



City of Bismarck, North Dakota

2019 ANNUAL ACTION PLAN

Substantial Amendment 2

Draft Report for Public Review

April 1, 2023

Community Development Department

221 North 5th Street

Bismarck, ND 58501

Approved August 2019
Amended January 27, 2021

A “substantial change” to the Consolidated or an Annual Action Plan is defined by the City 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.

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

- Modification of Section AP-20 (Annual Goals and Objectives) to clarify the funding levels and goal outcome indicators for 2019;
- Modification of Section AP-38 (Project Summary) to:
 - City of Bismarck – eliminate \$214,804 in 2020-CV funding for operations of a City-supported emergency shelter for individuals and families experiencing homelessness due to COVID-19 and reallocate those funds to Missouri Slope United Way for homeless shelter operations;
 - Unallocated – allocate \$10,000 in 2020-CV of previously unallocated funds to Missouri Slope United Way for homeless shelter operations;
 - Legal Services of North Dakota – deobligate \$18,718.80 in unused CDBG-CV funding and reallocate funds to Missouri Slope United Way for homeless shelter operations.
 - Missouri Slope United Way – increase the amount of 2020-CV funding allocated for homeless shelter operations from \$50,000 to \$293,522.80 to cover increased costs associated with COVID-19; and
 - Missouri Slope United Way – deobligate \$60,000 from 2018 funding and \$154,400 from 2019 funding for construction of a new homeless shelter to be reallocated to future projects.

Substantial amendment to reallocate uncommitted and unused 2019 entitlement CDBG funds and CDBG-CV funds. This Annual Action Plan was previously amended in January 2021 to add Cares Act (CDBG-CV) funding.

Executive Summary

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

1. Introduction

All local and state governments that receive direct assistance from any of four major HUD programs—Community Development Block Grant (CDBG), HOME, Emergency Shelter Grant (ESG), or Housing Opportunities for Persons with AIDS (HOPWA)—are required to develop and implement a five year Consolidated Plan. This effort incorporates strategic planning and citizen involvement to develop more effective programs and prioritize the use of HUD funds. A grantee must also submit an annual action plan and grant application that describes the activities that will be undertaken in a particular year to implement the overall Plan. The Annual Action Plan also provides a basis for assessing performance. The City will receive \$376,992 in CDBG funds for program year 2019 and \$557,225 in CDBG-CV (CARES Act) funds.

The City of Bismarck receives direct funding from HUD in only one of the covered programs--CDBG. Accordingly, its annual action plan contains only a CDBG application and required data that is relevant to the Consolidated Plan. The 2019 Annual Action plan is the fifth and final 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. The three main objectives of the CDBG program are to provide decent housing, create sustainable living environments, and develop economic opportunity.

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 following are the goals that were developed and approved for the Consolidated Plan:

1. Housing

- Assist with the development or renovation of affordable rental housing
- Promote the development or renovation of special needs housing
- Support homeownership opportunities for low to moderate income (LMI) families

2. Homelessness

- Support the renovation or expansion of facilities
- Assist in the development of additional housing
- Provide for service providers that promote self-sufficiency
- Allocate funds to prevent homelessness

3. Community Development

- Support public service activities that provide essential services to persons who are LMI, homeless, or may have special needs
- Improve the quality of public facilities that are located in LMI neighborhoods or that primarily serve LMI persons

3. Evaluation of past performance

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

2019 is the fifth year of the 2015-19 Consolidated Plan. Although progress was made in the first four years, many goals have yet to be realized. Homelessness issues and housing affordability continue to be the primary concerns. As a result, about 69% of the public service funding was allocated to projects addressing homelessness. The remaining public service funds were awarded to Fair Housing outreach and child neglect prevention. Another 41% of the total project funds were awarded to the construction of a much needed homeless facility. Special needs housing is also a community concern, consequently 13% of the public service funding will be used to assist the disabled in finding and retaining housing. Three activities will renovate facilities serving domestic abuse survivors and youth at risk. In addition, a public facility activity will provide needed renovations to create an improved facility for those struggling with severe mental illness or addiction issues. The City will continue to make efforts to identify ways to meet all of these needs.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

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, which is located in a LMI area and is accessible. In addition, all public notices provided information about additional assistance that was available for persons with a disability (eg. TTY number), language assistance (eg. Spanish phone number) or 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.

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 comment was received that indicated that there were issues in housing, primarily in low and moderate income housing. The writer indicated that all other issues being discussed in Bismarck, such as employment and addiction, are reliant on housing issues being resolved first. In addition, she noted that other cities are using the "housing first" model, then working towards treatment and jobs. Consultation and input was sought on the needs of the LMI community from the Burleigh County Housing Authority, Dacotah Foundation, Bismarck-Burleigh Health Department, Missouri Slope Area United Way, and other service providers to find out best how to best serve the community.

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

The suggestion we received, for affordable LMI housing, was for an ongoing goal of the City, as guided by the Consolidated Plan. Emergency housing, and homelessness prevention activities were funded. Other local groups did receive CDBG funding for emergency housing assistance. Funding is also being provided for the renovation of a LMI multi-unit rental building, as well as renovations to other emergency shelters.

7. Summary

Consultations with other agencies and public input all helped formulate the 2019 Annual Action Plan. A total of 12 projects were recommended for CDBG funding. Most of the public service funding was awarded to agencies that provide services to prevent homelessness, while public facility improvements focused on renovation of facilities serving at-risk youth, a homeless shelter, and facilities providing housing and supportive services for those struggling with addiction or severe mental health issues, survivors of domestic abuse and their children. Housing activities included funding for renovations to a multi-unit apartment building serving low- to moderate-income tenants.

Another 8 projects were recommended for CDBG-CV funding to prevent, prepare for, and respond to the spread of COVID-19.

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)

Consolidated Plan Public Contact Information

Hilary Balzum, Planner/CDBG Program Administrator

Community Development Department

City of Bismarck

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

1. Introduction

The lead agency responsible for administering the CDBG program covered by the 2015-19 Consolidated Plan is the City of Bismarck's Community Development Department.

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))

Community Development Department staff maintained dialogue with the local social services, community development, and housing agencies throughout the year. This effort was enhanced by participation in local meetings of the Homeless Coalition, homeless awareness week, training events, housing conferences, public hearings, and other meetings. In addition, staff-initiated and maintained contact with State agencies that funded local entities.

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 Continuum of Care is a statewide effort. The local coalition and its members (including the City) do participate annually in the statewide effort to develop a CoC Plan. Funding priorities and recommendations are developed at the State level. Several local agencies have received funding through this process. The City provides information and technical assistance as needed and consults with the local Homeless Coalition in helping to determine local needs.

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 State of North Dakota determines ESG allocations, performance standards, and evaluation of activities. It also provides administrative procedures for HMIS. Upon request, the City provides certification of ESG applicants for their ESG applications.

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	BURLEIGH COUNTY HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs Market Analysis Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City works with the housing authority on an ongoing basis, particularly in the development or renovation of rental projects under the Housing Authority's jurisdiction. This collaboration includes working on joint applications to the State for HOME program funding.
2	Agency/Group/Organization	AFFORDABLE HOUSING DEVELOPERS INC.
	Agency/Group/Organization Type	Housing CHODO
	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?	Meetings were held to discuss possible HOME rental projects in Bismarck and to discuss the impact of program changes.

3	Agency/Group/Organization	Lewis & Clark Regional Development Council
	Agency/Group/Organization Type	Housing Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Lead-based paint strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City consults and partners with this organization on an emergency rehab program for Bismarck.
4	Agency/Group/Organization	NORTH DAKOTA COALITION FOR HOMELESS PEOPLE
	Agency/Group/Organization Type	Services-homeless Statewide coalition/COC
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization is the lead organization for the Continuum of Care process and is also funding a staff person for the local coalition. Recent staff changes will mean that consultation should be increased.
5	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

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City works with this agency on an ongoing basis (sub-recipient of CDBG) to develop facilities and services for victims of domestic violence.
6	Agency/Group/Organization	WELCOME HOUSE
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Welcome House is a past sub-recipient of CDBG funds and is consulted on issues concerning the needs of homeless families.
7	Agency/Group/Organization	Salvation Army
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency is contacted on issues concerning homeless prevention and changing local needs. They use CDBG funds to address this issue.

8	Agency/Group/Organization	West Central Human Service Center
	Agency/Group/Organization Type	Services - Housing Services-homeless Other government - State Regional organization
	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?	West Central provides information on the needs of chronically homeless persons with mental illness concerns. Information is used to develop priorities and projects.
9	Agency/Group/Organization	AID, Inc.
	Agency/Group/Organization Type	Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy 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?	AID, Inc. is consulted to obtain information on community trends, housing and anti-poverty strategies. This organization provides valuable information on local need.
10	Agency/Group/Organization	YOUTHWORKS
	Agency/Group/Organization Type	Services - Housing Services-Children Services-homeless

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency is consulted to obtain local information on the need for services and facilities for at-risk youth and runaways. Moreover, they have provided leadership on local homeless issues for the local coalition.
11	Agency/Group/Organization	ND Division of Community Services
	Agency/Group/Organization Type	Housing Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy 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?	The City consults with this state agency in order to gain info on statewide need and possible funding for local projects.
12	Agency/Group/Organization	Pride, Inc.
	Agency/Group/Organization Type	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?	The City consults with this agency to obtain information about the need for special needs housing since Pride provides housing & support services to people with disabilities.

13	Agency/Group/Organization	DACOTAH FOUNDATION
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City consults with this agency to gain more knowledge about the needs of persons with serious mental illness. The City has had several projects to fund improvements to Dacotah Foundation facilities that provide housing & support services.
14	Agency/Group/Organization	High Plains Fair Housing Center
	Agency/Group/Organization Type	Service-Fair 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?	The City consults with this agency to help it determine what the greatest Fair Housing concerns are in Bismarck. The City is working with this agency on outreach and education.
15	Agency/Group/Organization	Legal Services of North Dakota
	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?	Consultation with this agency has provided the City with information on local housing issues (legal) for LMI persons and is working with this agency to increase outreach to prevent homelessness.

16	Agency/Group/Organization	Burleigh County Council on Aging
	Agency/Group/Organization Type	Services-Elderly Persons Other government - County
	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?	The City consults with this agency to obtain information on the housing and service needs of elderly households. This dialogue has resulted in CDBG funding of facility improvements over the last few years.
17	Agency/Group/Organization	COMMUNITY ACTION PROG. REG VII
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with HIV/AIDS Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Non-Homeless Special Needs Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with this agency provides vital information on housing needs of LMI households. This has resulted in CDBG funding for housing accessibility and several HOME applications for TBRA. Increased communication is needed due to recent staff turnover and changes in the state HOME program. This agency does have a housing accessibility program which provides data on needs of persons with disabilities.

18	Agency/Group/Organization	Bismarck Veterans Memorial Library
	Agency/Group/Organization Type	Services-homeless Services-Education Other government - Local
	What section of the Plan was addressed by Consultation?	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?	This organization provided useful information on the needs of homeless persons that use its facility. As a result, a job club was organized and provides useful job search information.
19	Agency/Group/Organization	Missouri Slope United Way
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Health Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Strategy 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?	Consultation with this agency is ongoing. They provide information on local needs and the ability of local nonprofits to provide services. They operate the main homeless shelter in the city and are a great source of information about the needs of this group.
20	Agency/Group/Organization	BEYOND SHELTER
	Agency/Group/Organization Type	Housing

	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?	Consultation with this agency is ongoing. The City, local housing authority and local service organizations are working with this agency to find options for developing permanent supportive housing based on the Housing First Model.
21	Agency/Group/Organization	Native American Development Center
	Agency/Group/Organization Type	Services-Native American Households
	What section of the Plan was addressed by Consultation?	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 City consults with this agency to obtain information on the housing and service needs of Native Americans. This dialogue has resulted in a plan for future CDBG funding applications.
22	Agency/Group/Organization	Great Plains Food Bank
	Agency/Group/Organization Type	Services-Nutrition and Health
	What section of the Plan was addressed by Consultation?	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?	Consultation with this agency is ongoing to help determine the local need and future expansion of programs.
24	Agency/Group/Organization	LUTHERAN SOCIAL SERVICES OF NORTH DAKOTA
	Agency/Group/Organization Type	Services-Children Services-LMI households
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Youth at Risk

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with this agency is ongoing, in order to determine local needs for services to at-risk children.
25	Agency/Group/Organization	NORTHLAND COMMUNITY HEALTH CENTER
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans 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?	Consultation with this agency is ongoing to determine local needs, including funding.

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

Economic development agencies were not consulted since no CDBG funding is awarded for this purpose. Instead, the city uses a local sales tax to fund these efforts.

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	ND Coalition for the Homeless	Input from local agencies used in the state plan can also be converted for use in the City plan. Review of the state plan also helps the City set funding priorities for its CDBG program.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

Other City departments were consulted. For instance, the City's Public Health Department provided information on health needs of LMI households. The Building Inspections Division provided input on housing quality, need and demand. The Public Works and Engineering Departments provide information on local infrastructure needs. The ND State Health Department is consulted when needed to obtain technical assistance on lead-based paint and asbestos issues.

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

The process included a series of public hearings, advertisements, web information, and mailings. All notices gave the public a variety of ways to respond or to seek assistance. The process confirmed a number of existing issues identified in the Consolidated Plan (affordable housing, homelessness). Unfortunately, need exceeded the available money, so funding allocations were based on pressing needs, goals in the Consolidated Plan, and the capability of applicants. Over 49% of CDBG funding was allocated to homeless facilities or for services for homeless persons. Consultation and input was sought on the needs of the LMI community from the Burleigh County Housing Authority, Dacotah Foundation, Bismarck-Burleigh Health Department, Missouri Slope Area United Way, and other service providers to find out best how to best serve the community.

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 Hearing	Persons with disabilities Non-targeted/broad community	No one attended and no one sent in written comments.	No comments received.	No comments 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	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p>	Newspaper ads/notices requested suggestions for CDBG activities. A later notice asked for comments on the CDBG application/AAP.	A comment was received, discussing the need for more affordable LMI housing.	No other comments received.	
3	Public Hearing	<p>Persons with disabilities</p> <p>Non-targeted/broad community</p>	No one attended and no one sent in written comments on the draft CDBG application/AAP.	n/a	n/a	

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)
4	Agency Consultation/Mailings	Minorities Persons with disabilities Non-targeted/broad community Agencies serving LMI Clientele	One agency responded with an application to the 2019 CDBG program cycle.	We received an application for funding of a social detox, with explanation of why this is so needed in Bismarck.	No other responses were received.	
5	Newspaper Ad	Non-targeted/broad community	No one submitted written comments on the draft amendment to the 2019 Annual Action Plan to include CARES Act (CDBG-CV) funding (published January 16, 2021).	n/a	n/a	

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)
6	Public Hearing	Non-targeted/broad community	No one attended the hearing or submitted written comments on the draft amendment to the 2019 Annual Action Plan to include CARES Act (CDBG-CV) funding (hearing held January 25, 2021).	n/a	n/a	
7	Newspaper Ad	Non-targeted/broad community	Pending (to be published April 1, 2023)	Pending	Pending	
8	Public Hearing	Non-targeted/broad community	Pending (to be held on May 2, 2023)	Pending	Pending	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City of Bismarck will receive \$376,992 in CDBG funding for 2019. No Program income is expected. There are \$75,325.74 in unobligated funds from 2018 that are included in this Annual Action Plan. The activities will receive \$376,992.00 in 2019 CDBG funds, and the remainder of the funding is estimated to be \$129,000.00 provided by the applicants, \$137,290.00 from the State, and \$940,332.00 from other sources.

The City was also awarded \$557,255 in CDBG-CV funds in 2020 in order to prevent, prepare for, and respond to the coronavirus pandemic.

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	376,992	0	75,326	452,318	350,000	2019 CDBG Funding Prior Year CDBG Funding: - 2018 - \$75,325.74

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: \$		
Other	public - federal	Other	557,255	0	0	557,255	0	Community Development Block Grants in order to prevent, prepare for, and respond to the coronavirus pandemic

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

The housing and community development needs in Bismarck greatly exceed the available funding from the CDBG program. Most activities funded with CDBG funds will also require funding from a variety of funding sources, including: State and Federal governments; foundations; private donations of money or in-kind services, and other funding sources. The City does not receive HOME funding directly from HUD, but previous HOME projects funded through the State continue to generate a HOME match of nearly \$1 million annually.

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

Not Applicable

Discussion

For Prior Year (2018) CDBG - Unallocated = \$75,325.74 (to be carried forward and allocated for projects in a future year)

For 2019 CDBG - Projects = \$144,576; Administration = \$75,398; and Unallocated = \$157,018 (to be carried forward and allocated for projects in a future year)

For CDBG-CV - Projects = \$445,804 and Administration = \$111,451

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
1	Improve the quality of public facilities	2015	2019	Non-Housing Community Development	Citywide	Improve public facilities	CDBG: \$59,600	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 605 Persons Assisted
2	Assist with development or renovation of rental	2015	2019	Affordable Housing	Citywide	Rental Housing	CDBG: \$41,846	Rental units rehabilitated: 72 Household Housing Unit
3	Allocate funds to prevent homelessness	2015	2019	Homeless	Citywide	Homeless housing and services	CDBG: \$62,000	Tenant-based rental assistance / Rapid Rehousing: 144 Households Assisted
4	Provide for homeless service providers	2015	2019	Homeless	Citywide	Homeless housing and services	CDBG: \$343,523	Homeless Person Overnight Shelter: 675 Persons Assisted
5	Support renovation of facilities serving homeless	2015	2019	Homeless	Citywide	Homeless housing and services	CDBG: \$11,130	Homelessness Prevention: 250 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Support public service activities	2015	2019	Non-Homeless Special Needs Non-Housing Community Development	Citywide	Improve access to public services	CDBG: \$72,281	Public service activities other than Low/Moderate Income Housing Benefit: 250 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Improve the quality of public facilities
	Goal Description	<p>3 public facilities:</p> <ul style="list-style-type: none"> • Hall Home: removal and replacement of old asphalt driveway at a facility serving at-risk youth. (8 individuals) • Dacotah Foundation's Alternative Care Services: replacement of flooring and other improvements at a facility serving individuals with severe mental and addition issues. (250 individuals) • Youthworks: external repairs to a facility benefitting at-risk youth. (347 youth and their families)
2	Goal Name	Assist with development or renovation of rental
	Goal Description	Renovation and improvement at Washington Court, a rental development serving the low to moderate income population of Bismarck. (72 households)

3	Goal Name	Allocate funds to prevent homelessness
	Goal Description	Funds will be used for AID, Inc, for emergency housing assistance. (18 households + 35 households) Salvation Army will provide emergency housing assistance in order to prevent homelessness. (40 householdls + 35 households) West Central Human Service Center's PATH program will provide emergency housing assistance to persons diagnosed with a serious mental illness. (16 individuals/households)
4	Goal Name	Provide for homeless service providers
	Goal Description	Ministry on the Margins will use funds to provide emergency housing assistance to homeless individuals impacted by the COVID-19 pandemic. (250 individuals) Missouri Slope Areawide United Way will use funds to provide emergency housing to homeless individuals impacted by the COVID-19 pandemic. (425 individuals)
5	Goal Name	Support renovation of facilities serving homeless
	Goal Description	Funds will be used for renovations to Pam's House, an emergency shelter for domestic abuse survivors. (250 individuals)
6	Goal Name	Support public service activities
	Goal Description	High Plains Fair Housing will provide outreach, eviction prevention and educational activities. (40 individuals + 65 individuals) Healthy Families Program will provide a home visitation service to support new famlies at risk of neglect or abuse. (70 individuals) Bismarck Public Schools will provide services to students in transition in response to the COVID-19 pandemic. (60 individuals) Legal Services of North Dakota will provide eviction prevention services to prevent homelessness in response to the COVID-19 pandemic. (15 individuals)

Projects

AP-35 Projects – 91.220(d)

Introduction

The Annual Action Plan for 2019-20 is the fifth year for the Five Year Consolidated Plan. This Plan outlines the steps the City will use to address housing and community development needs.

The City has allocated \$75,398 for administrative costs for 2019 program administration and \$111,451 for administrative costs for CDBG-CV program administration.

The following is a listing of activities that the City will undertake during the next year to utilize CDBG funds:

Projects

#	Project Name
1	AARC-Pam's House
2	AID - Emergency Housing Assistance
3	Washington Court
4	Hall Home
5	DF-Alternative Care Services
6	High Plains Fair Housing
7	Healthy Families Program
9	SA Emergency Housing Assistance
10	PATH
11	Youthworks Renovation
12	Administration
13	CV-AID Emergency Housing
14	CV-BPS Students in Transition
15	CV-High Plains Fair Housing
16	CV-Legal Services of North Dakota
17	CV-Ministry on the Margins
18	CV-The Salvation Army
20	CV-UW Shelter
21	CV-Admin
22	Unallocated

Table 7 - Project Information

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

needs

AP-38 Project Summary
Project Summary Information

1	Project Name	AARC-Pam's House
	Target Area	Citywide
	Goals Supported	Support renovation of facilities serving homeless
	Needs Addressed	Improve public facilities Homeless housing and services
	Funding	CDBG: \$11,130
	Description	CDBG funds will be used to renovate Pam's House, an emergency shelter for victims of domestic abuse. 03(c) shelter renovation; 570.201(c); public facilities; LMI limited clientele.
	Target Date	5/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	250 individuals.
	Location Description	Location kept private to protect victims of abuse.
	Planned Activities	Renovations to bathroom facilities and a laundry room to improve accessibility.
2	Project Name	AID - Emergency Housing Assistance
	Target Area	Citywide
	Goals Supported	Allocate funds to prevent homelessness
	Needs Addressed	Homeless housing and services
	Funding	CDBG: \$9,000
	Description	CDBG funds will be used to provide emergency housing assistance to low and moderate income (LMI) households. Assistance will help prevent homelessness. 05Q - Subsistence Payment; 570.204; LMI limited clientele.
	Target Date	5/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 18 households will be assisted with rent/security deposits.
	Location Description	Citywide

	Planned Activities	CDBG funds will be used to provide emergency housing assistance to low and moderate income (LMI) households. Assistance will help prevent homelessness.05Q - Subsistence Payment; 570.204; LMI limited clientele.
3	Project Name	Washington Court
	Target Area	Citywide
	Goals Supported	Assist with development or renovation of rental
	Needs Addressed	Rental Housing
	Funding	CDBG: \$41,846
	Description	Renovation and improvements of housing for LMI tenants.
	Target Date	5/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	72 LMI families.
	Location Description	610 S. Washington Street, 330 W. Arbor Avenue, and 322 W. Arbor Avenue.
	Planned Activities	Provide upgraded appliances, flooring, and other improvements to Washington Court to provide safe housing for the LMI community.
4	Project Name	Hall Home
	Target Area	Citywide
	Goals Supported	Improve the quality of public facilities
	Needs Addressed	Improve public facilities
	Funding	CDBG: \$4,600
	Description	Driveway replacement
	Target Date	5/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	8 at-risk youth
	Location Description	Address is kept private to protect at-risk youth

	Planned Activities	Removal of old asphalt driveway, and replacement with concrete, and other exterior repairs.
5	Project Name	DF-Alternative Care Services
	Target Area	Citywide
	Goals Supported	Improve the quality of public facilities
	Needs Addressed	Improve public facilities
	Funding	CDBG: \$28,000
	Description	Flooring replacement and other improvements. 03b Handicapped center; 570.201(C); LMI limited clientele.
	Target Date	5/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	250 persons with severe mental illness and substance abuse issues.
	Location Description	3230 East Thayer Avenue, Bismarck ND, 58501
	Planned Activities	Replacement of flooring and other needed renovations.
6	Project Name	High Plains Fair Housing
	Target Area	Citywide
	Goals Supported	Support public service activities
	Needs Addressed	Improve access to public services
	Funding	CDBG: \$4,000
	Description	High Plains Fair Housing Center will use CDBG funds for outreach and educational activities to increase awareness of Fair Housing law and to provide information/counseling. 05J Fair Housing Activities 570.201(e) LMI limited clientele
	Target Date	5/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	40 LMI individuals
	Location Description	Citywid

	Planned Activities	High Plains FH Center will provide outreach, education, and counseling on Fair Housing issues
7	Project Name	Healthy Families Program
	Target Area	Citywide
	Goals Supported	Support public service activities
	Needs Addressed	Improve access to public services
	Funding	CDBG: \$6,000
	Description	Lutheran Social Services will use CDBG funds for its Healthy Families Program, which is a home visitation program designed to support families as they become parents, particularly those that may be at risk for neglect or abuse. 05N Abused & Neglected Children (Prevention); 570.201(e); limited clientele.
	Target Date	5/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 70 new parents and children will benefit. About 80% will be LMI.
	Location Description	Citywide
Planned Activities	This home visitation program coaches parents in self-sufficiency, life skills, parenting, and financial counseling. Parents will also be referred to other agencies for such things as nutrition services, housing, and mental health. Its primary goal is to promote healthy families and to prevent abuse/neglect.	
8	Project Name	SA Emergency Housing Assistance
	Target Area	Citywide
	Goals Supported	Allocate funds to prevent homelessness
	Needs Addressed	Homeless housing and services
	Funding	CDBG: \$9,000
	Description	CDBG funds will be used to provide emergency housing assistance to LMI households in order to prevent homelessness. 05Q - subsistence payment; 570.204; LMI limited clientele.
	Target Date	5/31/2020

	Estimate the number and type of families that will benefit from the proposed activities	40 households.
	Location Description	Various locations around the City of Bismarck.
	Planned Activities	Assistance with back rent, deposit, or first month's rent.
9	Project Name	PATH
	Target Area	Citywide
	Goals Supported	Allocate funds to prevent homelessness
	Needs Addressed	Homeless housing and services
	Funding	CDBG: \$4,000
	Description	CDBG funds will be used to provide emergency housing assistance to persons diagnosed with a serious mental illness. Homeless prevention; 05Q - Subsistence payment; 570.204; LMI limited clientele.
	Target Date	5/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	16 individuals/households who are homeless or at risk of homelessness and who have a severe mental illness.
	Location Description	Citywide.
	Planned Activities	CDBG funds will be used for emergency housing assistance to persons diagnosed with a serious mental illness and who are homeless or at risk of homelessness. Qualified persons will be assisted with rent or a security deposit. Supportive services will be provided by WCHSC.
10	Project Name	Youthworks Renovation
	Target Area	Citywide
	Goals Supported	Improve the quality of public facilities
	Needs Addressed	Improve public facilities
	Funding	CDBG: \$27,000

	Description	CDBG funds will be used for repairs to gutters, downspouts, screening, stucco repair, soffit, fascia, general exterior repairs, basement renovations, and other necessary renovations. Youthworks is a non-profit agency that works with at-risk youth. 03D Youth Centers 570.201(c)/LMI limited clientele.
	Target Date	5/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	347 low and moderate income at-risk youth and their families.
	Location Description	217, 221, and 225 West Rosser Avenue, Bismarck, ND
	Planned Activities	repairs to gutters, downspouts, screening, stucco repair, soffit, fascia, general exterior repairs, basement renovations, and other repairs as needed.
11	Project Name	Administration
	Target Area	Citywide
	Goals Supported	Assist with development or renovation of rental Support renovation of facilities serving homeless Provide for homeless service providers Allocate funds to prevent homelessness Support public service activities Improve the quality of public facilities
	Needs Addressed	Rental Housing Owner-Occupied Housing Improve public facilities Improve access to public services Homeless housing and services Special Needs Housing Public infrastructure
	Funding	CDBG: \$75,398
	Description	Program administration; 21A General Program Administration
	Target Date	5/31/2020

	Estimate the number and type of families that will benefit from the proposed activities	Program administration
	Location Description	Citywide
	Planned Activities	
12	Project Name	CV-AID Emergency Housing
	Target Area	Citywide
	Goals Supported	Allocate funds to prevent homelessness Support public service activities
	Needs Addressed	Homeless housing and services
	Funding	CDBG-CV: \$20,000
	Description	AID, Inc. requested CDBG-CV funds to provide assistance to low-income families living in Bismarck. The proposal requests CDBG-CV funding for rent and utilities (e.g., to prevent homelessness), transportation, and other emergency assistance.
	Target Date	5/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	35 households
	Location Description	City-wide
	Planned Activities	Assist low-income struggling families with rent, utilities, transportation and more.
13	Project Name	CV-BPS Students in Transition
	Target Area	Citywide
	Goals Supported	Support public service activities
	Needs Addressed	Improve access to public services
	Funding	CDBG-CV: \$21,000

	Description	The Students in Transition program provides transportation to Bismarck Public School students who do not qualify for bussing due to transience/moving outside of bussing boundaries, and due to the pandemic, are unable to use taxis or Uber. Funding is sought to pay for van drivers to help these students get to school safely.
	Target Date	5/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	60 students
	Location Description	Citywide
	Planned Activities	Transporting students in transition to school
14	Project Name	CV-High Plains Fair Housing
	Target Area	Citywide
	Goals Supported	Support public service activities
	Needs Addressed	Improve access to public services
	Funding	CDBG-CV: \$10,000
	Description	HPFH is requesting CDBG-CV funds in order to address the eviction mediation related to COVID-19, as well as comprehensive fair housing outreach, advocacy and testing program in Bismarck that focuses on ones rights particularly in light of the pandemic to fair and equitable housing.
	Target Date	5/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	65 individuals
	Location Description	Citywide
	Planned Activities	Webinars and public education and outreach, advocacy and testing programs. Literature, landlord/tenant dispute mediation, eviction prevention in regards to the eviction moratorium.
15	Project Name	CV-Legal Services of North Dakota
	Target Area	Citywide

	Goals Supported	Support public service activities
	Needs Addressed	Improve access to public services
	Funding	CDBG-CV: \$31,218
	Description	LSND has found a sharp increase in calls seeking assistance with evictions in relation to COVID-19, and is seeking CDBG-CV funds to help meet this need.
	Target Date	5/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	15 individuals
	Location Description	
	Planned Activities	Legal Services of North Dakota (LSND) has a strong track record of representing tenants at administrative hearings and court hearings. The effects of COVID-19 have caused a sharp increase in calls to LSND from low-income clients seeking assistance on various housing issues. We have seen a record number of eviction proceedings in the City of Bismarck area due to COVID-19.
16	Project Name	CV-Ministry on the Margins
	Target Area	Citywide
	Goals Supported	Provide for homeless service providers
	Needs Addressed	Homeless housing and services
	Funding	CDBG-CV: \$50,000
	Description	Ministry on the Margins is a 501(c)3 and is planning to use CDBG-CV funds to provide emergency sheltering for the increased homeless population. CDBG-CV funds would be used for a maximum 2 weeks of emergency sheltering at a local motel while the recipient uses the available resources to make other solutions.
	Target Date	5/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	250

	Location Description	201 W 24th Street, Bismarck ND 58501
	Planned Activities	<p>Ministry on the Margins provided emergency sheltering at a local motel for those who were without other options. This is not only a human dignity issue for those who are homeless but a community health concern when people are left to live on the streets for weeks/months at a time. March – July 2020, Ministry on the Margins spent \$87,730 on emergency sheltering. This was 1,755 nights provided for men, women, children. Sheltering was followed up by other necessary wrap around services provided from Ministry on the Margins.</p> <p>As the Bismarck community enters into winter, we are still without adequate emergency sheltering. We have already experienced 1 death on our streets from homelessness. Ministry on the Margins believes we have a model which will help save lives, provide emergency sheltering, connect to other services and do so with minimal overhead costs</p>
17	Project Name	CV-The Salvation Army
	Target Area	Citywide
	Goals Supported	Allocate funds to prevent homelessness
	Needs Addressed	Homeless housing and services
	Funding	CDBG-CV: \$20,000
	Description	The Salvation Army is a key provider of housing assistance in the City of Bismarck, and due to the pandemic, there is an increased need for this service. CDBG-CV funds are requested to help meet this need, as many have fallen behind on rent and other critical bills.
	Target Date	5/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	35 households
	Location Description	Citywide
	Planned Activities	Client intake and homelessness prevention, including rental assistance.
18	Project Name	CV-UW Shelter
	Target Area	Citywide
	Goals Supported	Provide for homeless service providers
	Needs Addressed	Homeless housing and services

	Funding	CDBG-CV: \$293,523
	Description	United Way is requesting CDBG-CV funds in order to provide supportive services to the homeless population staying at its shelter. Services planned include: hotel vouchers for those awaiting test results, rapid rehousing to free up shelter space, case manager, professional cleaning services and PPE.
	Target Date	5/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	425 individuals
	Location Description	515 N 4th Street, Bismarck ND 58501
	Planned Activities	Hotel vouchers, rapid rehousing, case manager, professional cleaning services and PPE.
19	Project Name	CV-Admin
	Target Area	Citywide
	Goals Supported	Assist with development or renovation of rental Support renovation of facilities serving homeless Provide for homeless service providers Allocate funds to prevent homelessness Support public service activities Improve the quality of public facilities
	Needs Addressed	Rental Housing Owner-Occupied Housing Improve public facilities Improve access to public services Homeless housing and services Special Needs Housing Public infrastructure
	Funding	CDBG-CV: \$111,451
	Description	CV Administration, can be used on a contingency basis if needed
	Target Date	5/31/2021

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
20	Project Name	Unallocated
	Target Area	Citywide
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$232,344
	Description	This project has been created to document unallocated funds. These funds that will be reallocated to projects in a future year. Funds in the amount of \$75,325.74 from the 2018 program year and \$157,018 from the 2019 program year are included in this category. There are no unallocated CDBG-CV funds.
	Target Date	5/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	

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

The City has not established specific target areas to focus the investment of CDBG funds. However, many facility improvements will occur in areas with concentrations of low and moderate income (LMI) population.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Not applicable

Discussion

Not applicable

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

While the City of Bismarck supports affordable housing within the community, no affordable housing as defined by HOME 91.315(b)(2) will be provided with CDBG funding in PY2019 or with CDBG-CV funding.

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 Burleigh County Housing Authority manages the public housing units located in the City of Bismarck.

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

The City of Bismarck will work with the Burleigh County Housing Authority to submit an application to the North Dakota HOME program for 2019 funding in order to continue renovations at Washington Court, a low income housing development.

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

The Housing Authority will continue to offer its homeownership program. This program provides an opportunity for one to three interested tenants residing in public housing to purchase the single family dwelling which they rent. Tenant meetings are also held on a regular basis.

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

PHA has not been designated as troubled.

Discussion

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

Introduction

Activities that will benefit homeless persons and prevent homelessness were identified as a priority need in the Consolidated Plan. CDBG and CDBG-CV funding will be used for public services that provide emergency assistance and homeless prevention. Funds originally allocated for construction activities related to expansion of a homeless shelter needed to be reallocated because of a choice limiting action by the potential subrecipient.

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. It also coordinates the annual point-in-time surveys. The City will continue to work with the local coalition and is providing CDBG assistance for 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.

Addressing the emergency shelter and transitional housing needs of homeless persons

Emergency assistance funded through CDBG will limit the number of households entering homelessness.

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

Three CDBG projects and four CDBG-CV will help households avoid homelessness by offering emergency housing assistance. CDBG funding to Dacotah Foundation will focus on persons diagnosed with serious mental illness. The agencies will also provide case management, counseling, and referrals to other

services.

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.

Three of the agencies funded with 2019 funds (Salvation Army, West Central Human Service Center and AID, Inc.) and four of the agencies funded with CDBG-CV funds (AID, Inc., Missouri Slope United Way, Ministry on the Margins and Salvation Army) will focus on prevention of homelessness by using CDBG funds for security deposits or for back rent and utility payments. These entities also provide other services to the households that are homeless or at risk of becoming homeless.

Discussion

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

Introduction:

The most highly rated barriers to affordable housing identified in the Consolidated Plan were the cost of land/lot, cost of labor, and cost of materials.

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

Most of the barriers to affordable housing that were cited in the Consolidated Plan are outside the control of the City, such as cost of land and labor. However, the City will continue to encourage non-profit and private developers to apply for CDBG and 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. Implementation of the Plan will allow 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 creation of a Traditional Neighborhood zoning district is in process. In addition, a Quiet Rail Zone was implemented 2016 and the Renaissance Zone was renewed for another five years in 2017. These two actions should help develop more housing in downtown Bismarck.

Discussion:

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, which is expected to facilitate the development of housing (e.g., one LIHTC projects were recently completed). In addition, the City is researching options to implement minimum rental housing standards, which would help preserve the existing affordable housing stock within the community. The City will likely be involved through its Renaissance Zone Program and a HOME Program application to try to help ensure that the Patterson Place (affordable senior and disabled housing) in the downtown area will be preserved.

AP-85 Other Actions – 91.220(k)

Introduction:

The following narrative describes additional actions that the City of Bismarck will undertake during the 2019 grant year.

Actions planned to address obstacles to meeting underserved needs

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 amount 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 foster and maintain affordable housing

During the 2019 program year, the City will continue to use CDBG funding for LMI households to 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.

Actions planned to reduce lead-based paint hazards

The City will continue to provide information on requirements and training to project owners and contractors working on CDBG funded activities. The State Health Department provides technical assistance for these projects upon request or referral by the City.

Actions planned to reduce the number of poverty-level families

The City of Bismarck will continue to support the Bismarck-Mandan Development Association and local economic development projects with local sales tax revenue and other means, but will not use CDBG funds to fund economic development. The City will encourage reinvestment in the downtown through its participation in the Renaissance Zone Program. The City will continue to work with both the Chamber of Commerce and the Downtown Business Association on revitalization and economic development.

The Housing Authority will continue to operate its self-sufficiency program, and Community Action Council 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 will

also use CDBG and HOME (if funded by the State) to support activities that encourage self-sufficiency, job training, supportive services, etc. These efforts will help the City 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 FY 2019 to enhance coordination, but every effort will be made to encourage communication and awareness of programs and activities.

Discussion:

During the 2019 program year, the City of Bismarck will continue direct funding to 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%

Attachments