

CDBG Application Number:

CATEGORY:

For office use only

CITY OF WAUKESHA

PROGRAM YEAR 2023 (January 1 – December 31, 2023)

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

DEADLINE FOR SUBMISSION: April 4, 2023, 4:30 pm City Hall Community Development Department or email to rgrams@waukesha-wi.gov

GENERAL INFORMATION

1. Project Title: Landmarks Commission Paint and Repair Grants
2. Project Address (if different from Applicant's address): 201 Delafield St., Room 200
3. Primary Contact Person/Title: Charlie Griffith
4. Telephone: 262-524-3529
5. E-Mail: cgriffith@waukesha-wi.gov
6. Amount of CDBG 2021 Funds Requested: \$25,000
7. Total Project Costs: \$200,000 (approximate)
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's goal is to protect, enhance and perpetuate the City of Waukesha's cultural, social, natural, economic, political and architectural history as embodied and reflected in its improvements, landmarks, landmark sites and historic districts. The Commission's two major functions are approving any exterior work on landmarks and properties within historic districts (Certificate of Appropriateness) and administering the Landmark Commission Paint and Repair Grant Program, which is funded via CDBG, to aid homeowners with the costs to repair and restore their historic properties in the appropriate manner.
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, Associate Planner. He will be responsible for project management, reporting, invoicing, etc.

12. Provide a concise description of the proposed project.

Financial and administration/design assistance to owners of qualified historic properties in the care and maintenance of their properties. Assistance is primarily targeted to halt and eliminate blight and decay threatened residential historic properties. As historically and architecturally significant properties age, blight and decay can set in. The LCP&R program is designed to assist historic residential property owners with the proper care and repair/restoration of these valuable community assets. 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 properties throughout Waukesha'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:

55133202600, 55133202700, 55133202302 and 55133202500

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.

The LCP&R program is designed to assist historic property owners with the proper care, repair, and restoration of these valuable community assets so that they continue to provide for local business, industrial, and housing needs in the oldest areas of the City. Many of the Historic properties also fall within the 'LMI Eligible Areas' as identified by Waukesha County. 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. Landmark properties are required to obtain a Certificate of Appropriateness from the Landmarks Commission before beginning any exterior work on a Local Landmark or Historic District property. Special requirements to maintain the Historic look and feel of the property usually necessitate the use of special materials and construction techniques, which add cost to a project. These funds offer a source of relief to the historic property owners in the City to maintain their properties appropriately and protect these cultural resources in the community. Owners also are required to reinvest their own money in their property in addition to any LCP&R monies given from the Landmarks Commission. If Landmarks doesn't receive CDBG funding, there is no other alternate source of funding for this crucial program that we are aware of and it is our belief that without this assistance many properties may not undertake these important repair and maintenance projects. Entire building exterior repairs are eligible; repairs to roofs, chimneys, gutters, windows, paint, siding, doors, porches and foundation, et al are acceptable.

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." Then the next homeowner on the other side may feel the same way and do the same thing, etc. 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.

Our goal is to issue ten to fifteen grants in the City's LMI Census Block Groups.

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
	Facade 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 2022)

Yes, all funds were allocated. We did need an extension into 2023 because one applicant had not submitted their required invoices for reimbursement.

21. Has your department had any CDBG funds reprogrammed (taken back) by the CDBG Board? (Explain for 2022)

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.