



# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council  
From: Joe Stephenson – Director of Planning and Community Development  
Date: September 19<sup>th</sup>, 2023  
Re: Community Development Block Grant Funds

The Community Development Block Grant (CDBG) is an allocation of money given to the City of Kaukauna to administer a series of loans for eligible low-income residents to fix their homes. Loans are given to the resident and upon the sale of their home the loan is paid back in full. While the program has a direct benefit to many of our residents the staff time to administer the loan and fill out the needed paperwork for the state and federal government is time intensive.

Brown County's housing division has started administering the CDBG money on behalf of the state for the entire Outagamie/Brown County Region, but they will not fund projects in communities that still have CDBG funds. If the City of Kaukauna were to give their funds back to the state, Brown County Housing would administer the same program we have now but also allow for downpayment assistance as an increased service to low-income residents. The City currently holds \$229,931.44 in CDBG funds.

Staff want to see gauge the Council on whether or not we should continue to administer this program ourselves or give the money back to the state and let Brown County administer it for us.