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**CDBG Application Number:**

**CATEGORY:**

*For office use only*

**CITY OF WAUKESHA**

**PROGRAM YEAR 2026 (January 1 – December 31, 2026)**

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM APPLICATION FORM FOR CITY OF WAUKESHA  
ALLOCATION**

**DEADLINE FOR SUBMISSION: April 25, 2025, 4:30 pm** City Hall – Community Development or email to  
**[rgrams@waukesha-wi.gov](mailto:rgrams@waukesha-wi.gov)**

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**GENERAL INFORMATION**

1. Project Title: Landmarks Commission Paint and Repair Grants
2. Project Address (if different from Applicant's address): 201 Delafield St., Waukesha, WI 53066
3. Primary Contact Person/Title: Charlie Griffith, Senior Planner
4. Telephone: 262-524-3529
5. E-Mail: cgriffith@waukesha-wi.gov
6. Amount of CDBG 2026 Funds Requested: \$25,000.00
7. Total Project Costs: \$165,000.00 (approx.)
8. National Objective (check all that apply):
  - ☐ Benefiting low – and moderate – income persons
  - ☒ Preventing or eliminating slums or blight
  - ☐ Meeting other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.
9. Check One:
  - ☐ New Project
  - ☒ Continuing previously funded project
10. Provide a brief description of your experience in managing a similar project.

The Landmarks Commission has been managing Paint and Repair grants for the city since at least the 1990's. Administering Paint and Repair Grants is one of the Landmarks Commission's most important functions, along with reviewing and approving exterior work on designated Local Landmark and Historic District properties (Certificates of Appropriateness).
11. Describe the role specific staff will have in this project. Who will be responsible for managing the project, reporting to Community Development, preparing invoices, etc.?

The Community Development Department runs the Landmarks Commission Paint and Repair Grant Program. The program administrator is Charlie Griffith, Senior Planner. He will be responsible for project management, reporting, invoicing, etc.

12. Provide a concise description of the proposed project.

Paint and Repair grants provide financial assistance to the owners of designated historic properties. Grant amounts are determined by the Landmarks Commission based on a sliding scale guideline. The Landmarks Commission reviews the guidelines on a yearly basis and determines the amount based on the expected total allocation. For 2024 and 2025, the guideline amount has been 15% of the cost of a project, to a maximum of \$3,000.00. Grant amounts can be higher or lower than the scale based on fund availability, project costs, or other factors. Grants are paid after the work has been completed and the applicant has paid their contractors.

In order to be eligible for this program, the Historic properties must also fall within the 'LMI Eligible Areas' as identified by Waukesha County including census tracts 55133202600, 55133202700, 55133202302 and 55133202500.

If the proposed project is a rehabilitation / ADA / historic rehabilitation of a facility or business, please answer the following:

13. Address of Facility: Various addresses throughout the City's historic districts and Local Landmarks

14. Year it was built Various. All properties are at least 50 years old.

15. Is the property on a local or national list and/or registered as a historic property?

☒ Yes

☐ No

☐ Don't Know

16. Select how your project will serve Low and Moderate Income People (Choose one if applicable):

☐ Benefit to LMI **individuals** (at least 51% of total beneficiaries of program must be LMI and income information must be gathered from all participants)

☐ **Presumed Benefit** (all individuals served in the program qualify as low income because of the type of population served, i.e.: Elderly, Severely Disabled Adults , Abused Children, Battered Spouses, Homeless Persons, Illiterate Adults , Persons with AIDS, Migrant Farm Workers. Income information does not have to be collected.)

☒ Benefit to an **area** that is primarily residential and is located in an eligible census tract (at least 30.34% of residents are LMI). See instructions for a list of eligible census tracts.) Provide list of census tracts:

[Click here to enter text.](#)

☐ Housing units created to benefit LMI individuals or households (every CDBG funded unit must be occupied by and LMI individual or household)

☐ Jobs created to benefit LMI individuals (1 job must be created for every \$35,000 of CDBG funds invested in project; 51% of all jobs created must be for LMI individuals)

☐ Project serves residents of a **NRSA** and agency is a certified CBDO. Provide name of NRSA:

[Click here to enter text.](#)

☐ Project addresses conditions of **Slum and Blight** on an Area or Spot Basis. Must provide designation of Slum and Blighted area from jurisdiction when contract is signed, and addresses of affected properties.

☐ ADA Rehabilitation of a public facility or public improvement

☒ Historic Preservation of residential or commercial properties. Must be designated on a spot slum and blight basis or homeowner or business must qualify as low income.

**17. Describe the need filled for your program or project.**

Paint and Repair Grants provide assistance with renovation, restoration, and general upkeep of designated Local Landmark and Historic District homes. In Waukesha many of these properties are modest houses located in low to moderate income neighborhoods. These homes are attractive to lower income and first-time homebuyers because they are usually smaller, on smaller lots, and are often in need of repairs. The owners of these homes experience higher maintenance and repair costs than other homeowners partially due to the higher standards required by their historic designation, but also just because their houses are old. Paint and Repair Grants help mitigate some of those higher costs.

By making renovation and upkeep projects more likely to happen and to happen in a timely and appropriate fashion, Paint and Repair Grants also help maintain the character of the surrounding neighborhoods. Properly maintained homes reduce blight, help make the neighborhood a more desirable place to live in, which in turn stabilizes property values, and can also encourage neighbors to undertake similar work on their own homes. This is true everywhere, but it is especially applicable for properties in Historic Districts, which constitute the vast majority of the city's designated historic homes.

**18. Describe two anticipated measurable outcomes for your proposed project and activities.**

The most obvious measurable outcome is the number of homes and other historic structures that are rehabilitated using these funds. By providing a matching grant the City is making it more economically feasible to do costly home repairs and restoration. The program also has indirect or "domino" effects. Once one historic property owner completes his/her repairs, their neighbors are frequently induced to paint or repair their homes in order to "keep up." The other measurable outcome is amount of money invested into these projects. Our grant funds often only make up a small percentage of expensive historic preservation projects.

**19. Select the appropriate activity category below for your project.**

Public Services	
	Homeless shelter and services
	Meals / Nutrition
	Youth / Childcare / Abused and neglected children
	Seniors and Disabled
	Substance Abuse / Mental Health / Healthcare
	Transportation
	Domestic abuse
	Education
	Employment training
	HIV / AIDS
	Other (list)

NRSA	
	Employment Training/Job readiness education
	Job creation
	Neighborhood revitalization housing efforts (rehab or new construction)

	Job retention programs
	Transportation to jobs
	Crime prevention
	Public Services
	Neighborhood revitalization non-housing efforts (beautification, parks, streets, etc.)
	Other (list)

Housing	
	Homeowner rehabilitation program loans
	Rental rehabilitation (special needs/transitional or permanent housing for very low income / supportive services and case management attached to units)
	Rental rehabilitation (multi-family projects, general low income population)
	Downpayment assistance
	Housing counseling
	Acquisition / site preparation of land for housing purposes (not construction)
X	Residential historic preservation
	Other (list)

Public Facilities and Improvements (Rehab/construction costs--not operating costs) *the rehab may be for ADA compliance OR to benefit low-moderate income people for each activity	
	Homeless facilities
	Youth / Abused children facilities
	Senior / Disabled facilities
	Facilities for AIDS patients
	Neighborhood / Community centers
	Parks / Playgrounds / Recreational facilities
	Streets / Sidewalk improvements
	Water / Sewer improvements
	Flood drainage improvements
	Parking lots
	Other (list)

Economic Development	
	Loans to small/medium businesses for low-moderate income job creation or retention
	Commercial / Industrial infrastructure development or improvements
	Façade improvement loans to businesses
	Non-residential historic preservation
	Other (list)

Administration and Planning	
	Housing rehab program administration
	Revolving Loan Fund administration
	Fair housing activities
	Planning for communities or NRSAs
	Other (list)

## Appendix A: Results of Prior Year Projects

20. Was your department able to spend the CDBG allocation awarded within the calendar year? (Provide explanation for any extensions into the next year for 2024-25)

The Landmarks Commission allocated all 2024 funds by the end of the year. As of the end of the year two projects had not been completed, so the funds for those projects, a total of \$2,850.00, were carried over into 2025. Both applicants expect to complete the work this spring. Grants will be paid as soon as they have paid their contractors. Their grants will be kept available for them until all 2025 money has been allocated.

21. Has your department had any CDBG funds reprogrammed (taken back) by the CDBG Board? (Explain for 2025)

The Landmarks Commission has not returned any money from Paint and Repair Grants, but has had funds for projects extended into the next calendar year.