



Community Development Department

DATE: March 26, 2024

FROM: Ben Ehreth, Community Development Director

ITEM: 2019 Annual Action Plan Amendments

REQUEST:

Consider approval of a substantial amendment to the Community Development Block Grant (CDBG) 2019 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 2019 Annual Action Plan was approved by the City Commission on July 23, 2019; and a substantial amendment was approved by the City Commission on May 9, 2023.

This substantial amendment to the 2019 Annual Action Plan includes the following:

- Modification of Section AP-20 (Annual Goals and Objectives) to remove one activity and goal outcome indicator for 2019;
- Modifications of Section AP-35 (Projects) to
 - Remove \$11,130 in funds for a domestic violence shelter project canceled by Abused Adult Resource Center (AARC)
 - Allocate \$11,130 in funds from the canceled AARC project to an AARC 2023 project, approved as a previous substantial amendment to the 2021 Annual Action Plan, for roof improvements at the intake location that serves individuals experiencing domestic violence.

Staff has been working internally and with our HUD representative to make modifications to the 2019 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 a public hearing must be held.

A draft of the substantial amendment to the 2019 Annual Action Plan was posted on the City's website on February 14, 2024; a public notice regarding the proposed substantial amendment was published in the Bismarck Tribune on February 14, 2024; a public hearing on the proposed substantial amendment was held on March 13, 2024; and the public comment period closed on March 16, 2024. No comments were received.

The draft amended 2019 Annual Action Plan can be found online [here](#).

RECOMMENDED CITY COMMISSION ACTION:

Approve the substantial amendment to the 2019 Annual Action Plan.

STAFF CONTACT INFORMATION:

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ATTACHMENTS:

None