



CITY OF APPLETON

MEMORANDUM

Date: April 29, 2026
To: Community Development Committee
From: Olivia Galyon, Community Development Specialist
Subject: CDBG 2026PY Revised Allocation Recommendations

The City of Appleton's Community Development Block Grant (CDBG) award for the 2026 program year was announced on April 3, 2026 by the U.S. Department of Housing and Urban Development (HUD). The City of Appleton was awarded \$595,806 for the 2026 program year, which is \$19,710 higher than the anticipated 2026PY award of \$576,096.

The 2026 preliminary awards for City projects were approved in October 2025 and preliminary awards for external partners were approved in February 2026 by Community Development Committee. The CDBG Advisory Board was responsible for the preliminary recommendations regarding external applications. Their recommendations were carried forward to Community Development Committee and Common Council for approval.

As a result of the higher total award than anticipated, staff recommends increasing the final award allocation for one city project and three of the external applicants. There is a cap on the total amount of the award that can be spent on public services each year, so the allocation for Appleton's Community Resource Navigator position can be increased from \$86,250 to \$89,370 to meet the 15% public services cap. The remaining increase should be split between the external partners, aside from Pillars which was already funded at 100% of their requested amount. The following staff recommendations are based on the decisions made by the CDBG Advisory Board and their approval of a percentage-based adjustment to grant funds once the official allocation was received from HUD.

Staff recommends the following increases in allocations:

- 1. Increase the Public Service Allocation by \$3,120 to a total award of \$89,370 for the Community Resource Navigator position.**

The Public Services category cannot exceed 15% of the total allocation. This increase to \$89,370 will keep the total public service allocation at the 15% cap.

- 2. Increase the final award allocations to three external partners on a proportional basis to their preliminary award, to address the remaining \$16,590 increase available.**

After the public service increase, an additional \$16,590 is available for allocation to external projects. CDBG Advisory Board members gave staff approval to adjust allocations on a

proportional basis without needing to bring the item back through the CDBG Advisory Board. Staff propose that this reduction in funding be split between COTS, Habitat for Humanity, and Rebuilding Together. An increase of 27.47% per applicant (based on preliminary award) was applied to each project. The results are noted below:

\$2,852 increase to Habitat for Humanity

\$6,869 increase to COTS

\$6,869 increase to Rebuilding Together Fox Valley

The final award recommendations are as follows:

Project	Original Request	Preliminary Award	Proposed Final Award	% Increase	\$ Increase
<i>City Projects</i>					
Fair Housing Services	\$25,000	\$25,000	\$25,000	--	--
CDBG Program Admin	\$87,467	\$87,467	\$87,467	--	--
Appleton Housing Authority	\$40,000	\$40,000	\$40,000	--	--
Homeowner Rehab Loan Program	\$65,000	\$65,000	\$65,000	--	--
Colony Oaks Park Improvement	\$150,000	\$150,000	\$150,000	--	--
Inspections Spot Blight Removal	\$27,000	\$27,000	\$27,000	--	--
<i>Public Service Projects</i>					
Community Resource Navigator – PD/Health	\$86,250	\$86,250	\$89,370	3.61%	\$3,120
<i>City Project Total:</i>		<i>\$480,717</i>	<i>\$483,837</i>		
<i>External Projects</i>					
COTS	\$50,000	\$25,000	\$31,869	27.47%	\$6,869
Habitat for Humanity	\$240,000	\$10,379	\$13,231	27.47%	\$2,852
Pillars	\$35,000	\$35,000	\$35,000	--	--
Rebuilding Together*	\$50,000	\$25,000	\$31,869	27.47%	\$6,869
<i>External Project Total:</i>		<i>\$95,379</i>	<i>\$111,969</i>		
Full Allocation Total:					\$595,806

*City of Appleton is currently in the process of requesting a Conflict of Interest waiver from HUD regarding the proposed award to Rebuilding Together Fox Valley. Rebuilding Together Fox Valley's Executive Director, Vaya Jones, also serves as an Appleton Alderperson and requires further approval from HUD to ensure there is no potential conflict of interest present before a contract for the 2026 CDBG program year will be provided to Rebuilding Together Fox Valley.