



City of Bismarck, North Dakota

2022 ANNUAL ACTION PLAN

Community Development Department

221 North 5th Street

Bismarck, ND 58501

Approved September 27, 2022

Amended June 27, 2023

Amended April 22, 2025

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 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; and **(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 2022 Annual Action Plan includes actions the City of Bismarck will take during the June 1, 2022, to May 31, 2023, 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 pandemic limited large in-person gatherings; for this reason, the City of Bismarck made one-on-one visits with several subrecipients who are highlighted in this report as part of its consultation process. This was done in addition to the traditional public hearings and meetings. During the consultation period, the City of Bismarck also met with minority issue centered and other organizations that have historically not applied for CDBG funding to explore potential collaboration between their scope of work and the Con Plan goals.

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, there is a growing emerging need for a low-barrier shelter where the homeless can seek shelter especially in inclement weather conditions. Ministry on the Margins opened an overnight coffee shop earlier this year, filling this need by offering coffee and consequentially, shelter, to homeless people who are under the influence of drugs or alcohol. The coffee shop offers a space where homeless people under the influence can have coffee/tea and snacks and socialize in a stigma free environment. A low barrier shelter would offer a detoxification program along with various levels of treatments, socio-economic integration programs to reduce recidivism and eventual assistance in permanent housing.

The need for rental assistance intensified because of the pandemic and continues to be a big community need. The Federal moratorium did not eliminate rent owed to landlords but rather delayed payments. This inadvertently led to many tenants owing and struggling to pay back rent. Subrecipients such as Legal Services of North Dakota and High Plains Fair Housing assist LMI beneficiaries navigate the necessary paperwork through various state agencies including the ND Rent Help program to avoid eviction.

The following goals were established in the 2020-2024 Consolidated Plan for the City of Bismarck. These goals were used to guide the 2022 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

The City of Bismarck received 9 subrecipient applications (*see CDBG 2022 Applications*). This year's funding will help address the homeless goals. As part of a substantial amendment to this Plan, the City

of Bismarck received 8 applicants requesting funds available from a canceled project. Recipients of funds conduct activities that meet Consolidated Plan goals of promoting special needs housing and supporting facilities serving homeless individuals and households.

City of Bismarck
 Community Development Block Grant (CDBG) Applicants
 AAP 2022



	Organization		Project Scope	Amount Requested
1	Abused Adult Resource Center (AARC)		Seeds of Hope Thrift Store Renovation: Project set up in two phases. The first phase will update the donation dock and the second will add an ADA compliant elevator, accessible restrooms and additional space for sorting and pricing inventory	\$50,000
2	Global Neighbors		Refugee Service Center: Building Acquisition expansion of the current mentoring and immigration program. A one stop center for refugees and new Americans	\$150,000
3	Dream Center		See the Dream: a) Operation cost of a sound and video system for the facility, b) 16x30 outdoor freezer to allow for more long-term frozen foods storage, c) Develop a playground area	\$226,361
4	Missouri Slope Areawide United Way (UW)	a	Monthly lease for the overnight emergency shelter, overnight security, property and liability insurance, utilities supply client assistance with medication, transportation, and supportive services to the homeless	\$125,000
		b	Renovation project, Phase 2 of the homeless shelter. Flooring	\$90,000
5	Native American Development Center		Licensed Group Child Care Center: Provide childcare services for LMI households to assist those seeking employment and/or college opportunities. Serve up to 50 children	\$60,000
6	High Plains Fair Housing Center		Outreach and education programs designed to raise public awareness of the federal and state fair housing laws that prohibit housing discrimination.	\$15,000
7	Youthworks		Concrete replacement, flooring installation (Vinyl plank flooring) and new maintenance free siding replacement	\$15,500
8	Mosaic Community Triage Center		Low-barrier shelter/community triage center at 3130 Broadway. The change in use, building modifications, sprinkler system to meet City requirements	\$300,000
9	The Salvation Army		Homelessness prevention and rapid rehousing: Help families and individuals at risk of homelessness to preserve their housing and homeless households secure housing	\$30,000
	TOTAL			\$1,061,861

CDBG 2022 Applications

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 residents and has worked effectively with the U.S Department of Housing and Urban Development (HUD).

A total of \$138,034.83 in CDBG funding was disbursed during the previous program year (06/01/2021-05/31/2022) to various subrecipient projects (see PR54 Report attached). 100% of those funds went towards housing assistance for LMI persons and households. Funding for these projects was primarily sourced from CDBG-CV funds, to help beneficiaries prepare, prevent, or respond to Coronavirus. (See *Project Transaction report and CDBG-CV Disbursement attached.*) High Plains Fair Housing Center and Legal Services of North Dakota provided legal services and support for LMI beneficiaries facing evictions 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 (being released into homelessness). Salvation Army and AID Inc. helped prevent homelessness through rental assistance. (See *expenditure summary attached.*)

2020 subrecipient contracts were signed March this year hence allowing the expenditure of obligated funds on selected projects. During this program year, Lewis and Clark Regional Development Council used their 2020 CDBG funding to assist low-income homeowners with emergency repairs to help them stay in their homes. The city anticipates more project activities, drawdowns, and accomplishments this year as subrecipients begin to recover from the effects of the pandemic and return to a 'normal' way of interaction with their respective beneficiaries. Generally, renovation projects continue to experience lag due to supply chain crisis affecting labor and raw material shortages. These shortages are projected to affect project completion of the Abused adult Resource Center (AARC), Community Action Program (CAP), Bismarck Parks and Recreation District (BPRD) and Mountain-Plains Youth Services Coalition (Youthworks) projects.

The unexpended funds as a ratio of 2021 allocation is at 2.66 (See attached PR54 report) much higher than HUD recommended 1.5 ratio. The City recently (July 27,2021) signed contract with 2021 CDBG subrecipients that triggered fund distribution This is because of a choice limiting action by Missouri Slope Areawide United Way (United Way) and funding set aside for an emergency shelter to be operated by the City. In anticipation of COVID-19 breakout, the City of Bismarck had earmarked CDBG-CV funds towards an emergency shelter, a task that was later taken up by another federal agency which left the earmarked funding un-used. A substantial amendment to re-allocate these funds to other subrecipients is in progress. There was a delay in the obligating and announcing 2020 funding which also contributes to the high unexpended ratio. The City of Bismarck is working on refining its CDBG fund

distribution process by making sure that 95% of its annual grant is obligated and announced within 2-3 months of signing the grant agreement with HUD. Subrecipients are also being encouraged to submit quarterly reports that identify issues that may delay their project expenditure/completion.

See Appendices Evaluation of Past Performance.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The participation plan for this year consisted of a public announcement of the availability of the CDBG application form for the 2022-2023 program year and included one public hearing to identify community needs. The draft Annual Action Plan was made available on our website for a 30-day comment period which concluded with a second public hearing that was held on September 19, 2022 (see attached is the affidavit of publication). The City streamlined the application process by making the forms pdf-fillable. In the future, we plan to make this process even more efficient by making it possible for applicants to apply and submit the application online.

Historically, the city has not had gained traction with its in-person participation/input during its CDBG public hearing sessions, and the pandemic only made it worse. In addition to the opportunity to attend public hearings, this year the City had one-on-one visits with: **(1)** agencies addressing a gap in the community and have never applied for CDBG funding such as such as Soup Café and Native American Development Center (NADC); **(2)** agencies that have historically applied and/or received CDBG funding; and **(3)** Provided an online public consultation form for the public to comment and give feedback on high priority needs. This year's goal through the consultation process was to increase overall community involvement and bridge the information gap to assist organizations explore an interaction between their respective goals and objectives, Con 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 public hearing notification soliciting applications and suggestions on activities that should receive funding, public consultation, feedback form and project funding readiness guideline for new applicants.

Amendments to the Plan in August 2024 allowed for the cancellation of one inactive activity and the reallocation of funds. A public comment period was offered on the draft amended Plan from July 13-August 12, 2024 and a public hearing was held on August 1, 2024. No comments were received.

Amendments to the Plan in March 2025 include a revised project scope and re-purposing previously allocated CDBG funds into other eligible activities for one subrecipient. A public comment period was offered on the draft amended Plan from March 20-April 19, 2025 and a public hearing was held on April 9, 2025.

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.

No public comments were made either through email or at the two public hearings.

Public comments were not submitted and there was no attendance at the public hearing on the Plan amended in 2024.

Public comments on the 2025 substantial amendment will be identified here upon completion of the public comment period and public hearing.

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

N/A

7. Summary

Several agencies expressed the need for a low barrier shelter during the in-person agency consultation meetings. This need was also identified as a priority by Bismarck's Comprehensive Plan, Together 2045, during a public outreach event held in September 2021 and through the Missouri Valley Coalition for Homeless People (MVCHP). The existing high barrier shelter caters to families and as such, does not admit homeless people under the influence of either drugs 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 has 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.

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

Ben Ehreth, Community Development Director | Kim Lee, Planning Manager | Hilary Balzum, 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 plan for this year consisted of a public announcement of the availability of the CDBG application form for the 2022-2023 program year and included one public hearing held on February 15, 2022 to help identify community needs. This draft Annual Action Plan was made available on our website for a 30-day comment period which concluded with a second public hearing that was held on September 19, 2022. No comments were received during the comment period or during the public hearings.

The preparation of the 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 conducted in-person consultations with agencies to get feedback on their current projects, challenges, and views on exigent community needs that should be addressed during this program year.

One of the issues that emerged from this years' in-person consultation process with local agencies was the need for a low barrier shelter. 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. The pandemic and cold weather amplified the need for a low barrier shelter. Ministry on the Margins opened its doors to provide an all-night café for all unsheltered people including those under the influence of drugs and or alcohol. A low barrier shelter and/or wet and dry shelter would ideally offer other supportive services such as mental health, detoxification programs, counselling, and permanent supportive housing.

The city facilitated a dialogue between agencies that have the capacity and interest in exploring the feasibility of an entity that would offer recovery support services not only for the homeless but LMI people suffering from substance abuse.

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. BCHA also assists it clientele pursue homeownership. The City collaborates with the 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 members 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-profits and other active agencies in Bismarck to establish their scope in community development and explore areas of potential synergy.

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 CoC process 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.

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?	An in-person consultation with the founder, Sister Kathleen Atkinson, OSB, a Benedictine sister who founded Ministry on the Margins (MOTM) in 2013. MOTM operates a food panty for the homeless and LMI. MOTM also offers prison-to-society support by assisting formerly incarcerated individuals access housing, counseling service, food, health, and other such services. MOTM recently opened an all-night cafe for the homeless, most 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 Point-in-Time (PIT) 2022 count. The goal of the consultation was to mainly identify areas of greatest need for the homeless and explore plausible CDBG funded solutions that would yield a great impact. This meeting identified 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.
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?	A nonprofit organization dedicated to serving low-and moderate-income (LMI) and marginalized people in the community. The Dream Center 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 5000 households. The Center has 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. This was an in-person consultation with Cindy and Jim Barnhardt, founders of The Dream Center, it included a tour of the near complete center, talks about future services and collaboration(s) with other nonprofit organizations in the area. The consultation identified the needs of LMI communities which include assistance with job training, nutritious food for school kids and programs such as parent-child breakfasts to remove barriers to eating healthy and improve parent and child interaction. They have other similar programs to help redress generational dysfunction. The city 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

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	An in-person consultation with Grant & Development Manager, Joan Trygg. 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 provides 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. The consultation looked at some of their immediate needs and explored how the CDBG funds can be used to support the efforts.
4	Agency/Group/Organization	Salvation Army
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless 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?	An in-person consultation with their Case Manager, Tanya Smith. They have historically utilized CDBG funds to assist families and individuals who are homeless or at risk of homelessness. Salvation Army assists beneficiaries with back rent, deposits or first month's rent to help households retain their existing or secure new housing. The consultation addressed mechanism(s) in place to safeguard against duplication of benefits (DOB), Salvation Army collaborates with multiple agencies to prevent 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. They have an after-school program in the pipeline that is scheduled to open in the Spring for LMI students. The need for a wet and dry and/or low barrier shelter in Bismarck was brought up. Several agencies have identified this as a priority need in Bismarck but prefer to have it as a joint project.

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
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Youthworks helps homeless, runaway, trafficked and struggling youth, it offers transitional housing and support for both homeless and pregnant or parenting youth. In person consultation with the Program Manager, Lauren Bosch, it mainly looked at the immediate needs of the organization and the at-risk youth in the community. Youthworks is a recipient of 2020 CDBG funding which they will utilize to carryout small to moderate renovations on their deck, windows, and parking lot. The visit explored current programs, future plans, and challenges.
6	Agency/Group/Organization	Native American Development Center
	Agency/Group/Organization Type	Services - Housing Services-homeless Services-Employment Service-Fair Housing
	What section of the Plan was addressed by Consultation?	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?	An in-person consultation with the organization's founder, Lorraine Davis. Native American Development Center (NADC) is a nonprofit organization that predominantly serves the Native American population on and off reservations in Bismarck. NADC assists LMI households through home-ownership education, HUD counseling, financial coaching and preliminary business planning services. The goal of the consultation was to explore potential CDBG funded projects. The Native American community is one the largest minority groups in Bismarck at 4.04% and the city deliberately reaches out to minority groups to ensure an inclusive CDBG based environment. NADC plans to open a daycare center open for all race/ethnic groups in Bismarck.
7	Agency/Group/Organization	High Plains Fair Housing Center
	Agency/Group/Organization Type	Service-Fair Housing
	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?	High Plains Fair Housing works to ensure equal access to fair housing through training, education, enforcement, and advocacy. The city works with the 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.
8	Agency/Group/Organization	Burleigh County Council on Aging
	Agency/Group/Organization Type	Services-Elderly Persons
	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
9	Agency/Group/Organization	Legal Services of North Dakota
	Agency/Group/Organization Type	Services - Housing Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment 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?	An in-person consultation with Brad Peterson, an attorney at Legal Services of North Dakota (LSND). LSND provides free legal assistance to LMI or elderly individuals. Legal Services of North Dakota does not charge clients for legal services. Consultation with this agency provided an insight into the legal issues related to the housing crisis in the community. Issues raised include the presence of predatory manufactured home landlords who take advantage of loose tenant rights, motels in Bismarck that operate as apartments and tenants whose housing rights are violated but are intimidated into silence. LSND will continue to assist clients at risk of losing their homes due to Covid-related complications. They assist clients through the application process for ND Rent Help and landlord-tenant mediation process where needed.
10	Agency/Group/Organization	Missouri Slope Areawide United Way
	Agency/Group/Organization Type	Services - Housing 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?	Missouri Slope Areawide United Way provides the only emergency shelter in the community. It serves as ground zero for the homeless community, offer 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. An in-person consultation with the Executive Director, Jena Gullo, which explored the progress of their new building and how CDBG funds could be used to achieve a greater positive impact on the homeless community.
11	Agency/Group/Organization	Bismarck Global Neighnors
	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?	An in-person meeting with the organization's executive director, Julie Ramos Lagos. Bismarck Global Neighbors is a nonprofit group founded to meet the goals of immigrant population in North Dakota. They operate the city's only New American mentorship program and offers free services to support integration into the community. According to the American Immigration Council, North Dakota has a small but growing community of immigrants. The goal of the consultation was to ensure we had a cross-sectional representation of the Bismarck community and their needs. Global Neighbors has never applied for CDBG funds, and the consultation explored CDBG eligible activities.
12	Agency/Group/Organization	Soup Cafe
	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 Homelessness Needs - Veterans
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Soup cafe has been in operation for a little over 7 years. They serve meals to the homeless 6 days a week, serving about +200 meals/people a day. They have private showers, laundry facilities and a computer area for the homeless. The food is free but for the showers, laundry, and computers the guests must use "Soup Cafe Bucks". Beneficiaries are required to volunteer to earn these bucks by either washing dishes, cleaning, or serving food. The main goal of the in-person consultation was to get a tour of their facilities, learn about their future projects and get an idea about their beneficiary needs. The Soup Cafe depends on donations and have never applied for CDBG or any federal funding. The consultation explored CDBG eligibility projects and overall program requirements.

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

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)

The Burleigh County Housing Authority serves citizens of Bismarck and Burleigh County, and is a key player in the provision, preservation, and creation of affordable housing. At the municipal level, the City partners with the Bismarck Parks and Recreation District and Bismarck Public Schools on implementation of projects that benefit low-and moderate-income, special needs and homeless populations.

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**

See summary of Citizen Participation document attached. The document includes public notice posted on Bismarck Tribune, public consultation and feedback form used and project funding readiness guideline for new applicants.

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	Non-targeted/broad community	no one attended	no comments received		
2	Newspaper Ad	Non-targeted/broad community	no comments received	no comments received		
3	in person agency consultation meetings	Minorities Non-targeted/broad community	Several agencies expressed the need for a low barrier shelter during the in-person agency consultation meetings.			

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	Newspaper Ad	Non-targeted/broad community	No comments received.	No comments received.	N/A	
5	Public Hearing	Non-targeted/broad community	No attendees/no comments received.	No comments received.	N/A	
6	Public Comment Period	Non-targeted/broad community	A public comment period was offered on a substantial amendment to this Plan from 3/22/25-4/21/25.	Any comments received during the public comment period will be summarized here prior to submittal to the City Commission for acceptance.	The City of Bismarck does not reject any comments related to new or amended Annual Action Plans.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

HUD financial system shows a relatively high timeliness ratio of unexpended funds. The City had obligated a significant amount of funding to Missouri Slope Areawide United Way (United Way) towards the renovation of the only homelessness shelter in Bismarck. This project unfortunately ran into a choice limiting violation. The City is working on a substantial amendment to pivot those funds to other subrecipients.

An additional substantial amendment has released funds in the amount of \$341,414.50 from the 2020, 2021 and 2022 program years for

reallocation to three new activities.

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	384,881.00	0.00	408,051.19	792,932.19	846,712.00	Prior Year Resources:-2018 - \$65,962.69-2019 - \$157,018.00-2020 - \$149,414.50-2021 - \$35,656.00-2022 - \$242,905 from canceled activity (included in annual allocation)

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 will use several different options. For instance, it can use its local sales tax revenue as match in economic development activities. In addition, tax increment financing and tax abatement are tools that the City may use as match or as a way to encourage development. The City also works with nonprofits, foundations, and financial institutions to try to develop additional resources, such as lower interest loans and grants.

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

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	Development or renovation of affordable rentals	2020	2024	Affordable Housing		Affordable Rental Housing	CDBG: \$120,000.00	Rental units rehabilitated: 165 Household Housing Unit
2	Promote special needs housing	2020	2024	Affordable Housing Non-Homeless Special Needs	Citywide	Special Needs Housing	CDBG: \$56,304.52	Rental units rehabilitated: 4 Household Housing Unit
7	Allocate funds to prevent homelessness	2020	2024	Homeless	Citywide	Homeless Housing and Services	CDBG: \$30,000.00	Homelessness Prevention: 60 Persons Assisted
8	Support public service activities	2020	2024	Non-Housing Community Development	Citywide	Improved Access to Public Services	CDBG: \$10,000.00	Public service activities other than Low/Moderate Income Housing Benefit: 250 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
9	Improve the quality of public facilities	2020	2024	Non-Housing Community Development	Citywide	Improved Public Facilities	CDBG: \$499,650.98	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3320 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 0 Households Assisted Public service activities other than Low/Moderate Income Housing Benefit: 0 Persons Assisted Homeless Person Overnight Shelter: 17430 Persons Assisted
11	Planning and administration	2020	2024	Planning and Administration			CDBG: \$76,976.00	

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Development or renovation of affordable rentals
	Goal Description	The Burleigh County Housing Authority will be installing key card readers that will modernize two public housing buildings, while improving accessibility and increasing security for the residents of the two buildings.

2	Goal Name	Promote special needs housing
	Goal Description	Dacotah Foundation has defined an opportunity to turn a common living area into four additional special needs housing units at their Gerridee's Place location in Bismarck.
7	Goal Name	Allocate funds to prevent homelessness
	Goal Description	The Salvation Army will provide emergency housing assistance and rapid rehousing in order to prevent homelessness.
8	Goal Name	Support public service activities
	Goal Description	USpire will utilize CDBG funds for their Healthy Families program, which is an accredited, voluntary family visitation program, rooted in the belief that early and nurturing relationships are the foundation for life-long, healthy development.
9	Goal Name	Improve the quality of public facilities
	Goal Description	<p>The Abused Adult Resource Center will install an elevator to make its Seeds of Hope Thrift Store fully accessible for customers and volunteers. The Burleigh County Council on Aging will be making improvements to the kitchen and warehouse at the Senior Center in response to the demand for more meals prepared and served at or delivered from the facility. Youthworks will be making improvements to the parking lot and adjacent driveway to address drainage and water infiltration issues.</p> <p>As a substantial amendment to this Plan, Ministry on the Margins which provides social and night services to chronically homeless individuals will add a fire suppression system, security cameras and also modify their intake workstation in order to continue offering these services where issues have been identified by both the City Building Official and the Fire Department.</p> <p>Stepping Stone Ministries will be undertaking renovations to its medical respite care facility for the creation of individual units for homeless individuals needing acute medical care upon discharge from hospital stays.</p> <p>Amendments to this Plan in March 2025 modify the project scope for the Stepping Stone Ministries project and re-purpose previously allocated CDBG funds into other eligible activities including safety and security measures such as fencing and surveillance, as well as improvements to the property to remediate flood and drainage issues.</p>

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 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 2022 Annual Action plan is the third 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 Annual Action Plan will support activities that address the following goals: **(1)** Development or renovation of affordable rentals; **(2)** Assist in the development of additional housing for the homeless; **(3)** Allocate funds to prevent homelessness; **(4)** Support public service activities; **(5)** Improve quality of public facilities; and **(6)** Promote special needs housing.

Projects

#	Project Name
1	Burleigh County Housing Authority - Key Cards
2	Salvation Army - Housing Assistance
3	USpire - Healthy Families Program
4	Abused Adult Resource Center (AARC) - Seeds of Hope
5	Burleigh County Senior Center - Kitchen & Warehouse Renovations
6	Youthworks - Parking Lot/Driveway Reconstruction
7	Dacotah Foundation - Gerridee's Place 2022 Project
8	Ministry on the Margins Coffee House Improvements
9	Stepping Stone Ministries Medical Respite Facility
10	Planning and Administration

Table 7 - Project Information

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

The **Burleigh County Housing Authority** is in need of modernizing two of their multi-family facilities with the installation of key card readers, which will improve both accessibility and security.

The pandemic has exacerbated the housing crisis which has pushed LMI households to the brink of homelessness. The city will continue to work with subrecipients such as **The Salvation Army** that offer rent assistance programs to bridge the gap caused by the income to rent ratio and COVID-19.

USpire provides support to parents and their children through the Healthy Families program, which is

designed to promote positive parent-child relationships, financial stability, health & safety, and child development through strength-based, family-centered, culturally- sensitive and reflective practices.

Some renovation projects are struggling to find contractors to complete their proposed projects and have been forced to shelve their projects until they can source additional funding. This issue has in turn caused a domino effect to the City's management of the CDBG timeliness issue. For this reason, the city's advisory committee chose to fund **Abused Adult Resource Center's (AARC) Seeds of Hope** thrift store accessibility improvements because of its community impact and project readiness.

The **Burleigh County Senior Center** (Burleigh County Council on Aging) Senior Adults Program has experienced tremendous growth in its nutrition program and they are now experiencing both space and equipment issues.

Youthworks provides valuable services to the youth in our community, many of whom are homeless or facing homelessness.

As an amendment in August 2024 to the original Plan, **Dacotah Foundation** will receive funds to support efforts that will increase the number of special needs housing units in the City housing stock. **Ministry on the Margins** has continued to serve chronically homeless individuals at their overnight coffee house which has been selected to receive funds that will support life safety projects, as well as renovations to their intake area. **Stepping Stone Ministries** operates the only medical respite care facility where individuals can receive post-hospital acute medical care where they would otherwise be discharged into homelessness. This facility is undergoing renovations that will create individual medical care units for up to 12 residents.

AP-38 Project Summary
Project Summary Information

1	Project Name	Burleigh County Housing Authority - Key Cards
	Target Area	
	Goals Supported	Development or renovation of affordable rentals
	Needs Addressed	Affordable Rental Housing
	Funding	CDBG: \$120,000.00
	Description	BCHA will install electronic door locks with key card access in the Crescent West and Crescent Manor buildings to improve both accessibility and security for their residents. Funding will include \$91,018 in re-allocated 2019 funds and \$28,982 in re-allocated 2020 funds.
	Target Date	3/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	165 households (100% LMI)
	Location Description	107 E Bowen Avenue and 427 S Washington St, Bismarck, ND
	Planned Activities	Installation of key card readers in two buildings, Crescent Manor and Crescent West.
2	Project Name	Salvation Army - Housing Assistance
	Target Area	Citywide
	Goals Supported	Allocate funds to prevent homelessness
	Needs Addressed	Homeless Housing and Services
	Funding	CDBG: \$30,000.00
	Description	Salvation Army will provide homeless prevention and rapid rehousing. They will assist families and individuals at risk of becoming homeless to preserve their housing. When a crisis occurs such as a medical emergency or a job loss, LMI households are likely to fall behind on critical bills such as rent. Salvation Army assists with overdue rent or to meet upcoming rental payment the households are unable to meet. They work with homeless participants to develop a plan for housing stability which may include creating a household budget to plan for monthly rental costs, connection to employment resources and food pantry. Funding will include \$30,000 in 2022 funds.
	Target Date	12/31/2023

	Estimate the number and type of families that will benefit from the proposed activities	Salvation Army estimates preventing 60 people from homelessness
	Location Description	
	Planned Activities	Provide assistance to households facing homelessness or in jeopardy of becoming homeless.
3	Project Name	USpire - Healthy Families Program
	Target Area	Citywide
	Goals Supported	Support public service activities
	Needs Addressed	Improved Access to Public Services
	Funding	CDBG: \$10,000.00
	Description	Healthy Families is an accredited, voluntary family visitation program, rooted in the belief that early and nurturing relationships are the foundation for life-long, healthy development. Interactions between Family Support Specialists (FSS) and families are designed to promote positive parent-child relationships, financial stability, health & safety, and child development through strength-based, family-centered, culturally- sensitive and reflective practices. Healthy Families relies on well-trained staff, intentional curriculum, and evidence-based strategies to strengthen families and help them achieve their goals. Funding from the Bismarck CDBG program will specifically support staff salary to provide Healthy Families services and supports to families in the Bismarck community over a 12-month span of time.Funding will include \$10,000 in 2022 funds.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	100 households (250 individuals), of which 75% would be LMI, would benefit from this program.
	Location Description	
	Planned Activities	Support of Healthy Families program, an accredited, voluntary family visitation program, rooted in the belief that early and nurturing relationships are the foundation for life-long, healthy development.

4	Project Name	Abused Adult Resource Center (AARC) - Seeds of Hope
	Target Area	
	Goals Supported	Improve the quality of public facilities
	Needs Addressed	Improved Public Facilities
	Funding	CDBG: \$90,963.00
	Description	Accessibility improvements for AARC's 'Seeds of Hope' thrift store. The thrift store provides revenue for the operation cost AARC. Renovations were recently made to the dock area that will increase the capacity for the thrift store to accept donations and prevent donations being left outside and damaged by weather conditions. The CDBG-funded project will improve accessibility of the facility with the installation of an elevator. Funding will include \$65,962.69 in re-allocated 2018 funds and \$25,000 in 2022 funds.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	<p>Revenue from the thrift store renovation will be used for operation of cost of the Abused Adult Resource Center (AARC). Additionally, Seeds of Hope Thrift store provides</p> <ul style="list-style-type: none"> • Survivors of domestic violence and sexual assault with clothes through their 'Career Closet' selection and household furnishings to help restart their lives • On-the job training site for survivors interested in a career in retail. • Training through their New Direction Education & Training program to prepare survivors for employment. <p>An estimated 500 women and children will be assisted through this project either through job-training, counselling services, access to the thrift store's low priced merchandize and shelter (Abused Adult Resource Center) support.</p>
Location Description	<p>Seeds of Hope Thrift Store is in downtown Bismarck at 520 E. Main Avenue, Bismarck, North Dakota.</p> <p>The store was founded in 1995 and has since grown-receiving more donated merchandize, serving more clientele and expanding its scope to include on the job training. This project will make the store fully accessible for its customers and store volunteers</p> <p>Revenue generated from the store is used to support the shelter and other program activities.</p>	

	Planned Activities	Installation of elevator to improve accessibility.
5	Project Name	Burleigh County Senior Center - Kitchen & Warehouse Renovations
	Target Area	Citywide
	Goals Supported	Improve the quality of public facilities
	Needs Addressed	Improved Public Facilities
	Funding	CDBG: \$66,000.00
	Description	The Burleigh County Senior Adults Program has experienced tremendous growth in its nutrition program since 2019. In 2019, for the first time, they exceeded 100,000 meals at 100,704. For the calendar year ending 2022, they were on track to provide 150,000 meals to older adults in Burleigh County. Due to this rapid growth, they are experiencing space and equipment issues in their building. CDBG funding will be used for renovations of the kitchen and dish room to improve efficiency and installation of an HVAC system in the warehouse to regulate the temperature where food is stored. Funding will include \$66,000 in re-allocated 2019 funds.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	2,780 senior residents, 70% of whom are LMI
	Location Description	310 N 20th Street, Bismarck, ND
	Planned Activities	Kitchen and warehouse improvements to accommodate the increased need for their meal program.
6	Project Name	Youthworks - Parking Lot/Driveway Reconstruction
	Target Area	
	Goals Supported	Improve the quality of public facilities
	Needs Addressed	Improved Public Facilities
	Funding	CDBG: \$57,579.00
	Description	Youthworks is proposing to reconstruct a portion of their 22-space parking lot and the driveway to the parking lot. The concrete is cracked in several locations and portions are sinking due to water infiltration. The improvements will benefit clients, their families and staff of the facility. Funding will include \$57,579 in re-allocated 2020 funds.

	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	40 persons, including both clients and their families, on an annual basis.
	Location Description	217, 221 and 225 W Rosser Avenue, Bismarck, ND
	Planned Activities	Reconstruction of a portion of the parking lot and driveway for improved access.
7	Project Name	Dacotah Foundation - Gerridee's Place 2022 Project
	Target Area	Citywide
	Goals Supported	Promote special needs housing
	Needs Addressed	Special Needs Housing
	Funding	CDBG: \$56,304.00
	Description	
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	Renovations to the current facility will allow for up to four individuals to receive special needs housing services.
	Location Description	Gerridee's Place is owned and operated by Dacotah Foundation and located in south Bismarck.
Planned Activities	Funds will be used for general construction costs associated with the demolition of the existing space and the creation of four special needs housing units.	
8	Project Name	Ministry on the Margins Coffee House Improvements
	Target Area	Citywide
	Goals Supported	Improve the quality of public facilities
	Needs Addressed	Homeless Housing and Services
	Funding	CDBG: \$35,645.00

	Description	Ministry on the Margins has provided social services and overnight services for chronically homeless individuals who would otherwise be unsheltered. Discussions with the City Building Official and the Fire Department have indicated the need for life safety improvements including a fire suppression system. Due to the number of individuals receiving services, Ministry on the Margins has also identified a need for security cameras for both clients and staff safety, as well as modifications to their intake workstation in order to operate at the capacity needed.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	Ministry on the Margins expects to provide 17,418 nights of shelter to between 40-50 individuals daily in the program year.
	Location Description	
	Planned Activities	Eligible activities would include the installation of fire suppression and security system, as well as general construction related expenses to modify the intake workstation.
9	Project Name	Stepping Stone Ministries Medical Respite Facility
	Target Area	
	Goals Supported	Improve the quality of public facilities
	Needs Addressed	Homeless Housing and Services
	Funding	CDBG: \$249,464.00
	Description	Stepping Stone Ministries has requested funds for renovations to a property to operate as a medical respite facility. Funds would be used for the creation of individual acute care units, including accessibility improvements. The project is to be conducted in two phases to eventually provide services for up to 12 individuals upon discharge from medical care in attempts to avoid these individuals returning to homelessness.
	Target Date	

	Estimate the number and type of families that will benefit from the proposed activities	Upon completion of all phases of the renovations, the facility could serve up to 12 individuals for a series of months.
	Location Description	
	Planned Activities	Activities to be undertaken with CDBG funds include general construction related to the renovation of units into individual care spaces, as well as accessibility needs such as an elevator and/or chair lift.
10	Project Name	Planning and Administration
	Target Area	
	Goals Supported	Planning and administration
	Needs Addressed	
	Funding	CDBG: \$76,976.00
	Description	CDBG Program Administration
	Target Date	4/30/2024
	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

CDBG projects will serve residents throughout the City of Bismarck. Mosaic Community Triage Center is working with the City of Bismarck to find a building with proper zoning, close to the hospitals or other homeless service providers in Bismarck. The goal is to have the Triage Center easily accessible to subrecipients that already serve people struggling with substance abuse such as Ministry on the Margins. The Mosaic Community Triage Center is part of a Burleigh-Morton Behavioral Health Coalition (BMBHC), the coalition is committed to making a positive impact on substance abuse and behavioral health issues affecting the community. Members include law enforcement, healthcare facilities, schools, and community organizations.

Abused Adult Resource Center (AARC's) Seeds of Hope thrift store renovation is a project located in downtown Bismarck. They have recently completed the renovation of the dock area to accommodate increased donations. CDBG funds will go towards the installation of an elevator to improve accessibility for both customers and volunteers. The store was founded in 1995 and has since grown, receiving more donated merchandise, serving more clientele, and expanding its scope to include activities such as New Directions Education and Training. Proceeds from this store are used to support the AARC shelter and programs that support survivors of domestic violence and sexual assault.

As part of a substantial amendment to this Plan, the Mosaic Community Triage Center project has been canceled with activities by Dacotah Foundation, Ministry on the Margins and Stepping Stone Ministries added in its place. These agencies operate facilities that serve individuals on a city-wide basis and target populations experiencing chronic homelessness and special needs housing challenges.

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 2022.

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

One project planned for 2022 will modernize public housing by installing key card readers to improve accessibility and security in two buildings owned and operated by the Burleigh County Housing Authority.

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

Activities that will benefit homeless persons and prevent homelessness were identified as a priority need in the Consolidated Plan. This year, CDBG funded projects will be targeted towards projects rehabilitating affordable rentals (Burleigh County Housing Authority), projects serving the homeless (Mosaic Community Triage Center), homeless prevention (The Salvation Army), supporting public services (USpire), and improvement of public facilities (Abused Adult Resource Center, Burleigh County Senior Center and Youthworks).

A substantial amendment to this Plan will replace the Mosaic Community Triage Center project with projects that meet other goals of the Consolidated Plan including the promotion of special needs housing (Dacotah Foundation) and improving the quality of public facilities (Ministry on the Margins and Stepping Stone Ministries).

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 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.

Addressing the emergency shelter and transitional housing needs of homeless persons

The selected projects will offer interventions to prevent homelessness. The Mosaic Community Triage Center will offer detox services to homeless people under the influence access to addiction treatment programs and eventually, in partnership with other agencies, help transition homeless people into self-sufficiency.

A substantial amendment to this Plan will replace emergency shelter and transitional needs previously planned by Mosaic Community Triage Center with ongoing services provided by Ministry on the Margins and a new medical care respite facility operated by Stepping Stone Ministries. These agencies both seek

to provide temporary shelter for chronically homeless individuals while they receive social services (Ministry on the Margins) and acute medical care post-hospital treatment (Stepping Stone Ministries).

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

Many agencies receiving funding for 2022 provide services to households or individuals that are homeless or at risk of becoming homeless. Salvation Army will focus on prevention of homelessness by using CDBG funds for security deposits or for back rent and utility payments. Mosaic Community Triage Center will provide support to transition homeless people into self-sufficiency and Youthworks provides services and support to youth who are homeless or at risk of becoming homeless.

Ministry on the Margins, Dacotah Foundation and Stepping Stone Ministries all offer forms of shelter for either homeless individuals or populations in need of special needs housing. Homeless individuals will be able to receive acute medical care for a period of time through the services offered by Stepping Stone Ministries and the services provided by Ministry on the Margins assist those experiencing homelessness with an opportunity to secure stable housing.

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.

Mosaic Community Triage Center will provide services to homeless that are under the influence, provide detox services to those in need, and provide a place to heal for homeless individuals released from local hospitals. The proposed facility will offer short-term stays for homeless and chronically homeless as they go through detox from both drugs and alcohol. The Community Triage Center will work with the Health Department, hospitals and correctional institutions that serve those in need of acute drug and alcohol withdrawal services. This service will help low-income individuals address underlying issues that exacerbate homelessness. Youthworks works with youth who are homeless or at risk of becoming homeless, including those aging out of foster care.

While the Mosaic Community Triage Center activity has been canceled as a substantial amendment to this Plan, the replacement of this project by those being sought by Dacotah Foundation, Ministry on the Margins and Stepping Stone Ministries will begin to fill a gap where individuals are experiencing

homelessness or may be in a difficult to house situation. All agencies offer social services in addition to their specialty services that will help eliminate some barriers to housing.

Discussion

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

Introduction:

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 City will continue to encourage nonprofit 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 (LIHTC). 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.

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 has facilitated the development of housing, much of which serves low- and moderate-income households. 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.

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 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 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 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. 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. 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 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. 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

BCHA 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 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 2022 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%

