



# CITY OF APPLETON

## MEMORANDUM

**Date:** May 13, 2026  
**To:** Community Development Committee  
**From:** Olivia Galyon, Community Development Specialist  
**Subject:** 2026 Annual Action Plan (AAP) for Community Development Block Grant (CDBG) Program

---

The City of Appleton will receive \$595,806 from the U.S. Department of Housing and Urban Development (HUD) for the 2026 Community Development Block Grant (CDBG) program year. As an entitlement community, the City receives CDBG funding yearly from HUD and is required to submit an Annual Action Plan (AAP) yearly to detail how the City plans to spend the CDBG dollars during the program year. While the City does not compete for funding as an entitlement, this serves as an application for funds and notification of spending plans to HUD.

The City previously conducted the CDBG application process for both internal City projects and external non-profit led projects, and final allocations for the 2026 program year were approved by Common Council on May 6, 2026.

The AAP must be submitted to HUD following the release of the official federal allocations, with inclusion of the final dollar value of the CDBG awards and allocations the City plans to make. Additionally, the AAP requires an opportunity for public comment on the allocations and two public hearings to be held for opportunities for citizens to provide comments on the allocations. Any received public comments must be considered and included in the final AAP report to HUD, with a description of the comment and whether it was accepted or rejected.

The first public hearing concerning the 2026 CDBG program year allocations was held at the Community Development Committee meeting on Wednesday, September 10, 2025. No comments were received at this hearing. Another public hearing was held at the Community Development Committee meeting on Wednesday, October 22, 2025. Preliminary funding allocations for internal City projects was considered as an action item at this meeting. A third public hearing was held at the Community Development Committee meeting on Wednesday, February 25, 2026. Preliminary CDBG funding allocations for external applicants were considered at this meeting. The AAP was published for public comment during a 30-day period from March 31, 2026, through April 30, 2026. No comments have been received regarding the AAP. A final public hearing was held at the Community Development Committee meeting on April 29, 2026. These hearings and comment periods satisfy the requirements by HUD to include opportunities for public participation and comment during the plan development.

At the time of publication of this memo, no public comments have been received on the AAP. Submission of the AAP is part of the process for HUD to sign official program year contracts and release funding for the program year. City staff have completed the AAP, adhered to public comment and hearing requirements, and recommend approval of the final 2026 AAP for submission to HUD.