



Community Development Department

DATE: January 9, 2024

FROM: Ben Ehreth, Community Development Director

ITEM: 2021 Annual Action Plan for CDBG – Substantial Amendment

REQUEST:

Consider approval of a substantial amendment to the Community Development Block Grant (CDBG) 2021 Annual Action Plan.

BACKGROUND INFORMATION:

The City of Bismarck is an entitlement community for the CDBG program administered by HUD. These funds are generally allocated for housing and community development activities that benefit low- and moderate-income households. Under this program, the City is required to develop an Annual Action Plan each year to implement a five-year consolidated plan. The 2021 Annual Action Plan was approved by the City Commission on August 10, 2021; and a substantial amendment was approved by the City Commission on June 27, 2023.

Staff has been working with our HUD representative to make modifications to the 2021 Annual Action Plan. A “substantial change” to the Consolidated Plan or an Annual Action Plan is defined by the City to be: a) a change in the allocation priorities or goals identified in the Consolidated Plan; or b) a change in the method of distributing funds (i.e. application process, selection criteria for projects, etc.); or c) a proposed new project for the program year; or d) a change in the purpose, scope, location, or type of beneficiaries of a project to such an extent that it can no longer reasonably be construed as the activity reviewed by the public and approved by the City Commission. The City’s Citizen Participation Plan requires that whenever the City makes a substantial change to the Consolidated Plan or an Annual Action Plan, a public comment period and public hearing must be held.

A draft of the substantial amendment to the 2021 Annual Action Plan was posted on the City’s website on November 29, 2023; a public notice was published in the Bismarck Tribune on November 29, 2023 regarding the proposed substantial amendment; a public hearing on the proposed substantial amendment was held on December 21, 2023; and the public comment period closed on December 31, 2023. No comments were received.

The substantial amendment to the 2021 Annual Action Plan includes the following:

- Modification of Section AP-38 (Project Summary) to:

- Lewis and Clark Emergency Homeowner Repairs – remove \$20,000 in rehab project funds that were returned and forfeited by the subrecipient;
- Abused Adult Resource Center – add project funding in the amount of \$29,674.35 for a rehab project for roof repairs at the agency’s main client intake location. This amount includes the \$20,000 returned by Lewis and Clark as well as \$9,674.35 in unallocated local account funds from 2017.

The draft amended 2021 Annual Action Plan can be found online [here](#).

RECOMMENDED CITY COMMISSION ACTION:

Approve the substantial amendment to the 2021 Annual Action Plan.

STAFF CONTACT INFORMATION:

Ben Ehreth, Community Development Director, 701-355-1372, behreth@bismarcknd.gov

ATTACHMENTS:

None