individuals and families experiencing varying levels of housing instability, including those who are at imminent risk of homelessness, temporarily doubled up with others, or residing in motels or hotels. Additionally, services extend to households that remain in their current housing but require support to prevent an impending housing crisis. Through targeted financial assistance, problem-solving, and connection to community resources, the program helps stabilize households and avoid the trauma and disruption associated with entering shelter.

Pillars' Stable Housing program provides affordable rental units by setting rents at no more than 30% of a household's income, ensuring accessibility for extremely low-income individuals and families. This program primarily serves households with significant financial barriers, many of whom are at high risk of entering shelter. By offering deeply affordable housing, Stable Housing acts as both a prevention and stabilization tool, helping families maintain long-term housing and reducing overall demand on emergency shelter resources.

Rebuilding Together Fox Valley played an important role in preventing homelessness by assisting low-income homeowners in addressing critical home modifications and repairs that impacted the health of safety of occupancy. To qualify to receive services from Rebuilding Together, homeowners must have a household income that is below 80 percent of the county median income, and do not qualify for other community assistance programs. When forced to make decisions between providing necessities to the household, such as food, healthcare, etc- and repairing their home, homeowners defer the necessary home maintenance just to survive another month. The condition of the home continues to deteriorate month after month, until the home becomes a health and/or safety hazard. This grant program helps to ensure that households can meet their basic needs and remain in safe, healthy homes without major issues.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City of Appleton collaborated with several CDBG subrecipient organizations through the Fox Cities Housing Coalition, ensuring that a continuum of care strategy was implemented and executed appropriately in the community. Reports and local data indicate that individuals and families experiencing chronic homelessness in the Appleton community continued to be a concern. As a result, the City of Appleton worked closely with partners, including Pillars, Salvation Army, Habitat for Humanity, Rebuilding Together Fox Valley, and ADVOCAP, to incorporate additional permanent supportive housing options into the community, which included successfully retaining additional federal funding to this cause.

Pillars, Inc. utilizes the Coordinated Entry System to comprehensively assess client barriers, prioritize households based on level of need, and connect them to appropriate housing interventions. Referrals to the system are made collaboratively across all programs, including Street Outreach, Emergency Shelter, and Supportive Housing teams, ensuring that all individuals and families accessing services have equitable access to housing resources.

Once enrolled in the Coordinated Entry System, clients are matched with housing opportunities that align with their needs and may include case management and rental subsidies. This approach ensures that the most vulnerable households receive timely and targeted assistance.

Across all programs, our primary objective is to support clients in achieving permanent, stable housing. Through coordinated assessment, prioritization, and service delivery, we strive to create sustainable housing outcomes and reduce returns to homelessness.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

While the City of Appleton worked closely with the Appleton Housing Authority to address issues related to affordable housing, no portion of the 2025 CDBG funds were directly used to create or address needs of their public housing stock.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The **Appleton Housing Authority's** Homebuyer Program helps first-time homebuyers and low- and moderate-income homeowners to cover downpayment and closing costs, and assists with rehabilitation to ensure that houses are liveable and safe for the families moving in. This program markets to other AHA programs, including the Family Self-Sufficiency and Public Housing Family programs. The Homebuyer Program Manager worked with the Family Self-Sufficiency Program Support Specialist to provide pre-purchase goal planning for program participants.

The AHA Homebuyer Program is actively marketed to participants in the Family Self-Sufficiency (FSS) Program and residents of Public Housing. There is strong internal collaboration between the staff members responsible for each program, and close proximity between staff members and programs supports consistent and frequent referrals between programs. This helps ensure that eligible participants are informed and connected to homeownership opportunities in a timely manner.

Actions taken to provide assistance to troubled PHAs

The Appleton Housing Authority was not designated as a trouble housing authority.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

City of Appleton finalized its Comprehensive Plan update in 2025, with a major focus area of the plan update being housing needs within the City of Appleton. The City currently estimates that approximately 300 new housing units are needed per year through 2030 to meet the expected 2030 popualtion projections for Appleton. The plan resulted in an updated future land use map that expands flexibility of future development, recommends multiple zoning code updates that would allow for improvements to the development process and allow additional types and sizes of units in Appleton, and provides focus areas for future re-development efforts that are located in existing commerial nodes and would be strong properties for mixed-use redevelopment with housing opportunities in close proximity to retail and other businesses.

The City's Comprehensive Plan was last updated in 2017, with many improvements to the development process being completed between the original and updated comprehensive plans. Those improvements include: Common Council executed recommendations in the housing and land use chapter by allowing accessory dwelling units, permitting zero lot line duplex, reducing the minimum dwelling square footage per unit, adding ground floor residential as a permitted use in the Central Business District except along College Avenue, and creating a mixed use zoning district, C-1 Neighborhood Mixed Use District.

Major recommendations for Housing from the Comprehensive Plan include: consider permitting by right up to two units per lot in residential districts, remove minimum lot size requirements per dwelling unit so multi-unit housing will have similar lot dimensions as single-family homes, expand the current zero lot line duplex definiton to allow additional housing units each on its own lot and sharing walls across a property line, reduce accessory dwelling unit setbacks and eliminate the floor area limitation to allow more flexibilty for their creation, and reduce minimum living area of dwelling units.

City staff will prioritize exploring opportunities to utilize CDBG funds to execute recommendations from the Comprehensive Plan. This may include coordination with the Appleton Redevelopment Authority to explore potential lots for redevelopment, including opportunities for investment of funding to reduce blight and acquire dilapidated properties to create desirable redevelopment sites.

Appleton Housing Authority's down payment assistance program helps create affordable

mortgage opportunities for first-time homebuyers. Many families are unable to secure a home loan because they cannot meet a lender's down payment requirements, making this assistance essential for their ability to purchase a home. In many cases, the homes within an affordable price range require significant rehabilitation. The availability of rehabilitation funds allows families to purchase these properties and bring them up to HUD Housing Quality Standards (HQS). Additionally, rising rental costs have made mortgage payments comparable to—or even lower than—monthly rent for many families, further highlighting the importance of these programs.

Pillars provides 153 units of affordable housing, helping ensure that individuals and families in our community have access to safe, stable, and affordable places to live. This housing is a critical component of their broader commitment to addressing housing insecurity and supporting long-term stability for those they serve.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The **City's Homeowner Rehabilitation Loan Program** helped property owners to maintain their homes so they could continue to live in the home most affordable to them. Many of the assisted homeowners had satisfied their mortgage, or had a low mortgage payment. With increased rent and an extremely competitive rental market, for most, homeowenrship is a better option for long-term affordability and stability. The City was able to assist 17 households this program year through the Housing Rehab Loan Program.

Pillars maintains more than 140 affordable housing units in their housing portfolio, and oftentimes include significant supportive services as a condition of the rental lease agreement. This includes units to serve young adults suffering from mental health issues, units to serve chronically homeless households, and several SRO properties primarily serving clients who are currently homeless. Additionally, Pillars will accommodate any reasonable request for accommodations as necessary.

Pillars' Supportive Services program provides comprehensive, client-centered case management, with staff serving as advocates, coaches, supporters, connectors, and encouragers. Using a holistic approach, Pillars staff works to empower meaningful and lasting change in the lives of those they serve. While they address housing instability and homelessness, their services extend beyond these immediate barriers to support clients in overcoming a wide range of challenges, including employment, health, financial stability, and access to community resources.

Rebuilding Together Fox Valley is the only agency in the area that provides home repairs at no cost to the homeowner. Many homeowerns do not have the financial capacity or credit worthiness to afford loans to pay for expensive and extensive home repairs. RTFV makes it possible for low-income homeowners, primarily elderly, disabled, and veterans, to live in a safe and healthy home. RTFV helped preserve the stock of affordable housing available to low-income homeowners and homebuyers before the homes became a health and safety hazard.

Greater Fox Cities Area Habitat for Humanity provides low-and moderate-income households with homeownership opportunities that they might not otherwise qualify for on the private market, making homeownership affordable for underserved persons.

Metropolitian Milwaukee Fair Housing Council's/FHCNW's enforcement and outreach/education programs serve a wide variety of underserved populations that are particularly vulnerable to housing discrimination, including individuals facing homelessness, persons with disabilities, and individuals who speak languages other than English.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

In all instances of affordable hosuing rehabiliation projects, including the **Appleton Housing Authority, Rebuilding Together Fox Valley, Habitat for Humanity,** and the **City of Appleton's Housing Rehabilitation Loan Program**, the units were inspected under multiple assessments, including lead risk. If lead hazards did exist, the organization was requried to address the hazards as part of the rehabilitation, and at project completion, conduct clearance tests to ensure the unit was lead safe.

The **Appleton Housing Authority** Homebuyer Program Manager holds a certificate for Housing Quality Standards (HQS) inspection. Prior to purchase, all homes received an HQS inspeaction. Additionally, the AHA contracts with licensed lead clearing companies to test for lead presence in the homes. If lead hazards were identified, remediation was included in the rehabilitation component of the program.

Pillarsensures that all units meet HQS requirements and provides necessary lead remediation services prior to tenant move-in. Pillars is committed to ensuring that all housing units are free from lead-based paint hazards, prioritizing the health and safety of all residents. They proactively address and eliminate any identified risks in accordance with applicable regulations and best practices. In addition, they provide required lead-based paint disclosures, notifications, and educational materials at each lease signing, ensuring that residents are fully informed and equipped to maintain a safe living environment.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The **Appleton Housing Authority** and **Habitat for Humanity** each provided mechanisms for breaking the cycle of poverty through their affordable homeownership programs. Obtaining a mortgage and affordable home for many low- to moderate-income families provides some stability with a lower cost of living and community investment. Additionally, Habitat offered supportive services to all families including job coaching, budget counseling, and provided access to education.

City of Appleton's Homeowner Rehabilitation Loan Program also provided households with the opportunity to build wealth through the equity in their home. By assisting them with the rehabilitation, they increase the value of their property; therefore, building additional wealth and ensuring they can remain in their home for many more years.

The safe, decent and affordable housing provided by **Pillars** helped households in poverty create a more stable life, and gain access to resources such as education, budgeting, employment and health and wellness. Clients were encouraged to collaborate with program case managers to generate goals and work plans toward achieving self sufficiency.

Rebuilding Together Fox Valley alleviated the expenses of home repairs for 10 households by providing services at no cost to the homeowner. This allowed the household to redirect their money to other essential needs.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

Public institutions, non-profit organizations, and private companies comprise the institutional structure that supports the City of Appleton's community development activities, specifically as they relate to CDBG. The City of Appleton, as the major public sector component, served as the lead fiscal and administrative agent for all community development grant programs, including the Community Development Block Grant (CDBG) program, Continuum of Care/Permanent Supportive Housing program (COC PSH), and the Emergency Housing and Homeless program (EHH). The Community and Economic Development and Finance Departments worked together to administer these grants.

Through an active membership of the Fox Cities Housing Coalition- which is comprised of nonprofit and supportive service agencies in the community- the City of Appleton continued to encourage open lines of communication and discussion regarding community development needs in the area. Nearly all subrecipients funded during the 2024PY are active members of the Fox Cities Housing Coalition, which helps to coordinate and maintain the institutional structure of the community's continuum of care.

Actions taken to enhance coordination between public and private housing and

social service agencies. 91.220(k); 91.320(j)

The Fox Cities Housing Coalition, a collaborative network of approximately 40 member agencies along with several guest organizations, convenes monthly to address homelessness and housing instability within the community. FCHC continued to coordinate efforts between public and private housing providers and social service agencies. Each member agency in the Coalition worked to ensure that all individuals- whether homeless, imminently at-risk of homelessness, or in need of affordable housing, or services- were provided the shelter and support necessary. This network ensures efficiency and effectiveness among the programs offered in the community, and makes every effort to eliminate duplication or redudancy.

Pillars is an active member of the Fox Cities Housing Coalition. Through this partnership, they contribute to coordinated efforts, share resources and best practices, and work collectively to develop effective, community-wide solutions that support individuals and families in achieving stable housing.

MMFHC strengthened coordinated through provision of fair housing presentations, distribution of fair housing materials, and other community outreach contacts with social service agencies, educational institutions, governmental agencies, and other groups that serve vulnerable populations, information regarding fair housing protections and MMFHC's programs and services is widely distributed throughout the City of Appleton. These activities ensure that other organizations and agencies can make appropriate client referrals to MMFHC when warranted, and that MMFHC can provide up-to-date information and referral services for individuals with non-fair housing inquiries.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The mission of MMFHC is to promote fair housing throughout the State of Wisconsin by combatting illegal housing discrimination and by creating and maintaining racially and economically integrated housing patterns. The Metropolitan Milwaukee Fair Housing Council (MMFHC), through its satellite office, the Fair Housing Center of Northeast Wisconsin (FHCNW), was to conduct the following fair housing program activities during the 2025 contract year:

1. Fair housing complaint intake, case management, and investigative services: During the contract year, MMFHC conducted intake of fair housing complaints from a total of five (5) individuals in the City of Appleton. All of these complainants were provided with technical assistance as to their rights under federal, state, and local fair housing laws.

2. Information and Referral Services: FHCNW also provided information and referral services to individuals with non-fair housing inquiries throughout the 2025 program year. Examples of non-

fair housing inquiries include questions or concerns about tenant rights, subsidized housing, financial assistance, health or safety concerns in housing, and/or evictions. In addition to appropriate referrals to community resources, all callers also received basic information about fair housing protections delineated under federal, state, and local law, as well as programs and services offered by MMFHC. In the 2025 grant period, MMFHC provided 28 individuals with information and referral services.

3. Technical Assistance: As part of 2025 grant activities, MMFHC also provided technical assistance to City of Appleton stakeholders; recipients of technical assistance services may include residents or individuals seeking housing in Appleton, local housing providers, and/or social service agencies and other entities that serve the City of Appleton. During the 2024-2025 grant year, MMFHC provided eight (8) individuals with technical assistance regarding protections and obligations under federal, state, and local fair housing laws.

4. Fair Housing Presentations: Under the terms of this contract, FHCNW was to conduct a total of three (3) fair housing presentations in the City of Appleton. FHCNW exceeded this goal by providing five (5) fair housing presentations to a total of 93 attendees.

5. Fair Housing Training: During the 2024-2025 program year, MMFHC was to conduct one (1) fair housing training seminar for housing providers and housing advocates in the City of Appleton. MMFHC met this goal by conducting a free, comprehensive rental management training seminar on March 11, 2025. A total of 28 individuals were in attendance.

6. Interagency Meetings: Under this contract, FHCNW was to participate in the Fox Cities Housing Coalition (FCHC) throughout the program year. FHCNW met this goal by attending seven (7) FCHC meetings, both in person and virtually. FHCNW also conducted a fair housing presentation during the January 2025 monthly meeting of the FCHC, which included a special focus on MMFHC’s Inclusive Communities Program and its work to expand housing choice throughout Wisconsin.

7. Distribution of fair housing materials: During the grant year, FHCNW was to distribute fair housing education materials that describe the protected classes and prohibited practices under federal, state, and local fair housing laws throughout the City of Appleton. FHCNW met this goal by distributing a total of 2,237 fair housing informational materials to 27 organizations and agencies that serve the City of Appleton.

8. Other Outreach Activities: In addition to the outreach activities noted above, FHCNW conducted a total of 59 community outreach contacts with 31 organizations and agencies serving the City of Appleton.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Ensuring that CDBG funds are utilized efficiently and effectively is continuous throughout each program year. The procedures associated with monitoring activities and assuring that the activities are meeting objectives and goals set forth in the 2025-2029 Consolidated Plan are initiated during the annual application process.

During Fall 2024, applications were received and reviewed for eligibility by staff in the City of Appleton's Community Development Department. The CDBG Advisory Board, comprised of City Council members, City Committee members, and community agency members with experience in grant awarding were responsible for identifying which eligible activities proposed met the greatest need in the community. Recommendations by the Advisory Board were then approved by the City of Appleton's Community Development Committee, and then the City Council.

Meeting high priority needs and objectives, as identified in the 2025-2029 Consolidated Plan, was emphasized to both applicants and reviewers, magnifying the importance the City of Appleton places on community-identified needs and priorities.

Throughout the 2025 CDBG program year, awarded subrecipients submitted accomplishment reports and payment requests documenting the progress made by their activities. These reports and requests were used by City of Appleton staff to track activity accomplishments, expenditure accuracy, and record keeping. Sufficient documentation, reasonable expenses, and qualifying activities were evaluated. Failure to submit, or identified discrepancies in any of these areas, also triggered additional technical assistance and/or monitoring

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Citizens were provided with two separate opportunities for public comment: a 15-day public comment period and a public hearing at a regularly-scheduled meeting of the City of Appleton's

Community Development Committee. The public comment period was open May 26, 2026, through June 10, 2026, and the public hearing was held during the May 27, 2026, Community Development Committee meeting. Comments and views of citizens were taken into account and included within the CAPER, as appropriate. Notice of both the open public comment period and the public hearing opportunity were published in the local newspaper under public notices to ensure there was adequate announcement of the opportunity to provide feedback.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

N/A, no major changes for program objectives were made during 2025 program year.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes,preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					

Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					
Other.					

Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

Not applicable, City of Appleton did not have any Section 3 projects during the 2025 program year.