

At the request of the subrecipient, remaining funds of \$14,923 from the 2024 AARC domestic violence shelter activity will be re-purposed into a new activity for ADA improvements at the AARC operated secondhand store. Section AP-35 has been amended to include this activity. Public participation requirements will be added to Section AP-12 prior to final approval.

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Bismarck is a grant recipient of the Community Development Block Grant (CDBG) Entitlement program from the U.S Department of Housing and Urban Development (HUD). The primary objective of the CDBG program is to develop viable urban communities by providing decent housing, a suitable living environment, and economic opportunities, mainly for low-and moderate-income individuals.

The grant is used to develop viable communities for low- and moderate-income (LMI) persons. Activities funded with CDBG funds must meet one of the program's three broad national objectives: **(1)** Benefit low-and moderate-income persons; **(2)** Aid in the prevention or elimination of slums or blight; or **(3)** Meet community development needs having a particular urgency. At least 70% of the overall fund expenditures must be used for activities that benefit low-and moderate-income persons.

The 2024 Annual Action Plan is the final Annual Action Plan in the 2020-2024 Consolidated Plan and includes actions the City of Bismarck will take during the June 1, 2024, to May 31, 2025, program year to address housing and community development needs in the City of Bismarck, particularly the needs of the low-and moderate-income residents. The Annual Action Plan provides a basis for assessing past performance and identifying areas of improved coordination between the City and subrecipients.

The City of Bismarck continues to work through consultations and public input opportunities both remotely and on-site when possible and has taken measures to encourage both new and previous subrecipients to apply for funds in order to secure projects in line with the 2020-2024 Consolidated Plan. Public comment periods and public hearings are provided both in-person and remotely, as in-line with the City of Bismarck Citizen Participation Plan, on any new Plans as well as any substantial amendments to Annual Action Plans or the Consolidated Plan.

The City of Bismarck has had a measurable amount of success navigating through a workout plan to address timeliness and credit balance overages through subrecipient technical assistance, Plan amendments for the reallocation of unused or stagnant funds and general attention to program weaknesses and areas of needed improvement.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The need for affordable housing and permanent supportive housing units for people facing long-term homelessness continues to be a challenge. While Missouri Slope Areawide United Way (United Way) operates a high-barrier shelter that caters to families and individuals not under the influence of a substance, there is a continued need for a low-barrier shelter where the homeless can seek shelter especially in inclement weather conditions. Ministry on the Margins has continued to operate an overnight coffee shop this year, partially filling this need by offering coffee and consequentially, shelter, to homeless people who are under the influence of drugs or alcohol or unable to find shelter elsewhere. The coffee shop offers a space where homeless under the influence can have coffee/tea and snacks and socialize in a stigma free environment. Previously allocated funds in the amount of \$341,414.50 from multiple program years for the operation of a social detox facility were canceled in April 2024 due to a lack of additional funding for a proposed project and to allow other agencies access to these funds. The City anticipates these funds to be highly demanded due to the large balance available and will continue to hold the goal of a low-barrier shelter as a high priority activity.

The need for subsistence payments has continued to be high and requested by multiple agencies locally. Subrecipients rely more heavily on CDBG funds to aid in the prevention of homelessness due to non-payment as a result of limited assistance from the State of North Dakota ND Rent Help and Eviction Prevention Programs. Salvation Army is currently the lead participant in the provision of back-rent and security deposits to assist individuals with securing permanent housing and furthering efforts to minimize homelessness.

The following goals were established in the 2020-2024 Consolidated Plan for the City of Bismarck. These goals were used to guide the 2024 Annual Action Plan.

Housing Goals

- Development or renovation of affordable rental housing
- Promote special needs housing
- Support efforts to increase/preserve homeownership for LMI households

Homeless Goals

- Support facilities serving homeless individuals and households
- Assist in the development of additional housing for the homeless
- Provide for homeless service providers

- Allocate funds to prevent homelessness

Community Development Goals

- Support public service activities
- Improve the quality of public facilities
- Improve connectivity and access
- Planning and administration

Housing goals met to date have included demolition of 17 units for the creation of 34 new public housing units, renovations for the creation of additional special needs housing units and low-income single-family projects for the improvements or addition of ADA accessibility needs to promote household retention. Goals achieved where the priority focus is ending or preventing homelessness include the maximum amount of service funds being awarded to those agencies who offer subsistence payments to prevent or end homelessness and allocations to agencies serving chronically homeless individuals where they otherwise be fully unsheltered. Community development goals continue to be a priority where any additional funds may be available and generally are in the form of improvements to public facilities that serve the local 62+ age demographic.

The City of Bismarck received 9 applications for 2024 CDBG funds (see 2024 Applications Summary attached) to assist a variety of service and construction projects. This year's funding will help address the remainder of the 2020-2024 Consolidated Plan goals.

Organization	Project Scope	Amount Requested
Dacotah Foundation	Dacotah Recovery Center exterior shelters and security lockers	\$ 120,000.00
Great Plains Food Bank	GPFB Regional Service Center reno (bathrooms and offices)	\$ 215,462.00
Abused Adult Resource Center	Domestic violence shelter flooring and bathroom improvements	\$ 60,000.00
Community Action Program	CAP Accessibility Program (ADA ramps, ADA bathroom remodels)	\$ 30,000.00
United Way	Shelter operations (staff, security, insurance, utilities, supplies and client assistance)	\$ 50,000.00
Salvation Army	Homelessness prevention (subsistence payments)	\$ 50,000.00
Seeds of Eden	Multinational Recovery Alliance program (staffing)	\$ 52,000.00
Aid, Inc.	Emergency financial support (rent, utilities, medical services, transportation)	\$ 25,000.00
TOTAL		\$ 602,462.00

2024 Applications Summary

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Bismarck has been a recipient of Community Development Block Grant (CDBG) funds for many years. The City has addressed housing and community development needs of low-and moderate-income citizens and has worked effectively with the U.S Department of Housing and Urban Development (HUD).

A total of \$1,604,068.45 in CDBG and CDBG-CV funding was disbursed during the previous program year (06/01/2023-05/31/2024) to various subrecipient's projects. CDBG funds went primarily towards agencies who provide subsistence payments (Salvation Army, West Central Human Services and Aid, Inc.) for LMI persons and households, as well as to projects for accessibility improvements and emergency repairs to single-occupant residences (Community Action Program) and renovations to housing for at-risk youth (Youthworks) and public facilities related to senior adult services (Burleigh

County Council on Aging), dental services for low-income individuals (Bridging the Dental Gap) and victims of domestic violence Abused Adult Resource Center). Additional service funds were provided to subrecipients providing support services (UspireND, Great Plains Food Bank and Dream Center). High Plains Fair Housing Center continued to provide support for LMI beneficiaries facing evictions and by informing clients of their equal access to fair housing, facilitating tenant-landlord mediation where needed, and client referral to organizations that assist with payment of rent and utilities. Ministry on the Margins provided emergency shelter for people being released from jails, treatment centers, and hospitals with no place to go or being released into homelessness. Additionally, CDBG funds assisted the demolition of 17 public housing units by Burleigh County Housing Authority for the creation of 34 new units to come available in 2025. (See Project Transaction Report attached)

CDBG-CV projects were completed by both Bismarck Public Schools for students in transition needing transportation services, as well as by Missouri Slope Areawide United Way where funds were allocated to supplement ongoing operating expenses related to Covid-19. Administration funds remaining are to be reallocated in the form of both service and construction activities, as needed, through a substantial amendment to the 2020 Annual Action Plan in the 2020-2024 Consolidated Plan. This will allow for a balance between the remaining administration funds and funds needed by subrecipients to continue to respond, prevent and prepare for the Covid-19 pandemic.

Subrecipient contracts for the 2022 program year were slightly delayed due to a number of amendments to the 2020, 2021 and 2022 Annual Action Plans which reallocated funds to priority projects. Projects are all actively underway, and the majority of previous year funds are expected to be reimbursed by the end of 2024. An additional substantial amendment to these same plan years is pending to allow for the reallocation of funds previously granted for a social detox facility project that has since been canceled. These funds are expected to be used to supplement current projects that were previously underfunded or for the creation of new projects in line with the 2020-2024 Consolidated Plan goals and objectives.

City staff continues to work diligently on reducing the overall credit balance to achieve more adequate and timely program performance and anticipates a continued level of success as current open and new projects move forward.



Project Transaction Report

G/L Date Range 06/01/23 - 05/31/24

Exclude Sub Ledger Detail

Sorted By Project - G/L Account - Date

G/L Date	Journal	Journal Type	Sub Ledger	Description	Source/Reference	Revenue	Debit Amount	Credit Amount	Actual Balance	Net Change
COMDEVG.CDBG2019.AARC - Community Development Grants, CDBG 2019 HUD Grants, AARC - Roof Repairs										
	315-315-130-3210-300			CDBG Grant		.00		Life-to-Date 11,130.00	(11,130.00)	
	315-315-130-4900-300			Capital Grants/Subsidies		11,130.00		.00	.00	
COMDEVG.CDBG2019.AARC Total						\$11,130.00		\$11,130.00	\$0.00	
COMDEVG.CDBG2019.AARCROOF - Community Development Grants, CDBG 2019 HUD Grants, AARC Roof Repairs										
	315-315-130-4900-300			Capital Grants/Subsidies		95.00		Life-to-Date 95.00	.00	
COMDEVG.CDBG2019.AARCROOF Total						\$95.00		\$95.00	\$0.00	
COMDEVG.CDBG2019.WEST CENTRAL - Community Development Grants, CDBG 2019 HUD Grants, West Central Human Service Ctr - Housing Srv										
	315-315-130-3210-300			CDBG Grant		.00		Life-to-Date 1,500.00	(1,500.00)	
	315-315-130-4900-300			Capital Grants/Subsidies		1,500.00		.00	.00	
COMDEVG.CDBG2019.WEST CENTRAL Total						\$1,500.00		\$1,500.00	\$0.00	
COMDEVG.CDBG2020.AARC - Community Development Grants, CDBG 2020 HUD Grants, Enhanced recreation for children in AARC										
	315-315-130-3210-300			CDBG Grant		.00		Life-to-Date 3,670.00	(3,670.00)	
	315-315-130-4900-300			Capital Grants/Subsidies		3,670.00		.00	.00	
COMDEVG.CDBG2020.AARC Total						\$3,670.00		\$3,670.00	\$0.00	
COMDEVG.CDBG2020.Admin - Community Development Grants, CDBG 2020 HUD Grants, Administration HUD										
	293-193-130-3900-315			Transfer-HUD		50.00		Life-to-Date 9,982.66	5,048.32	
	293-193-130-4110-000			Regular Salaries		12,882.29		6,134.46	11,796.15	
	293-193-130-4200-100			Health Insurance		5,218.74		2,591.11	14,423.78	
	293-193-130-4200-200			Life Insurance		13.57		3.76	14,433.59	
	293-193-130-4200-300			Disability Insurance		36.18		17.96	14,451.81	
	293-193-130-4200-400			Pension Expense		486.34		486.34	14,451.81	
	293-193-130-4210-100			Social Security		796.27		395.34	14,852.74	
	293-193-130-4210-200			Medicare		186.23		92.46	14,946.51	
	293-193-130-4240-100			Workers Comp-Premium		32.54		11.39	14,967.66	
	293-193-130-4430-100			Rentals-Building		262.99		262.99	14,967.66	
	293-193-130-4430-500			Rentals-Parking		94.98		31.66	15,030.98	
	315-315-130-3210-300			CDBG Grant		.00		24,963.64	(9,932.66)	
	315-315-130-8000-293			Transfer-GovtGrantsActivi		28,502.66		18,570.00	.00	
COMDEVG.CDBG2020.Admin Total						\$48,562.79		\$63,543.77	\$0.00	
COMDEVG.CDBG2020.BCHA - Community Development Grants, CDBG 2020 HUD Grants, BUILDING DEMO 2020										
	315-315-130-3210-300			CDBG Grant		.00		Life-to-Date 114.04	(114.04)	

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Sorted By Project - G/L Account - Date

G/L Date	Journal	Journal Type	Sub Ledger	Description	Source/Reference	Revenue	Debit Amount	Credit Amount	Actual Balance	Net Change
315-315-130-4900-300 - Capital Grants/Subsidies										
							114.04	.00	.00	
						COMDEVG.CDBG2020.BCHA Total	\$114.04	\$114.04	\$0.00	
COMDEVG.CDBG2020.BPRD - Community Development Grants, CDBG 2020 HUD Grants, Bismarck Parks and Rec - accessible walkway, shelter, benches										
							.00	39,583.50	(39,583.50)	
						315-315-130-3210-300 - CDBG Grant				
						315-315-130-4900-300 - Capital Grants/Subsidies	39,583.50	.00	.00	
						COMDEVG.CDBG2020.BPRD Total	\$39,583.50	\$39,583.50	\$0.00	
COMDEVG.CDBG2020.CAP - Community Development Grants, CDBG 2020 HUD Grants, Homeowner Accessibility Projects										
							.00	33,898.54	(40,000.00)	
						315-315-130-3210-300 - CDBG Grant				
						315-315-130-4900-300 - Capital Grants/Subsidies	40,000.00	.00	.00	
						COMDEVG.CDBG2020.CAP Total	\$40,000.00	\$33,898.54	\$0.00	
COMDEVG.CDBG2020.HPPH - Community Development Grants, CDBG 2020 HUD Grants, Education, Outreach, Enforcement										
							.00	5,000.00	(5,000.00)	
						315-315-130-3210-300 - CDBG Grant				
						315-315-130-4900-300 - Capital Grants/Subsidies	5,000.00	.00	.00	
						COMDEVG.CDBG2020.HPPH Total	\$5,000.00	\$5,000.00	\$0.00	
COMDEVG.CDBG2020.SA - Community Development Grants, CDBG 2020 HUD Grants, Salvation Army - Emergency rent & other services										
							.00	998.17	(998.17)	
						315-315-130-3210-300 - CDBG Grant				
						315-315-130-4900-300 - Capital Grants/Subsidies	998.17	.00	.00	
						COMDEVG.CDBG2020.SA Total	\$998.17	\$998.17	\$0.00	
COMDEVG.CDBG2021.AARC - Community Development Grants, CDBG 2021 HUD Grants, Roof Repair										
							.00	20,000.00	(20,000.00)	
						315-315-130-3210-300 - CDBG Grant				
						315-315-130-4900-300 - Capital Grants/Subsidies	20,000.00	.00	.00	
						COMDEVG.CDBG2021.AARC Total	\$20,000.00	\$20,000.00	\$0.00	
COMDEVG.CDBG2021.Admin - Community Development Grants, CDBG 2021 HUD Grants, Administration HUD										
							4,328.54	86,043.02	(81,535.56)	
						293-193-130-3900-315 - Transfer-HUD				
						293-193-130-4110-000 - Regular Salaries	61,754.80	12,238.74	(32,019.50)	
						293-193-130-4200-100 - Health Insurance	22,462.10	5,124.53	(14,681.93)	
						293-193-130-4200-200 - Life Insurance	43.15	10.37	(14,649.15)	
						293-193-130-4200-300 - Disability Insurance	128.62	30.76	(14,551.29)	

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Sorted By Project - G/L Account - Date

G/L Date	Journal	Journal Type	Sub Ledger	Description	Source/Reference	Revenue	Debit Amount	Credit Amount	Actual Balance	Net Change
293-193-130-4200-400				Pension Expense		6,642.59		971.04	(8,879.74)	
293-193-130-4210-100				Social Security		3,743.78		807.08	(5,943.04)	
293-193-130-4210-200				Medicare		875.57		188.77	(5,256.24)	
293-193-130-4240-100				Workers Comp-Premium		66.26		18.57	(5,208.55)	
293-193-130-4430-100				Rentals-Building		3,856.06		262.99	(1,615.48)	
293-193-130-4430-500				Rentals-Parking		348.26		126.64	(1,393.86)	
293-193-130-4500-300				Airfare		472.21		.00	(921.65)	
293-193-130-4500-700				Service Area Travel		20.96		.00	(900.69)	
293-193-130-4500-800				Taxi/Parking		31.66		.00	(869.03)	
293-193-130-4510-100				Conference Registration		100.00		.00	(769.03)	
293-193-130-4610-200				Legal Ads		2,144.10		.00	1,375.07	
293-193-130-4630-600				Permits/Fees		20.00		.00	1,395.07	
293-193-130-4700-100				Office Supplies		197.58		.00	1,592.65	
293-193-130-4700-500				Postage		8.87		.00	1,601.52	
315-315-130-3210-300				CDBG Grant		.00		51,171.03	(49,569.51)	
315-315-130-8000-293				Transfer-Gov/GrantsActivi		90,339.90		8,625.42	32,144.97	
COMDEVG.CDBG2021.Admin Total						\$197,585.01		\$165,618.96	\$32,144.97	
COMDEVG.CDBG2021.AID - Community Development Grants, CDBG 2021 HUD Grants, AID Incorporated - Home repairs								Life-to-Date	\$0.00	
315-315-130-3210-300				CDBG Grant		.00		18,432.50	(18,432.50)	
315-315-130-4900-300				Capital Grants/Subsidies		18,432.50		.00	.00	
COMDEVG.CDBG2021.AID Total						\$18,432.50		\$18,432.50	\$0.00	
COMDEVG.CDBG2021.BCCA - Community Development Grants, CDBG 2021 HUD Grants, Burleigh County Council on Aging - Rec Room								Life-to-Date	\$0.00	
315-315-130-3210-300				CDBG Grant		.00		33,000.00	(33,000.00)	
315-315-130-4900-300				Capital Grants/Subsidies		33,000.00		.00	.00	
COMDEVG.CDBG2021.BCCA Total						\$33,000.00		\$33,000.00	\$0.00	
COMDEVG.CDBG2021.BCHA - Community Development Grants, CDBG 2021 HUD Grants, Burleigh County Housing Authority								Life-to-Date	\$0.00	
315-315-130-3210-300				CDBG Grant		.00		74,941.00	(74,941.00)	
315-315-130-4900-300				Capital Grants/Subsidies		74,941.00		.00	.00	
COMDEVG.CDBG2021.BCHA Total						\$74,941.00		\$74,941.00	\$0.00	
COMDEVG.CDBG2021.BDG - Community Development Grants, CDBG 2021 HUD Grants, Bridging the Dental Gap - Building Improvements								Life-to-Date	\$0.00	
315-315-130-3210-300				CDBG Grant		.00		10,580.15	(10,580.15)	
315-315-130-4900-300				Capital Grants/Subsidies		10,580.15		.00	.00	
COMDEVG.CDBG2021.BDG Total						\$10,580.15		\$10,580.15	\$0.00	

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Sorted By Project - G/L Account - Date

G/L Date	Journal	Journal Type	Sub Ledger	Description	Source/Reference	Revenue	Debit Amount	Credit Amount	Actual Balance	Net Change
293-193-130-4200-400				Pension Expense		556.73		.00	(81.91)	
293-193-130-4210-100				Social Security		207.35		.00	125.44	
293-193-130-4210-200				Medicare		48.49		.00	173.93	
293-193-130-4240-100				Workers Comp-Premium		4.23		.00	178.16	
293-193-130-4430-100				Rentals-Building		346.91		.00	525.07	
293-193-130-4430-500				Rentals-Parking		63.32		.00	588.39	
315-315-130-8000-293				Transfer-GovtGrantsActivi		5,530.86		.00	6,119.25	
COMDEVG.CDBG22.ADMIN Total						\$11,650.11		\$5,530.86	\$6,119.25	
									Life-to-Date	\$0.00
COMDEVG.CDBG22.USPIREND - Community Development Grants, CDBG 2022 HUD GRANTS, USPIREND - Family Visitation Program										
315-315-130-3210-300				CDBG Grant		.00		10,000.00	(10,000.00)	
315-315-130-4900-300				Capital Grants/Subsidies		10,000.00		.00	.00	
COMDEVG.CDBG22.USPIREND Total						\$10,000.00		\$10,000.00	\$0.00	
									Life-to-Date	\$0.00
COMDEVG.CDBG22.YW - Community Development Grants, CDBG 2022 HUD GRANTS, YOUTHWORKS - High Risk Youth Services										
No G/L Account										
COMDEVG.CDBG22.YW Total						\$57,579.00		\$57,579.00	\$0.00	
									Life-to-Date	\$0.00
COMDEVG.CDBGCV.Admin - Community Development Grants, CDBG Covid19 HUD Grant, Administration										
293-193-130-3900-315				Transfer-HUD		.00		3,089.66	(1,778.76)	
293-193-130-4110-000				Regular Salaries		2,085.25		.00	306.49	
293-193-130-4200-100				Health Insurance		650.81		.00	957.30	
293-193-130-4200-200				Life Insurance		1.55		.00	958.85	
293-193-130-4200-300				Disability Insurance		4.74		.00	963.59	
293-193-130-4200-400				Pension Expense		207.03		.00	1,170.62	
293-193-130-4210-100				Social Security		124.34		.00	1,294.96	
293-193-130-4210-200				Medicare		29.09		.00	1,324.05	
293-193-130-4240-100				Workers Comp-Premium		2.89		.00	1,326.94	
293-193-130-4700-500				Postage		1.36		.00	1,328.30	
315-315-130-3210-300				CDBG Grant		.00		3,815.90	(2,487.60)	
315-315-130-8000-293				Transfer-GovtGrantsActivi		3,089.66		.00	602.06	
COMDEVG.CDBGCV.Admin Total						\$6,196.72		\$6,905.56	\$602.06	
									Life-to-Date	\$0.00
COMDEVG.CDBGCV.BPS - Community Development Grants, CDBG Covid19 HUD Grant, Bismarck Public Schools - transportation - CDBG CV										
315-315-130-3210-300				CDBG Grant		.00		715.39	(715.39)	
315-315-130-4900-300				Capital Grants/Subsidies		715.39		.00	.00	
COMDEVG.CDBGCV.BPS Total						\$715.39		\$715.39	\$0.00	

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Sorted By Project - G/L Account - Date

G/L Date	Journal	Journal Type	Sub Ledger	Description	Source/Reference	Revenue	Debit Amount	Credit Amount	Actual Balance	Net Change
COMDEVG.CDBGCV.UW - Community Development Grants, CDBG Covid19 HUD Grant, United Way COVID 19								Life-to-Date	\$0.00	
No G/L Account							587,045.60	587,045.60	.00	
315-315-130-3210-300 - CDBG Grant							.00	293,522.80	(293,522.80)	
315-315-130-4900-300 - Capital Grants/Subsidies							293,522.80	.00	.00	
COMDEVG.CDBGCV.UW Total							\$880,568.40	\$880,568.40	\$0.00	
Grand Totals							\$1,604,068.45	\$1,575,571.51		

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4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The citizen participation for this year consisted of a public announcement of the availability of the CDBG application form for the 2024 program year and included one public input opportunity for individuals to identify community needs on February 7, 2024. No members of the public attended and no comments were provided at this time. Applications were accepted for a total of 30 days and upon receipt of the CDBG allocation from HUD, the Community Advisory Council met on May 23, 2024, as governed by the Citizen Participation Plan, and subrecipient selections were made at that time. A draft 2024 Annual Action Plan was made available on our website for a 30-day comment period and a second public hearing was held on July 11, 2024. The Bismarck Board of City Commissioners recommended approval of the draft 2024 Annual Action Plan on July 23, 2024 and the City has continued a streamlined application process by making the forms fillable online, with the option for submission in-person or via e-mail.

Although public meetings and hearings are held as part of the overall citizen participation process, historically they have not been well attended, so in response other methods of engagement have been utilized. In addition to the opportunity to attend public hearings, the City continued to share application opportunities with previous CDBG subrecipients and provided guidance to current subrecipients with prior year funds still available. There remains a goal of increasing overall community involvement and bridging any information gaps in order to assist organizations explore an interaction between their respective goals and objectives, Consolidated Plan priorities and CDBG funding.

Overall, citizen participation included notices of public hearings and program updates, advertisements, on-line information, and outreach/consultation with local organizations to obtain comments, suggestions for funding, and agency proposals. Hearings were held at the City-County Office Building, located in an LMI neighborhood and accessible to people with disabilities. In addition, all public notices provided information about additional assistance that was available for persons with a disability (e.g., TTY number), language assistance (e.g., Spanish phone number) and staff contact information. Technical assistance was offered to non-profit organizations, and emails and application information were sent to non-profits and other agencies who provide services to LMI households (see attached application solicitation).

**PUBLIC NOTICE
THE DEVELOPMENT OF BISMARCK'S 2024 ANNUAL ACTION PLAN
& APPLICATION FOR 2024 CDBG FUNDS**

Notice of Non-Discrimination on the Basis of Disability and Reasonable Accommodation

The City of Bismarck promotes fair housing and makes all its programs available to low- and moderate-income families regardless of age, race, color, religion, sex, national origin, sexual preference, marital status or handicap. The City of Bismarck does not discriminate in admission or access to, or treatment or employment in, its federally assisted programs and activities on the basis of disability. Reasonable accommodations will be made available to the disabled, upon request. Translators/Translation services are also available upon request.

Please publish the above notice once as a legal ad on Tuesday, January 16, 2024.

The bill and affidavit of publication should be sent to: Attn: Hilary Balzum, Bismarck Community Development Department, PO Box 5503, Bismarck, ND 58506 (customer no. 104-60062391)

Questions – please call Hilary Balzum at (701) 355-1847

2024 Solicitation for Applications

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

A public comment period was offered from January 16 through February 15, 2024, with a public input meeting held in the City-County Office Building on February 7, 2024, for input to be provided on preferred uses of the 2024 CDBG funds. No comments were received. A second public comment period was offered from July 3, 2024 through August 2, 2024 with a public hearing held in the City-County Office Building on July 11, 2024 for input on the draft 2024 Annual Action Plan. Currently, no comments have been received. (see attached minutes from both input opportunities).



Minutes for Public Input Meeting on the 2024 Annual Action Plan

Staff present: Daniel Nairn, Hilary Balzum and Ben Ehreth

Time: Wednesday, February 7, 2024, at 5:00 pm

Location: David J. Blackstead Conference Room, City-County Office Building, 221 North 5th Street, Bismarck, ND.

Ms. Balzum opened the meeting and provided a sign-in sheet and Title VI surveys for visitors. The doors to the City-County Office Building were unlocked in preparation for the meeting, and it was advertised in the Bismarck Tribune and the City of Bismarck CDBG program web page.

Staff waited until 6:00 pm and with no members of the public attending to provide comments, the meeting was closed.



6. Summary of comments or views not accepted and the reasons for not accepting them

No comments were received and no comments were rejected for inclusion in the Plan.

7. Summary

There continues to be a need for a low-barrier shelter as identified in the City of Bismarck's Comprehensive Plan, Together 2045 and the 2020-2024 Consolidated Plan. The existing high-barrier shelter at Missouri Slope Areawide United Way caters to families, and as such, does not admit homeless people under the influence of either drugs and or alcohol. A low-barrier shelter is needed to literally keep people alive in the City of Bismarck's sub-zero degree weather conditions in the winter. Ministry on the Margins continues to operate an overnight coffee shop which is currently filling this community need. Additional supportive services, such as a detox treatment program, will help sustain long-term sobriety and minimize returns into homelessness. Discussions are ongoing amongst various community agencies in efforts to fund a project and meet this outstanding need. Options explored have included a collaborative effort by multiple agencies, improvements to other facilities to accommodate the unique need and future planning by City departments to achieve this common goal.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	Bismarck	Community Development Department

Table 1 – Responsible Agencies

Narrative (optional)

The City of Bismarck Community Development Department continues to take lead responsibility on the preparation and execution of Consolidated Plans and associated Annual Action Plans. One full-time City Planner acts as the CDBG Program Administrator and facilitates this program through plan preparation, meeting coordination and monitoring of projects and subrecipients. The position is supervised by the Planning Manager and the Community Development Director.

Consolidated Plan Public Contact Information

Ben Ehreth, Community Development Director | Daniel Nairn, Planning Manager | Hilary Balzum, Planner/CDBG Program Administrator

City of Bismarck, 221 North 5th Street, PO Box 5503, Bismarck, ND 58506-5503

Phone: (701) 355-1840 | Fax: (701) 222-6450 | TDD: 711 | Email: planning@bismarcknd.gov

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The participation efforts for this year consisted of a public announcement of the availability of the CDBG application form for the 2024-2025 program year, a public input meeting held on February 7, 2024, and a public hearing on July 11, 2024, to help identify community needs. This draft 2024 Annual Action Plan is made available on our website for a 30-day comment period.

The preparation of the 2024 Annual Action Plan was done with consultation from non-profit organizations/agencies addressing the needs of the community and other service providers. In addition to the traditional public hearings, the City obtains quarterly reporting from subrecipients to get feedback on their current projects and is invited to participate in plan input to identify challenges and present views on community needs that should be addressed during this program year.

The City currently has one shelter that also serves as a shelter for families, and as such, not positioned to accommodate those under the influence. Winter weather and dangerous outdoor elements amplify the need for a low-barrier shelter. Ministry on the Margins opened its doors to provide an all-night cafe for all unsheltered people, including those under the influence of drugs and or alcohol. A social and medical detox facility would ideally offer other supportive services such as mental health, detoxification programs, counselling, and permanent supportive housing. While CDBG funds previously allocated for a social detox facility had to be reallocated due to a lack of funding sources, a low-barrier shelter continues to be a priority goal of most City of Bismarck plans and needs assessments.

The City has held regular dialogue with agencies, both current and former subrecipients, to receive feedback on program needs, current and future construction and service plans, and expectations for the disbursement of allocated funds. The agencies listed in the table below participated in this annual action planning process.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

The City collaborates with Burleigh County Housing Authority (BCHA), which provides public housing and affordable housing opportunities for the community. BCHA also assists its clientele in pursuing homeownership. The City collaborates with the North Dakota Department of Human Services to provide health-related assistance to LMI households and/or those threatened by lack of financial resources, emotional crisis, disabling conditions or inability to protect themselves. The City also works with other local nonprofits such as Bridging the Dental Gap which assists under-insured and low-income members of the community access dental care.

The City continues to work closely with the Missouri Valley Coalition for Homeless People (MVCHP), a coalition of over 40 member organizations, all of whom have an interest in the issues of homelessness. This coalition consists of non-profits, government agencies, churches, businesses, and individual citizens. The City reaches out to non-profit and other active agencies in Bismarck to establish their scope in community development and explore areas of potential synergy.

City staff has also had ongoing dialogue with a new non-profit, Stepping Stone Ministries, related to the renovation of an existing building for use as a post-hospital respite facility. This will be the only facility of its kind in the community and will be a considerable addition to satisfying the needs of unhoused individuals upon discharge from medical care. They anticipate being able to accommodate a few patients upon opening with plans for increased capacity in the future.

The CDBG Program Administrator announces funding opportunities to any past applicants and subrecipients to ensure diversity in projects and services and offers technical assistance as needed.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The MVCHP coordinates the local Continuum of Care (CoC) process which provides a forum for local agencies to communicate, identify needs and prioritize local needs. The MVCHP provides local input into the CoC that is developed at the State level. Its regular meetings provide an opportunity to share information between members on a monthly basis and to coordinate activities. The City is an active member of this organization. City staff makes a concerted effort to obtain information and data from the CoC where available and uses this to make determinations on current needs and activity selections.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Bismarck does not receive ESG funds but is an active member of the MVCHP to promote awareness and communication.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Ministry on the Margins
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	MOTM operates a food pantry for the homeless and LMI. MOTM also offers prison-to-society support by assisting formerly incarcerated individuals access housing, counseling services, food, health, and other such services. MOTM continues to provide their overnight cafe for the homeless, many of whom are unable to access any shelter for being under the influence. The cafe is open from 10pm to 6am and serves coffee and bread/scones. MOTM recently facilitated a collaborative effort in conducting a Point-in-Time (PIT) count during the summer. Regular consultations are held to identify areas of greatest need for the homeless and explore plausible CDBG funded solutions that would yield a great impact. These discussions continue to revolve around the need for a low-barrier shelter in Bismarck. Currently, homeless people under the influence do not have anywhere they can shelter for the night, which has led to several deaths especially during winter sub-zero degree weather conditions. More recent discussions with the MOTM Business Manager and Executive Director included guidance on qualifying reimbursable expenses and to explore the potential for improvements with a long-term lease as the building occupied by MOTM is owned by a separate entity, as well as opportunities for partnering with other local agencies to further house chronically homeless individuals.

2	Agency/Group/Organization	Dream Center Bismarck
	Agency/Group/Organization Type	Services-Children Services-homeless Services-Health Services-Employment
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Dream Center, a nonprofit organization dedicated to serving low-and moderate-income (LMI) and marginalized people in the community, is currently focused on free grocery distribution 6 days a week for those in need. Their Adopt-a-Block food distribution has positively impacted a little over 5,000 households. The Dream Center maintains a partnership with the Banquet, a nonprofit organization which provides food 4 times a week and, in the process, referrals to community-based services for financial, social, and physical well-being. The Dream Center is a 2023 CDBG subrecipient with a continued need for assistance with the procurement of food supplies from various entities due to inflated costs after the pandemic. The Dream Center will utilize their funds to assist with these purchases from their vendors and will continue to explore areas of improved coordination as Dream Center expands its services.
3	Agency/Group/Organization	Abused Adult Resource Center
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The City works with AARC as a sub-recipient of CDBG. The Agency assists victims of domestic violence and sexual assault by establishing and maintaining a program which will provide temporary shelter, crisis intervention, prevention, education, support, and hope as a vision to eliminate violence. They also work with the community to develop awareness and sensitivity to issues of domestic assault. City staff worked diligently with AARC staff to prioritize goals and determined it appropriate to move previous funds from their domestic violence shelter project to a roof mitigation project at their intake office. Due to the sensitive nature of the domestic violence shelter, procuring a contractor proved difficult and it was decided AARC would use other funding sources to complete that project at a better time. 2022 CDBG funds allowed for the installation of an elevator to improve ADA accessibility at the AARC thrift store, Seeds of Hope and a reallocation of funds with amendments to the 2022 Annual Action Plan allowed for coverage of nearly this entire expense. Due to multiple projects being worked on between these three contracts, AARC was not selected as a recipient of 2023 funds but is encouraged to apply for funds again in the future. AARC has submitted a request for 2024 funds for other improvements at their domestic violence shelter and shared with staff that they are in the process of recruiting for a new grants coordinator. They also received monitoring in the previous program year and were found to be performing at high level of success in administering their CDBG activities.</p>
4	<p>Agency/Group/Organization</p>	<p>Salvation Army</p>
	<p>Agency/Group/Organization Type</p>	<p>Services - Housing</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy</p>

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Salvation Army has historically utilized CDBG funds to assist families and individuals who are homeless or at risk of homelessness. They assist with back rent, deposits or first month's rent to help households retain their existing, or secure new, housing. Salvation Army collaborates with multiple agencies to prevent duplication of benefits (DOB) and relies on the Homeless Management Information System (HMIS). They are aware and taking all the necessary precautions to make sure assistance gets to only those in need. During consult with Salvation Army, it was disclosed that they were met with a surplus of CDBG funds due to State and Federal assistance granted in response to COVID. They currently have 2022 and 2023 CDBG funds available for disbursement as well as an application for 2024 funds. Technical assistance was provided to the agency during the turnover of their grants coordinator position and is ongoing to assist in timely use of the available funds.
5	Agency/Group/Organization	YOUTHWORKS
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth Homelessness Strategy

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Youthworks helps homeless, runaway, trafficked and struggling youth by offering transitional housing and support for both homeless and pregnant or parenting youth. Regular check-ins are provided to the Program Manager to discuss current and future needs of the organization, as well as the timeline of funds allocated to Youthworks for improvements as part of the amendments to the 2022 Annual Action Plan. Youthworks was a recipient of 2021 CDBG funding which they utilized to carry out small to moderate renovations on their three main buildings that house their intake office and living spaces. This project has since been completed and they are able to move on to their parking lot and entry improvements including doors, windows and decks, to enhance stability and security. These projects are anticipated to be completed during the summer of 2024. 2024 funds have not been requested which will help prevent an overlap of allocations.</p>
6	<p>Agency/Group/Organization</p>	<p>High Plains Fair Housing Center</p>
	<p>Agency/Group/Organization Type</p>	<p>Service-Fair Housing</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Homeless Needs - Families with children</p>

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>High Plains Fair Housing works to ensure equal access to fair housing through training, education, enforcement, and advocacy. The City works with High Plains Fair Housing to raise public awareness of federal and state fair housing laws that prohibit housing discrimination. They advocate for people experiencing discrimination through mediation and following their cases through the complaint process. General contact with HPFH included info-gathering on projected expenditures of prior year funds and direct sharing of the 2024 CDBG funds application period. City staff has continued to issue annual letters of support in addition to coordinating the recognition of Fair Housing Month in April via proclamation by the Bismarck City Commission. Consult was had with HPFH on their option to use remaining funds for outreach in LMA and they were able to effectively expend prior year resources. HPFH has not requested additional funds as of this time.</p>
7	<p>Agency/Group/Organization</p>	<p>Burleigh County Council on Aging</p>
	<p>Agency/Group/Organization Type</p>	<p>Services-Elderly Persons</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Non-Homeless Special Needs</p>

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Burleigh County Council on Aging (BCCA) most frequently utilizes their CDBG funds for improvements to the Burleigh County Seniors Center where affordable meals and activities are provided. The City's most recent work with their Executive Director included dialogue focused on securing contractors to start an improvement project and be able to expense prior year funds. BCCA was selected as recipient of additional 2022 CDBG funds with amendments to the 2022 Annual Action Plan and will receive 2023 CDBG funds for additional improvements to accommodate an increase in demand. Assistance has been provided in the form of bidding and procurement guidance and practices where BCCA has opted to complete their 2022 and 2023 activities in 2024 to include dish room and warehouse enhancements to accommodate an increased demand for services, as well as their purchase of a walk-in freezer to replace the original obsolete equipment that can no longer safely house perishable food items. These projects have construction contracts secured and will be underway to be completed throughout the remainder of 2024. BCCA received monitoring during the 2023 program year and discussions focused on timing of projects through weather related delays and supply chain availability of needed construction items.</p>
8	<p>Agency/Group/Organization</p>	<p>Missouri Slope Areawide United Way</p>
	<p>Agency/Group/Organization Type</p>	<p>Services - Housing Services-homeless</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Homeless Needs - Chronically homeless Homeless Needs - Families with children</p>

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Missouri Slope Areawide United Way provides the only emergency shelter in the community. It serves as ground zero for the homeless community, offers shelter that is open 7 days a week and links clientele to other supportive services. Consultation with this agency is ongoing since they continue to be the only emergency shelter in the community. They provide information on local needs and the ability of local nonprofits to provide services. A re-allocation of CDBG-CV funds in the 2019 Annual Action Plan provided an opportunity for additional disbursement to assist Missouri Slope with service costs associated with Covid. These funds have since been expensed and MSAUW has submitted an application for 2024 funds.
10	Agency/Group/Organization	West Central Human Service Center
	Agency/Group/Organization Type	Services - Housing Services-Children Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consult with WCHSC was to explore opportunities to expend remaining funds or return funds to the program. The agency did choose to return a small portion of remaining funds to allow an additional allocation to a current activity under a different subrecipient. The agency chose to not apply for 2024 CDBG funds while they work through staffing changes and other priorities.
11	Agency/Group/Organization	Mosaic Community Triage Center
	Agency/Group/Organization Type	Services-homeless Services-Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mosaic Community Triage Center was granted 2022 CDBG funds to be used towards the acquisition of and/or improvements to an appropriate location or existing facility. The intent of this service was to provide a detox facility for those in need of health services for safe detox, but with no permanent shelter or housing. The facility was proposed to be able to accommodate up to eight individuals experiencing health emergencies due to substance abuse and provide guidance on how to achieve more sustainable living. While considerable efforts were made to secure a location, additional funding was not available and the allocated CDBG funds were de-obligated to allow for a prioritization of other projects and activities.
12	Agency/Group/Organization	Great Plains Food Bank
	Agency/Group/Organization Type	Services-Children Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Great Plains Community Food Bank was a first-time recipient of CDBG funds in the 2021 program year. Their mission is to recover food that would otherwise go to waste and distribute it to those in need. This is accomplished through partnerships with various food and financial donors, produce growers and food industry participants. They offer school pantry, backpack, and summer lunch programs as well as services for seniors and new moms. The agency has applied for 2024 funds to assist with an expansion of their Bismarck facility that would allow for more appropriate bathroom facilities, functionality and productivity for its growing number of volunteers and increased needs in the community.
13	Agency/Group/Organization	COMMUNITY ACTION PROG. REG VII
	Agency/Group/Organization Type	Services - Housing

	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Community Action Program (CAP) has received CDBG funds in a number of program years as one agency that offers assistance with emergency repairs and accessibility improvements to low-income single-family homeowners. Quarterly reports provided have shown slight delays in timely expenditure of funds but to date all funds have now been expensed after a one-month extension was granted to their subrecipient agreement. The services provided are a priority of the current Consolidated Plan and CAP has applied for 2024 funds to continue these activities.
14	Agency/Group/Organization	USpireND
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	USpireND is a former recipient of CDBG funds to assist with services they provide in the form of their Healthy Families program which connects families to resources that promote healthy living environments. Consult was provided for clarification on eligible activities related to payroll reimbursements for staff directly connected to the Healthy Families program. They have requested 2024 CDBG funds to allow for the continuation of this service.
15	Agency/Group/Organization	Seeds of Eden
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Seeds of Eden is a new non-profit to the community and is an agency that provides services to individuals struggling with addiction or other life changing detriment. They connect people to services and provide life coaching to encourage a sustainable living environment. Consult has included guidance on eligible CDBG activities, application requirements, program expectations and overall technical assistance on successful utilization of funds. The agency has requested 2024 CDBG funds to aid their Multinational Recovery Alliance program.
16	Agency/Group/Organization	DACOTAH FOUNDATION
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Dacotah Foundation continues to be one of the sole providers of special needs housing in the community serving a population experiencing mental health challenges. They are a former and current subrecipient of CDBG funds and have indicated a need for additional funds for a current project at Gerridee's Place. The agency has been encouraged to apply for funds available as part of amendments to the 2020, 2021 and 2022 Annual Action Plans and has also requested 2024 CDBG funds for a separate project. The current project at Gerridee's Place is underway and will allow up to four additional individuals to secure permanent supportive housing. Special needs housing of this kind continues to be a main priority of the City of Bismarck's Consolidated Plans and an overall community need.
17	Agency/Group/Organization	Stepping Stone Ministries
	Agency/Group/Organization Type	Services-homeless

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Stepping Stone Ministries is a new non-profit to the community that provides post-hospital stay respite care to prevent individuals being medically discharged into homelessness. A series of consultations has been had with both the Executive Director and the Program Director regarding CDBG eligible activities, project timelines, performance expectations and activity implementation. An on-site visit was conducted with the agency and various City staff members to discuss code and structural compliance matters. The agency has taken a genuine interest in the use of CDBG funds in the future to assist with accessibility and safety improvements at the proposed location in the future. The overall intent of the agency to provide respite care to individuals who would otherwise be chronically homeless upon discharge from medical care will meet a variety of needs for the community.
18	Agency/Group/Organization	BURLEIGH COUNTY HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Burleigh County Housing Authority (BCHA) is the sole public housing authority in Bismarck and is an active participant in the CDBG program. The agency was able to utilize funds for the demolition of 17 units for the subsequent construction of 34 new public housing units in the form of one-bedroom apartments and two-bedroom townhomes. They are also conducting a project currently for security enhancements at their Crescent properties and have indicated a potential need for additional funds. They have not requested 2024 CDBG funds but continue to be invited to apply. BCHA received monitoring in the previous program year and have shown consistency in the administration of their CDBG funds and are compliant in the requirements of the program and their subrecipient agreement.
19	Agency/Group/Organization	Heaven's Helpers
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Heaven's Helpers received in-person consult from City Planning related to an opportunity for funds to assist with the expansion of their current location to serve as a men's shelter. Budget, timeline, eligible activities and general administration of funds was discussed as there is the potential for current or future funds to be awarded. Guidance was given on the application process, choice limiting activities, project selection and subrecipient expectations.
20	Agency/Group/Organization	Bismarck Public Schools
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Bismarck Public Schools was invited and participated in a forum offered jointly between Bismarck-Burleigh Public Health (BBPH) and Community Development - Planning Division to discuss housing and homelessness needs. This forum provided information on both CDBG Plans and the BBPH Community Health Improvement Plan. BPS had representation at this forum.
21	Agency/Group/Organization	CHI St. Alexius
	Agency/Group/Organization Type	Health Agency
	What section of the Plan was addressed by Consultation?	Hospital
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CHI St. Alexius was invited to participate in a forum offered jointly between Bismarck-Burleigh Public Health (BBPH) and Community Development - Planning Division to discuss housing and homelessness needs. This forum provided information on both CDBG Plans and the BBPH Community Health Improvement Plan. CHI St. Alexius did not have representation at this forum.
22	Agency/Group/Organization	Sanford Medical Center
	Agency/Group/Organization Type	Health Agency
	What section of the Plan was addressed by Consultation?	Hospital
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Sanford Medical Center was invited and participated in a forum offered jointly between Bismarck-Burleigh Public Health (BBPH) and Community Development - Planning Division to discuss housing and homelessness needs. This forum provided information on both CDBG Plans and the BBPH Community Health Improvement Plan. A representative from Sanford gave an overview of the results of a recent community health needs assessment survey. Additional representation for participation in the breakout groups offered was not available.

23	Agency/Group/Organization	Bismarck Global Neighbors
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Bismarck Global Neighbors is a nonprofit group founded to meet the goals of the immigrant population in North Dakota. They operate the City's only New American mentorship program and offer free services to support integration into the community. According to the American Immigration Council, North Dakota has a small but growing community of immigrants. While an in-person consultation was not held, Bismarck Global Neighbors was invited, however chose not, to apply for 2024 CDBG funds. City staff will continue to share this opportunity with them as they see value in supporting the diversity of the Bismarck Global Neighbors mission.

Identify any Agency Types not consulted and provide rationale for not consulting

No agency types were intentionally excluded from consultation. City staff targets to include all interested agencies and parties in its consultation attempts and has summarized them above to the best of their knowledge. Both public and private industry agencies and businesses are welcome to provide input at the public comment and public hearing opportunities of this Plan. Many of these agencies do not have local representation, specifically those associated with broadband and internet services, however, additional consult and participation is requested with the preparation of each Consolidated Plan.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Missouri Valley Coalition for Homeless People	Bismarck's Consolidated Plan integrates the needs assessed by the statewide Continuum of Care and Region 7, which contains Bismarck.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

**1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting**

Public notices were published (attached), public comment periods were offered and public hearings were held in accordance with the City of Bismarck Citizen Participation Plan. While attendance and input has historically been minimal, goal-setting remains in-line with other City goals and objectives such as those included in the Together 2045 Plan and the City's plan to end homelessness (2019-2023).

During the creation of the 2024 Annual Action Plan, no members of the public attended the input meeting or public hearing and written comments were received for inclusion in the Plan. Public hearing meeting minutes of 7/11/24 are attached.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Non-targeted/broad community	A public input meeting was held on February 7, 2024. No members of the public participated.	No comments were received.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Non-targeted/broad community	A solicitation for applications and a notice of a public input opportunity was published in the Bismarck Tribune and online on January 16, 2024.	No comments were received.		
3	Public Hearing	Non-targeted/broad community	A public hearing on the draft 2024 Annual Action Plan was held on July 11, 2024 in the City-County Office Building. No members of the public attended and no comments were received.			
4	Public Input Request	Non-targeted/broad community	The City of Bismarck offered a public input on the draft 2024 Annual Action Plan from July 3, 2024 through August 2, 2024. No comments were received.			

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

This will be the final Annual Action Plan of the City's 2020-2024 Consolidated Plan. The City of Bismarck continues to work through reducing its ratio of unexpended funds, specifically those previously allocated from multiple program years for the development of a social detox facility. This project has since been canceled due to inactivity and to allow other subrecipients access to the funds which will be reallocated through amendments to the 2020 Annual Action Plan in the 2020-2024 Consolidated Plan, 2021 Annual Action Plan and 2022 Annual Action Plan. At the

time this Plan was prepared, applications were being solicited with the expectation that funds would be awarded in or around September 2024.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	371,960.00	0.00	0.00	371,960.00	371,960.00	The City of Bismarck does not have any outstanding Program Income to be allocated and all prior year resources are obligated to current or future projects.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

If local matching funds are required, the City could use several different options such as local sales tax revenue as match in economic development activities. Where requested funds are not able to be fully granted, remaining project costs or cost overrun would be the responsibility of the subrecipient, either through their regular agency operations annual budget or other state and local funds where applicable. Agencies often utilize resources made available by the North Dakota Continuum of Care, as well as LIHTC through the North Dakota Housing Finance Agency where affordable housing projects are concerned. This agency also administers the Emergency Solutions Grant and North Dakota Homeless Grant for the provision of financial support to assist in identifying sheltered and unsheltered individuals. The City of Bismarck has not historically required a match on projects but rather requests a project budget as well as the annual agency budget totals at the time funds are

requested.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Not applicable.

Discussion

The City of Bismarck does not have any outstanding Program Income to be allocated and all prior year resources are obligated to current or future projects.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Support homeownership for LMI households	2020	2024	Affordable Housing	Citywide	Affordable Owner-occupied Housing	CDBG: \$30,000.00	Homeowner Housing Rehabilitated: 7 Household Housing Unit
8	Support public service activities	2020	2024	Non-Housing Community Development	Citywide	Homeless Housing and Services	CDBG: \$40,000.00	Public service activities other than Low/Moderate Income Housing Benefit: 82 Persons Assisted
9	Improve the quality of public facilities	2020	2024	Non-Housing Community Development	Citywide	Improved Public Facilities	CDBG: \$227,568.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 23550 Persons Assisted
11	Planning and administration	2020	2024	Planning and Administration	Citywide		CDBG: \$74,392.00	

Table 6 – Goals Summary

Goal Descriptions

3	Goal Name	Support homeownership for LMI households
	Goal Description	Community Action Program offers an accessibility program where single-family, low-moderate income households can receive modifications to their homes in the form of wheelchair ramps and ADA accessibility modifications to bathrooms. This program encourages recipients to remain independent in their homes.
8	Goal Name	Support public service activities
	Goal Description	Aid, Inc. provides services in the form of subsistence payments to individuals in the form of security deposits and emergency rent in efforts to prevent or end homelessness. This allows the agency to focus their other funding sources towards missions such as emergency transportation services and medical expense assistance. USpireND will use CDBG funds to support their Healthy Families program which offers in-home parenting guidance, assistance with substance abuse treatment and prevention, and general social services. Funds will be used to offset payroll costs for those employees directly facilitating the Healthy Families program.
9	Goal Name	Improve the quality of public facilities
	Goal Description	Great Plains Food Bank is the only local neighborhood food bank where households can receive emergency food supplies. Great Plains Food Bank partners with local providers to procure food supplies and serves as the distribution site for these items. The project being funded would allow for renovations to the staffing area as well as bathroom accommodations where there is currently one stall shared by volunteers, staff and recipients. In addition, an expanded volunteer area would allow for a generous increase in the number of volunteers on site at one time, thus quantifying the amount of distributions available. Abused Adult Resource Center operates the only domestic violence shelter in Bismarck and the planned improvements to the facility would allow for full functionality and increased occupancy to serve approximately 5,000 persons annually.
11	Goal Name	Planning and administration
	Goal Description	Planning and administration of the CDBG program.

Projects

AP-35 Projects – 91.220(d)

Introduction

The City of Bismarck receives direct funding from HUD through only the CDBG program. Accordingly, its Annual Action Plan contains only a CDBG application and required data that is relevant to the Consolidated Plan. The 2024 Annual Action plan is the fifth year in the City's current five-year Consolidated Plan. It must be noted that the CDBG funds may be used only for activities that primarily benefit low and moderate-income (LMI) persons, eliminate conditions of slum and blight, or address an urgent community need. This year the Annual Action Plan will address: (1) improved quality of public facilities; (2) support of homeownership for LMI households; and (3) public service activities.

Projects

#	Project Name
1	Great Plains Food Bank Distribution Expansion
2	Abused Adult Resource Center DV Shelter Improvements
3	Community Action Program Accessibility Improvements
4	Aid, Inc. Emergency Assistance
5	USpireND Healthy Families Program
6	2024 CDBG Program Administration
7	AARC Seeds of Hope Bathroom

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Great Plains Food Bank has been selected as there continues to be an urgent need for emergency food supplies to low and moderate-income households in Bismarck. Their food distribution services target individuals who may be struggling to obtain daily food needs for their households due to loss of income, currently or at risk of homelessness, financial hardships or unexpected life circumstances. The ability for the distribution center to expand their services will allow for an increased number of people served and additional employees to support their mission.

Abused Adult Resource Center owns and operates a domestic violence shelter where maximum capacity is not uncommon. The shelter is currently operating at reduced functionality due to plumbing issues in one bathroom that is currently out of commission and is also experiencing wear and tear on structural flooring components. Funds would be focused on plumbing and flooring repairs to bring the shelter back

to complete and safe utilization of all areas.

Community Action Program uses CDBG funds to support construction activities in low- moderate-income, single-family households where accessibility needs have been identified. These activities include construction of ADA compliant wheelchair ramps, bathroom renovations for the installation of low tubs and accessible showers, high-rise toilets, grab bars, and general improvements to allow for continued and safe occupancy that permit residents to remain in the current housing unit.

Aid, Inc. is a local agency that provides subsistence payments in the form of security deposits and emergency rent, in addition to assistance with utilities, transportation and emergency medical expenses. CDBG funds have historically been used to assist with costs associated with subsistence payments and utilities which allows the agency to focus funds from other sources towards activities not specifically allowed by the CDBG program.

USpireND is a local service provider which operates the Healthy Families program. CDBG funds are used to assist payroll expenses of those employees directly associated with this program and its participants. Clients have an opportunity to receive in-home services related to healthy parenting, substance abuse services, social services and the promotion of overall social and personal well-being.

Input received related to obstacles to addressing underserved needs identified in a recent forum include consistent staffing across agencies and the potential loss of institutional knowledge when implementing projects and activities, the availability of affordable and adequate or safe housing for difficult to house individuals such as felons, sex offenders and chronically homeless or unemployed, and a lack of funding across agencies due to a higher than normal volume of demand. City staff continues to collaborate with agencies and other governmental entities to help with the prioritization of goals and objectives and to ensure funds being committed are to serve the highest need and to address the obstacles identified.

AP-38 Project Summary
Project Summary Information

1	Project Name	Great Plains Food Bank Distribution Expansion
	Target Area	Citywide
	Goals Supported	Improve the quality of public facilities
	Needs Addressed	Improved Public Facilities
	Funding	CDBG: \$200,000.00
	Description	Eligible activities include costs associated with the expansion and renovation of operating, intake, volunteer and distribution areas of the facility including offices and bathrooms.
	Target Date	5/31/2025
	Estimate the number and type of families that will benefit from the proposed activities	Great Plains Food Bank estimates to serve approximately 18,550 in the 2024 program year. This is across approximately 9,275 LMI households with implementation of the proposed activity.
	Location Description	Services provided area available city-wide and the facility is located in south Bismarck, at 1315 South 20th Street, in an area of primarily commercial and industrial uses, however within walking distance of a number of high density residential neighborhoods.
	Planned Activities	Activities to be undertaken include interior renovations to the employee area, bathroom(s), distribution space and volunteer spaces.
2	Project Name	Abused Adult Resource Center DV Shelter Improvements
	Target Area	Citywide
	Goals Supported	Improve the quality of public facilities
	Needs Addressed	Improved Public Facilities
	Funding	CDBG: \$12,645.00
	Description	AARC has identified failures at their domestic violence shelter associated with plumbing and flooring. Certain areas of the shelter are currently not usable due to these issues. Funds would be used to remedy the plumbing failures to allow for full functionality of one bathroom, as well as flooring repairs to correct failures that pose safety hazards.
	Target Date	5/31/2025

	Estimate the number and type of families that will benefit from the proposed activities	These improvements are expected to benefit approximately 5000 LMI persons in the 2024 program year.
	Location Description	Activities will be restricted to the interior of the domestic violence shelter. Due to the sensitive nature of the use of the facility as a domestic violence shelter, the specific location will not be identified for the safety and security of its occupants.
	Planned Activities	Activities associated with the identified bathroom repairs and flooring improvements will be eligible for reimbursement against the CDBG funds allocated.
3	Project Name	Community Action Program Accessibility Improvements
	Target Area	Citywide
	Goals Supported	Support homeownership for LMI households
	Needs Addressed	Affordable Owner-occupied Housing
	Funding	CDBG: \$30,000.00
	Description	Community Action Program has traditionally utilized CDBG funds in the form of construction activities for the completion of wheelchair ramps and bathroom renovations to implement accommodations that allow individuals facing mobility issues to remain independent in their homes.
	Target Date	5/31/2025
	Estimate the number and type of families that will benefit from the proposed activities	With the average cost of one project compared to the amount of the CDBG allocation, Community Action Program has identified an ability to serve 7 households in the 2024 program year.
	Location Description	Properties that will benefit from this service will be at scattered sites throughout the City of Bismarck with locations to be identified by the subrecipient as projects are selected.
Planned Activities	Eligible activities include costs associated with the construction of ADA accessible wheelchair ramps and renovations to improve accessibility of bathrooms in low- moderate income single-family homes.	
4	Project Name	Aid, Inc. Emergency Assistance
	Target Area	Citywide
	Goals Supported	Support public service activities

	Needs Addressed	Improved Access to Public Services
	Funding	CDBG: \$25,000.00
	Description	Aid, Inc. provides subsistence and emergency utility payments in efforts to prevent or end homelessness. Qualifying individuals may be provided with a security deposit, emergency rent where there may be threatened eviction and also back-pay to avoid the disconnection of utility services.
	Target Date	5/31/2025
	Estimate the number and type of families that will benefit from the proposed activities	Aid, Inc. would have the ability to assist approximately 30 individuals in 20 households with the CDBG funds allocated.
	Location Description	Individuals served would be located throughout the City of Bismarck and must reside in Bismarck.
	Planned Activities	
5	Project Name	USpireND Healthy Families Program
	Target Area	Citywide
	Goals Supported	Support public service activities
	Needs Addressed	Improved Access to Public Services
	Funding	CDBG: \$15,000.00
	Description	USpireND provides healthy parenting support and the fostering of family and social wellness through its Health Families program. CDBG funds are used to assist with payroll expenses for those employees directly facilitating the Healthy Families program.
	Target Date	5/31/2025
	Estimate the number and type of families that will benefit from the proposed activities	With the funds provided, USpireND would be able to continue their Healthy Families program to 186 persons in 62 households.
	Location Description	Services are available to qualifying individuals who reside in the City of Bismarck.
	Planned Activities	Eligible activities will include those associated with employees who directly facilitate the Healthy Families program and payroll expenses for those employees.

6	Project Name	2024 CDBG Program Administration
	Target Area	Citywide
	Goals Supported	Planning and administration
	Needs Addressed	
	Funding	CDBG: \$74,392.00
	Description	2024 CDBG administration activities.
	Target Date	5/31/2025
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	N/A
7	Project Name	AARC Seeds of Hope Bathroom
	Target Area	Citywide
	Goals Supported	Improve the quality of public facilities
	Needs Addressed	Improved Public Facilities
	Funding	CDBG: \$14,923.00
	Description	AARC will use their remaining 2024 CDBG funds of \$14,923 to improve ADA accessibility in one Seeds of Hope bathroom.
	Target Date	5/31/2027
	Estimate the number and type of families that will benefit from the proposed activities	The Seeds of Hope thrift store is utilized more than 100,000 times annually. It is a large provider of clothing and household items for Bismarck's low- moderate-income population.
	Location Description	The property is located at 520 East Main Avenue in central Bismarck at the northwest corner of North 6th Street and East Main Avenue. The site is located one block southwest of two major hospitals, Sanford Health and CHI, and one block south of the Burleigh County Courthouse. It is within walking distance of various food establishments in the City's downtown area.
	Planned Activities	ADA accessibility improvements will be made to enhance and reconfigure one bathroom in the lower-level of the Seeds of Hope thrift store including doorway widths and a raised toilet.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

CDBG projects will serve residents within the City of Bismarck. While diversity continues to increase throughout the Bismarck population, exclusively low-income and minority concentration areas have not been identified. Great Plains Food Bank is located in south Bismarck, at 1315 South 20th Street, in an area of primarily commercial and industrial uses, however within walking distance of a number of high density residential neighborhoods. Properties that will benefit from Community Action Program activities will be at scattered site throughout the City of Bismarck with locations to be identified by the subrecipient as beneficiaries are selected by the agency.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	100

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Not applicable. There are no areas within Bismarck designated as priority, CDFI area, local target area or strategy area.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

While the City of Bismarck supports affordable housing in the community, no affordable housing as defined by HOME 91.315(b) (2) will be provided with CDBG funding in 2023.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	0

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

AP-60 Public Housing – 91.220(h)

Introduction

The city continues to work cooperatively with the Burleigh County Housing Authority, our local public housing entity.

Actions planned during the next year to address the needs to public housing

Burleigh County Housing Authority completed the demolition of 17 units and will begin construction of 34 new rental units to replace them. These have been pre-determined to be 17 one-bedroom units and 17 two-bedroom townhomes. Additionally, City staff has requested consult from Burleigh County Housing Authority on associated items in the upcoming 2025-2029 Consolidated Plan to ensure communication and exploration of options to increase the public housing stock.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The Burleigh County Housing Authority will continue to offer its homeownership program. This program annually provides an opportunity for one to three interested tenants residing in public housing to purchase the single-family dwelling which they rent. However, escalating home prices in Bismarck have resulted in higher appraised values for these units, and the purchase price is currently too high for an LMI household to afford.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The public housing authority has not been designated as troubled.

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Homeless and housing services are a high priority and the second priority of the 2020-2024 Consolidated Plan. Activities selected to be undertaken by Abused Adult Resource Center, Great Plains Food Bank, Community Action Program, Aid, Inc. and UspireND will all support services that target at-risk populations such as extremely low, low and moderate-income households, families with children, chronically homeless, victims of domestic violence, elderly and persons with mental and physical disabilities and alcohol or other addictions. These agencies provided services that either aid in ending or preventing homelessness, or allow a focus to be put on assisting critical daily needs while addressing other factors that need attention for the improvement of quality of life.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Bismarck participates in a statewide Continuum of Care and several local agencies receive funding through that process. It also serves as a clearinghouse for statewide information on homeless data and resources, identifies gaps in services, and provides leadership in strategic planning. The local coalition provides education/outreach, services, and a means for local agencies to communicate and cooperate. The City will continue to work with the local coalition and provide CDBG assistance to subrecipients working on homelessness prevention to at risk-households and emergency services for homeless households. Local service agencies have received training on a coordinated assessment process in order to identify homeless households with the greatest needs.

One year goals include participation by City staff in two yearly Point in Time counts coordinated between Bismarck-Burleigh Public Health, Continuum of Care and Ministry on the Margins. These efforts make contact with homeless individuals directly at two different times of year to allow for consideration of both the sheltered and unsheltered homeless population needs. Individuals are surveyed in several parts of the community and these contacts allow for coordination of additional services, such as temporary shelter, and the provision of emergency life-safety needs such as socks and water.

Bismarck-Burleigh Public Health has begin focusing on its next five-year Plan to End Homelessness and also conducted a Community Health Needs Assessment Survey. The results of this survey were shared with City staff and various community stakeholders for inclusion in the Community Health Improvement Plan. Planning staff has partnered with Bismarck-Burleigh Public Health for the coordination of this information, in conjunction with components of the 2025-2029 Consolidated Plan, in the form of the 2024 Housing and Homelessness Forum held on June 19, 2024. The input gathered at this meeting will be implemented into both plans to be referenced in the future and consultation with various City staff

and agencies whom have the most direct contact with homeless adults and at-risk youth will continue.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Bismarck has identified affordable housing and the number one goal of its Consolidated Plan and continues to consider options on how to further support the current emergency shelter. Prior year funds are in the process of being committed to the emergency shelter. A local agency is in the process of acquiring an existing affordable housing property that will serve as a permanent housing option for individuals coming out of homelessness and the City's only medical respite care facility has been allocated funds from prior years as well. This will serve as a location where chronically homeless individuals can receive medical care post-hospital stay and receive both medical and social services to assist in preventing a return to homelessness. City staff continues to have consultation related to the need for a low-barrier shelter where funds were previously allocated but due to an inability to secure a location, the activity was canceled and the funds were released to allow access to them by other agencies. This need will likely be a high priority goal in the next Consolidated Plan.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Funds obligated to Aid, Inc. will continue to focus on offering support to public service activities through the provision of emergency rent to individuals needing assistance with past due rent and security deposits in order to keep or secure permanent housing. These funds are expected to limit the number of households entering homelessness. In addition, aiding the Great Plains Food Bank will provide food support to those households experiencing or near homelessness, furthering a goal of contributing to the support of public service activities. City staff supports efforts taken under by Ministry on the Margins where individuals can receive overnight shelter and social services in attempts to secure employment and permanent housing. Many homeless needs are discussed collaboratively between Community Development, Bismarck Police Department, Bismarck-Burleigh Public Health and community stakeholders such as local hospitals, Bismarck Public Schools and associated non-profit agencies where partnerships can be identified as a joint effort to end homeless and prevent replication. City Planning staff also continues to work with the local Missouri Valley Coalition for Homeless People where agencies can coordinate services in urgent need situations and encouraging coordinated entry efforts.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving

assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Staff has identified Aid, Inc. as a recipient of 2024 CDBG funds due to their ability to assist in securing housing for homeless or near-homeless households. They are able to provide emergency rent in situations of financial distress and assist with security deposits where individuals may otherwise not have the financial means to secure housing on their own. Prior years funds have been committed to Ministry on the Margins which continues to work with individuals being released from jail or criminal detention where these individuals would otherwise become chronically homeless. Prior year funds through amendments to the 2022 Annual Action Plan are also assisting a project that will provide medical respite care to individuals in efforts to avoid discharging them back into homelessness while in a physically vulnerable condition. This agency will connect individuals to additional services and fulfill a much needed activity for members of the homeless population.

Discussion

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City will continue to encourage nonprofit and private developers to apply for HOME funding (via the State). It will also provide support to these entities to apply to the State for HIF funding or to obtain Low Income Housing Tax Credits. The City's Planning Division completed an Infill and Redevelopment Plan in 2016, which includes provisions to encourage affordable housing in previously developed areas and hopefully will encourage more sustainable, affordable, and cost-effective housing development. The Plan allows for smaller lot sizes, accessory dwelling units, reduced roadway widths and other means to decrease costs for infrastructure and land. An ordinance reducing roadway widths was adopted in 2016, an ordinance allowing accessory dwelling units in single-family residential zoning districts was adopted in 2017 and the Together 2045 Plan was adopted by the Bismarck City Commission on December 27, 2023. Housing goals outlined in the Together 2045 Plan include to encourage a diversity of housing types to meet the variety of household needs in the community; expand the stock of affordable housing options for all income levels housing options for all income levels; support vulnerable populations with access to decent housing and necessary supportive services; and ensure that the variety and quality of housing is aligned with the needs of the community. City staff also intends to being the preliminary stages of rewriting the City of Bismarck zoning ordinance as it has been recognized that some requirements of the zoning ordinance may have a direct or indirect effect on rental or owner-occupied housing affordability.

The City of Bismarck Planning Division has taken active interest in participation in the PRICE grant option and intends to submit an application. Discussions with City of Bismarck manufactured home park license holders have been had to gauge interest and the application reflects proposed projects in various parks throughout the City with the intent to create new affordable housing units.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The Community Development Department includes the Building Inspections Division, so it is better able to provide information on zoning, land use, parking, permits, and other information needed for development. The Department reviews proposals and discusses all new developments with developers before meetings with the Planning and Zoning Commission. City fees are reasonable, and the City charges no impact fees. The City also uses a single development application process and has a streamlined permitting and approval process for housing and other developments. Parking requirements can be waived for elderly housing or other special need housing. A Quiet Rail zone has been implemented in the downtown area, facilitated the development of housing. In addition, the City has created minimum rental housing standards, which helps to preserve the existing affordable housing stock within the community. The City of Bismarck recently completed a comprehensive plan update title

“Together 2045”, which identifies numerous recommendations to enhance affordability of housing in the community.

Discussion:

AP-85 Other Actions – 91.220(k)

Introduction:

The City has found that the largest obstacle to meeting underserved needs is the lack of resources. While the City has no control over the number of resources it will receive, the City will allocate what funds it does have to try to meet the priority needs identified in the Consolidated Plan. The City has also allocated a large share of its CDBG public service funds to emergency housing assistance needs since this has been one of the greatest priority needs, due to a shortage of affordable housing and facilities to serve homeless or potentially homeless persons.

Actions planned to address obstacles to meeting underserved needs

The City is part of the Missouri Valley Coalition for homeless people (MVCHP) which meets regularly to address emerging community needs. The coalition coordinates resources to meet underserved needs, the City will continue to participate in these meetings to gain an insight on existing obstacles and where possible leverage support. The City has also consistently allocated a large share of its CDBG public service funds to emergency housing assistance needs since this has been one of the greatest priority needs, due to a shortage of affordable housing and facilities to serve homeless or potentially homeless persons.

Actions planned to foster and maintain affordable housing

Burleigh County Housing Authority (BCHA) provides affordable housing through their voucher program which provides assistance for LMI households in the private and rental market through the Housing Assistance Payment program (HAP). BCHA has a construction project underway which when complete, will offer 34 affordable units with project-based vouchers. The City will continue to allocate CDBG funding to subrecipients that assist LMI households improve accessibility and do emergency repairs. These activities will help maintain affordability for LMI households. In addition, CDBG funds will be used to renovate and preserve Section 8 rental housing that creates housing units with supportive services for seniors and the disabled. The Community Development Department, through its Planning Division, will also be researching ways to reduce costs in the development of new housing. The City is also actively pursuing PRICE grant funds to expand on partnerships with owners of manufactured home communities for the addition of affordable housing units in various portions of the City.

Actions planned to reduce lead-based paint hazards

The City continues to collaborate with subrecipients whose beneficiaries receive rental assistance to help reduce lead exposure. Subrecipients are required to report on pre-1978 rent assisted units and measures taken to ensure that there was no lead exposure. The City will continue to provide information on requirements and training to project owners and contractors working on CDBG funded activities. Guidance has been built into the draft CDBG Subrecipient Policies and Procedures Guide and

the State Health Department provides technical assistance for these projects upon request or referral by the City. City staff monitors and requests documentation when appropriate to assist in any mitigation needs and compliance.

Actions planned to reduce the number of poverty-level families

BCHA will continue to operate its self-sufficiency program, and Community Action Program will continue its self-reliance activities. Both programs help low-income families escape poverty. Operational support, facility renovation, and improved accessibility will aid these efforts. The City intends to address poverty issues primarily through supportive services that encourage self-sufficiency.

Actions planned to develop institutional structure

The City will implement no new actions to develop its institutional structure. The City will continue to work and communicate with the Burleigh County Housing Authority, adjacent units of government, local nonprofits, and social service agencies.

Actions planned to enhance coordination between public and private housing and social service agencies

No new actions are planned for PY2024 to enhance coordination, but every effort will be made to encourage communication and awareness of programs and activities.

Discussion:

The City of Bismarck will continue to fund projects that help meet the needs of LMI residents of the City. One hundred percent of CDBG activity funds will be allocated to activities benefitting LMI persons. These efforts, along with activities implemented by other public and private agencies, will help to address the priority needs identified in the Consolidated Plan.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

