

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City of Bismarck is an entitlement community that receives Community Development Block Grant funds from the U.S. Department of Housing and Urban Development's (HUD) Community, Planning and Development (CPD) Division. The purpose of this document, known as the Consolidated Annual Performance and Evaluation Report (CAPER), is to report to the public and HUD the performance outcomes derived from CPD funds granted to HUD in the 2022 federal allocation. The CAPER requirements are available to read in the Federal Register (CFR) Code, 24 CFR Part 91.520, Performance Reports.

The City of Bismarck received \$376,290 on September 22, 2023 for the 2023 Fiscal Year (06/01/2023 – 05/31/2024) and funding was contracted with subrecipients in the following months. Additionally, amendments to the 2019 and 2022 Annual Action Plans were completed for the reallocation of funds returned by one subrecipient, and also for the cancellation of one 2022 activity.

Subrecipients to receive 2023 CDBG funds include Burleigh County Council on Aging, Dacotah Foundation, Dream Center, Salvation Army and Youthworks. Contracts were secured following approval of the 2023 Annual Action Plan and a number of activities are complete or near completion at the time of this report.

A public comment period was offered from August 9, 2024 through August 24, 2024 and a public hearing was held on Thursday, August 22, 2024 from 5:00 PM to 6:00 PM (CST) in the David J. Blackstead Conference Room located in the City-County Office Building.

The 2023 program year was highlighted by the completion of a number of prior year projects including:

- One elevator at the Seeds of Hope thrift store, owned and operated by Abused Adult Resource Center, to allow ADA access to the entire store for individuals regardless of physical ability, and enhancements to the children's play area at their domestic violence shelter
- Installation of ADA accessible ramps and bathrooms in multiple single-family homes by Community Action Program for the promotion of independent living for low- moderate-income households facing new or existing mobility challenges

- Provision of emergency food services by Dream Center Bismarck and Fair Housing support by High Plains Fair Housing through grocery and meal distribution programs and legal support

- Public facilities and neighborhood enhancements such as those activities completed by Burleigh County Council on Aging through improvements to their recreational facility at the Burleigh County Seniors Center, and Bismarck Parks and Recreation District through the addition of equipment and accessibility improvements at their Marion Park location

- Several households assisted by Aid, Inc. with emergency rent and past due utility payments for the prevention of homelessness

While a generous portion of these accomplishments were not 2023 Annual Action Plan activities, the City of Bismarck CDBG program continues to see great success in the administration and completion of activities associated with prior year Plans.

For more information on the City of Bismarck’s CAPER, please contact Hilary Balzum, CDBG Program Administrator at hbalzum@bismarcknd.gov or (701) 355-1847.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Allocate funds to prevent homelessness	Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted	500	0	0.00%			

Assist development of additional homeless housing	Homeless	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	10	0	0.00%			
Development or renovation of affordable rentals	Affordable Housing	CDBG: \$	Rental units rehabilitated	Household Housing Unit	20	0	0.00%			
Development or renovation of affordable rentals	Affordable Housing	CDBG: \$	Buildings Demolished	Buildings	3	0	0.00%			
Improve connectivity and access	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	0	0.00%			
Improve the quality of public facilities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	20000	2365	11.83%	1850	2365	127.84%
Improve the quality of public facilities	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	0	1		0	1	
Improve the quality of public facilities	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	0	1		0	1	

Promote special needs housing	Affordable Housing Non-Homeless Special Needs	CDBG: \$	Rental units rehabilitated	Household Housing Unit	0	0		8	0	0.00%
Promote special needs housing	Affordable Housing Non-Homeless Special Needs	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	50	5	10.00%	0	5	
Provide for homeless service providers	Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted	100	0	0.00%			
Support facilities serving homeless persons	Homeless	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	1500	0	0.00%			
Support homeownership for LMI households	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	20	5	25.00%			
Support public service activities	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1000	184	18.40%	5150	184	3.57%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan,

giving special attention to the highest priority activities identified.

Highlights from project activities for Fiscal Year 2023 associated with program goals and objectives include the following:

1. Homelessness Prevention - Aid, Inc. was able to utilize \$18,432.50 of their 2021 funds in the 2023 program year by providing 10 households with emergency rent and past due utilities assistance to prevent homelessness.
2. Support Homeownership for LMI Households - 2020 CDBG funds were reimbursed to Community Action Program for expenses related to services for accessibility improvements including rehab projects to improve ADA accessibility such as bathroom modifications and construction of wheelchair ramps. This activity benefited five households and utilized \$40,000 in funds.
3. Improve the quality of public facilities - Abused Adult Resource Center used \$3,670 from 2019 program year funds and \$90,962.69 from 2022 program year funds for improvements to their domestic violence shelter and the Seeds of Hope thrift store that they own and operate. These public facility improvements will significantly increase the number of individuals they are able to provide services to. Additionally, Burleigh County Council on Aging was able to complete their 2021 activity with the completion of improvements to the recreational area of the Burleigh County Seniors Center. Bismarck Parks and Recreation District worked through accessibility improvements at their Marion Park location and completed this 2020 activity with CDBG funds in the amount of \$39,583.50
4. Development or renovation of affordable rentals - Burleigh County Housing Authority completed the demolition of 17 public housing units for the redevelopment of 34 new public housing units to be available in 2025. This completed their activity and the reimbursement of \$75,055.54 from the 2021 program year funds.
5. Support public service activities - \$19,227.01 from the 2020 and 2023 program years were utilized for service activities at Dream Center Bismarck and High Plains Fair Housing. Dream Center provides food emergency assistance city-wide and High Plains Fair Housing used funds for advertising of legal services in an LMA of Bismarck. Additionally, Missouri Slope Areawide United Way was reimbursed \$165,869.14 of CDBG-CV funds for activities related to preventing and responding to Covid-19.

During FY2023, all CDBG funds were used to assist low- and moderate-income (LMI) households to address the five priorities identified above.

Progress continues to be made within the program overall and much attention during the 2022 fiscal year was given to the spend down of prior year funds and continuing improvements to the program in response to prior monitoring findings. Projects from the 2018, 2019, 2020, 2021,

2022 and 2023 program years, as well as CDBG-CV funded projects, had activity with multiple projects being completed and closed. Consolidated Plan Goals and Accomplishments are attached. The City has initiated an amendment to the 2019 Annual Action Plan for the reallocation of excess CDBG-CV administration funds to be obligated to one service activity by Missouri Slope Areawide United Way. These additional funds will be used to prevent, prepare for and respond to Covid-19, with the expectation that all CDBG-CV funds will be disbursed by the deadling of February 16, 2027. Accomplishments of this activity are reflected in prior year CAPERs. Additional accomplishments expect to be reflected in the 2024 and 2025 CAPERs as funds are utilized throughout the remainder of the program.

A multi-year PR26 report for the associated Consolidated Plan (2021 and 2022), PR26 for the 2023 program year and a PR23 report of 2023

program year accomplishments is attached.



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Bismarck

CDBG and CDBG-CV Beneficiaries by Income Category ([Click here to view activities](#))

	Income Levels	Owner Occupied	Renter Occupied	Persons
Housing	Extremely Low (<=30%)	0	0	0
	Low (>30% and <=50%)	5	0	0
	Mod (>50% and <=80%)	0	0	0
	Total Low-Mod	5	0	0
	Non Low-Mod (>80%)	0	0	0
	Total Beneficiaries	5	0	0
Non Housing	Extremely Low (<=30%)	0	0	8,889
	Low (>30% and <=50%)	0	0	869
	Mod (>50% and <=80%)	0	0	895
	Total Low-Mod	0	0	10,653
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	Total Beneficiaries	0	0	10,698

Multi-year PR26-Page 1



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CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	13,248
Black or African American	1,548
Asian	317
American Indian or American Native	6,019
Native Hawaiian or Other Pacific Islander	1
Total	21,133
Hispanic	577
Not Hispanic	20,556

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

In addition to those listed, 75 American Indian/Alaskan Native & White, 5 Asian & White, 196 Black/African American & White, 21 American Indian/Alaskan Native and Black/African American, and 5,086 other multi-racial individuals received a benefit in the 2023 CDBG program year for a total of 26,526 beneficiaries.

The City of Bismarck works diligently to ensure all ethnicities in low- moderate-income households have an opportunity to benefit from available services and monitors subrecipients of CDBG funds to ensure the same. Methods of reaching a wide range of individuals are explored regularly with public input opportunities, surveys, public hearing announcements and the distribution of general program information and materials.

A summary of all accomplishments is attached.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	376,290	826,609

Table 3 - Resources Made Available

Narrative

The City of Bismarck received a 2023 CDBG entitlement allocation of \$376,290, and also allocated \$9,674.35 in Program Income from a prior year re-payment. \$14,227.01 of the CDBG funds and all of the Program Income was spent during the 2023 FY. The delay of the expenditure of funds is due primarily to the need for subrecipients of construction funding to work through their project bidding and procurement processes prior to beginning these activities. City staff has discussed potential methods to expedite this process both internally and with its subrecipients. While subrecipients work through initiating projects, prior year projects are observed for regular activity, Davis-Bacon wage interviews and annual monitoring visits are conducted, and various program needs are examined in preparation of the next program year.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	100	100	Funds are not targeted geographically, but are available citywide

Table 4 – Identify the geographic distribution and location of investments

Narrative

Funds are made available to eligible beneficiaries city-wide. The City of Bismarck does not have any targeted areas of CDBG investments. 2023 projects awarded include Dream Center and Salvation Army for services; and Burleigh County Council on Aging, Dacotah Foundation and Youthworks for construction projects. These agencies, while serving primarily low to moderate income individuals, provide support on a community-wide basis, not located in designated LMI areas. The City has and would continue to support activities designated as LMA, such as parks (i.e. prior Marion Park project) and advertising of services (i.e. High Plains Fair Housing for Fair Housing support) in accordance with the requirements of 24 CFR. Agencies have found greater success in administering CDBG city-wide as opposed to limiting them to a restricted area due to cost burdens, unemployment, homelessness and general LMI needs across the city as a whole. This also allows for the investment of CDBG funds across the jurisdiction.

Historically, the City has seen CDBG funds utilized in areas classified as low- moderate-income census tracts, however funds are not limited to these areas unless a LMA activity is implemented. It is not uncommon for these census tracts to also contain a number of agencies that serve low- moderate-income individuals, and are frequented by individuals experiencing or at risk of homelessness due to their accessibility in well-developed, walkable areas.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City does not generally require a set amount of match for the subrecipients that it funds under the CDBG program. However, match is taken into consideration when proposals for CDBG funding are reviewed. Match sources include in-kind labor, private donations, foundation support, state funds and federal funds. 2023 subrecipients, such as Salvation Army, utilize ESG and NDHG to offset additional expenses whereas Dream Center utilizes more in-kind funds and private donations. Agencies receiving construction funds typically indicate amounts not covered by CDBG funds for their requested construction project will be covered by their regular budget. Subrecipients are advised of the need to cover the cost of projects initially as the CDBG program is a reimbursement based grant. Publicly owned land property were not used in the 2023 program year to accomplish any previously identified need.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	0	0
Number of households supported through Acquisition of Existing Units	0	0
Total	0	0

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

While the City of Bismarck supports affordable housing in the community, no affordable housing as defined by HOME 91.315(b) (2) was identified in the 2023 Annual Action Plan as being provided with CDBG funding. Rental assistance will be offered by Salvation Army, however 2023 funds have not yet been utilized. There was no production of new units, rehab or aquisition of existing units during FY 2023. Prior year funds have been allocated for the renovation of a number of units operated by Dacotah

Foundation that will repurpose existing shared space into an additional four special needs living units. Upon completion this will be reflected as a 2024 progress item.

Discuss how these outcomes will impact future annual action plans.

The City has followed its prior plans to fund fewer rehab projects to allow the completion of previously funded projects. Applications from subrecipients with carry-over project funding are typically not considered for new funding until funds are expended. Homeless prevention through rental assistance continues to be a community priority. The City has been implementing its Together 2045 Comprehensive Plan and Burleigh County Housing Authority (BCHA) continues to be a key partner in providing affordable housing. BCHA in partnership with Beyond Shelter, Inc (BSI) is working through their construction project for the completion of 34 affordable housing in Bismarck. Funds from The City of Bismarck’s 2021 CDBG funds, Low Income Housing Tax Credit equity, Housing Trust Fund, Capital Fund Program and a bank loan are being used for this project. Construction is projected for completion in 2025. The City plans to continue its exploration transitional or supportive housing for the chronically homeless to prevent repetitive cycles of homelessness, especially from correctional and health institutions into homelessness. Many homeless people are in need of additional assistance such as detoxification and/or mental health to stabilize their conditions. The development of a low-barrier shelter, possibly in conjunction with a social detox facility, remains a high priority of multiple plan goals and objectives.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
Total	0	0

Table 7 – Number of Households Served

Narrative Information

Burleigh County Housing Authority continues to be a main resource for affordable housing as a public housing agency. While low to moderate-income households were served in the 2023 program year, the available data does not relate to affordable housing.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

The City of Bismarck continues to maintain an active membership with the Missouri Valley Coalition for Homeless People (MVCHP) with City representation at monthly meetings and community events where agencies can share current needs and opportunities for involvement. Many of these agencies serve as the first point of contact for individuals currently experiencing homelessness or at risk of homelessness. Members are equipped with guidance on referring individuals to a variety of resources and how to provide direct resources and services.

Two Point-in-Time (PIT) counts are organized annually between MVCHP, Bismarck-Burleigh Public Health and Ministry on the Margins. These counts directly locate sheltered and unsheltered people experiencing homelessness at which point a short survey is conducted to gain information on their shelter status and individuals are provided with emergency needs such as water and socks. City staff continues to participate in these counts as part of its support for community education, outreach and coordination of regional participation in the Continuum of Care process.

Progress towards reducing homelessness continues to be made through joint efforts between various City departments, such as Community Development, Police Department and Bismarck-Burleigh Public Health, through communication with agencies such as Ministry on the Margins, where individuals experiencing homelessness, especially those that have no other shelter option due to chronic behavioral health and/or substance abuse issues and individuals recently released from incarceration, are often referred for assistance. These collaborations allow for a coordination of shelter and other urgent needs where individuals might otherwise become re-incarcerated or continue to be unsheltered.

Addressing the emergency shelter and transitional housing needs of homeless persons

Ministry on the Margins operates a low-barrier safe haven for homeless people struggling with addiction or who are recently released from correctional facilities. Missouri Slope Area United Way Emergency Shelter operates their Center for Opportunity aimed at accommodating more individuals in need of emergency shelter to help foster sustainable living.

Homeless discharge coordination is currently under the direction of West Central Human Service Center (WCHSC) where individuals with mental illnesses, substance use disorders and those experiencing or at imminent risk of homelessness can receive walk-in services through the Project for Assistance in Transition from Homelessness (PATH) program. Services provided included outreach coordination, case management, and assistance with meeting urgent needs such as food and shelter, as well as

connections to medical and addiction related services. WCHSC is a previous subrecipient of CDBG funds and their activities are supported in the current Consolidated Plan.

The need for a low-barrier, 24/7 emergency shelter continues to be a high priority goal for the community. This addition would allow for services to a large portion of the homeless community in Bismarck. Barriers to the implementation of this need have included funding and minimum location options for a new facility or the repurposing of an existing space.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

United Way and Missouri Valley Coalition for Homeless People offer a coordinated entry process designed to ensure that people who need assistance the most can receive it in a timely manner. Ministry on the Margins offers a low barrier overnight coffee house (Safe Haven) for those discharged from publicly funded institutions or struggling with addiction, but they are not equipped to care for individuals with medical needs following discharge nor are they able. Youthworks shelters youth in need of emergency care, homeless/runaway and juvenile offenders by offering counseling and job training. The Annual Action Plan continues to identify a community need for a low barrier shelter to serve homeless people under the influence of drugs or alcohol. Ministry on the Margins (MOTM) also supports inmates released from incarceration through a series of organized visits to explore housing and employment options. This service is also available for those about to be released from incarceration. MOTM has also been an integral entity for individuals with no significant medical needs discharged from the hospital into homelessness and an option for law enforcement to take individuals that are non-belligerent and under the influence of substances in need of emergency shelter.

While the funded activity for a social detox facility has been canceled, a large portion of those funds have been reallocated to support renovations of an existing property for use as a medical respite facility. This agency will be a direct recipient of chronically homeless individuals being discharged from medical treatment where acute care is still needed. Individuals admitted to this facility will receive wound care, medication distribution assistance, and connections to community services such as housing and addiction support. The facility is expected to be available for use in late 2024-early 2025.

At-risk and unaccompanied youth are most often referred to Youthworks where they can receive housing services, support with obtaining personal legal documents such as birth certificates and identification. The agency has received prior year funds for improvements to the property to allow for functionality of its facility. Youth receive continuous case management while transitioning into and out of the care of Youthworks to aid in the prevention of repeat entry into homelessness.

The City will continue to explore options for the development of a low-barrier shelter.

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

The agencies named above assist individuals and families in making a transition to permanent housing. They serve chronically homeless individuals and families, families with children, and their families, and unaccompanied youth. Salvation Army, Aid, Inc. and West Central Human Services Center (WCHSC) assist with rent, utilities and security deposits. Additionally, WCHSC provides case management for those with mental illness to prevent them from being homeless. Burleigh Housing County Authority offers affordable housing through its collection of public housing units and programs such as Housing Assistance Payment Program (HAP) and Shelter Plus Care Voucher Program. Their new construction project will offer more affordable units and wraparound services for multiple chronically homeless individuals. Edwinton Place, added to the community in 2019, offers permanent supportive housing to individuals in need of assistance while facing mental and/or addiction illness issues by offering shelter in conjunction with recovery services up to and beyond the point where independent living is achieved to prevent repetitive cases of homelessness.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City of Bismarck continues to work closely with Burleigh County Housing Authority (BCHA). BCHA manages 281 (this does not reflect the demolition of 17 existing units for the creation of 34 new units) units of public housing which are made available to a cross-section of vulnerable individuals. Some of this housing needs improvements for code compliance, energy efficiency, accessibility, and general modernization. BCHA uses both public and private funds to implement major improvements. The City has supported these efforts through CDBG and HOME funding. BCHA also manages approximately 1,124 vouchers including 25 HUD VASH Vouchers and 26 Mainstream Vouchers, 56 units of special needs housing, 18 Shelter Plus Care vouchers, 40 basic care units for the elderly, 96 units of Section 236 housing for families and 40 units of Permanent Supportive Housing. The City consults with BCHA on its needs for renovation/preservation of existing units. BCHA received 2021 CDBG funds for the demolition of existing housing units with future plans for the construction of 34 new public housing units with other funding and a 2022 activity was completed for the addition of a keyless entry system at two other existing sites as well.

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

BCHA hosts monthly advisory council meetings. These councils have their own activity budgets and use the funds for tenant activities throughout the year. BCHA administers a non-HUD sponsored self-sufficiency program that is open to any of its tenants where approximately 20 households a year participate. The services are coordinated with other local agencies. Several tenants participate in a program that provides training and counseling to promote homeownership to purchase the public housing unit that they are renting. Increasing property values continue to make it difficult for households to qualify.

Actions taken to provide assistance to troubled PHAs

Burleigh County Housing Authority is the sole public housing authority for the City of Bismarck and is not a troubled PHA.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

The City continues to seek ways to reduce barriers to affordable housing. Some barriers to affordable housing in the City of Bismarck are out of the reach of the City, including the cost of land, labor and materials. The City will continue to make it feasible for developers to develop affordable housing units within the City as well as continue its partnership with local nonprofits, and private developers to promote affordable housing. The City has continued its development practices of reduced right-of way and roadway widths for local streets to reduce development costs in residential subdivisions. The City also allows accessory dwelling units to single-family homes and encourages infill development with increased densities in areas already served by municipal utilities. A recent amendment to the City of Bismarck's parking ordinance has also allowed for a reduction to the required parking for all developments, including those that provide affordable housing options. The City's new comprehensive plan, Together 2045, was approved in late 2022 and is used to explore actions that can further eliminate barriers to affordable housing within the community. City staff regularly seeks out training opportunities for the betterment of their practices and works to achieve the Mayor's initiative to simplify, streamline and serve. Bismarck has hired a consultant for the rewrite of its zoning ordinance over the next two years, guided by the recently updated Comprehensive Plan. There currently are not policies on place on minimum affordable housing requirements as it relates to new housing developments.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City is a member of the Missouri Valley Coalition of Homeless Persons which has a committee that specifically meets to addresses unmet needs. The City is sensitive of the needs expressed by this committee and provides reasources when available. City staff participates in monthly meetings held by MVCHP to explore present homeless conditions, resources available and channels of assistance distribution. MVCHP also regularly hosts advocacy events to raise awareness on the plight of the homeless. The need for a low-barrier shelter continues to be expressed as a priority by subrecipients and the community in general. The City communicates consistently with subrecipients to assess their future plans and address priorities.

Annual Action Plans include consult from various agencies on where underserved needs currently lie and input opportunities are shared in order to gather information on obstacles. This input impacts the prioritization of projects and funds based on where the greatest needs exist and in line with the current Consolidated Plan.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Historically, Bismarck has not had a significant amount of lead-based paint poisoning in children. The local Public Health Department administers the Health Tracks Program which provides testing for young children whose parents are eligible for Medicaid. The City provides information on training and property construction procedures to contractors and maintenance workers. The City also consults with the North Dakota Department of Environmental Quality on technical concerns and for assistance in working with new contractors. City staff directs agencies dealing with lead-based paint in renovation, repair and painting projects on proper procedures.

In the 2023 program year, 0 homes were made lead-free. Staff continues to educate subrecipients on the importance of lead testing and providing technical assistance where lead-based paint could potentially be a threat to occupants.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

Food insecurity and housing issues are addressed by subrecipients through subsistence payments, landlord-tenant mediation and legal services assistance, and where applicable, assistance navigating the paperwork necessary to access rental assistance. In addition to rental assistance, AID, Inc. and Salvation Army help beneficiaries with access to food pantries and utility bill payments. The Housing Authority's self-sufficiency program uses a variety of resources to collaborate with tenants to help them develop a strategy towards self-sufficiency such as its home ownership program. The City continues to work with agencies that provide services to the homeless and those at risk of homelessness. Future intentions of the City of Bismarck include relieving strain on cost-burdened households through the provision of CDBG funds to those agencies providing subsistence payments, as well as to agencies that can provide support of daily needs such as food and transportation allowing households to stabilize employment and financial needs.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City collaborates and consults with local agencies such as Burleigh County Housing Authority, MVCHP, healthcare agencies and other groups. The City's involvement with the homeless coalition group, MVCHP, gives it perspective and an in-depth knowledge on challenges experienced by local agencies, which better informs the City's CDBG priorities. City staff communicates with law enforcement and code enforcement divisions to find weaknesses in how and where services are being provided.

Need factors are communicated amongst agencies and City departments in order to make fact based decisions and well-structured long-term plans and goals. City staff and elected officials are invited to input opportunities as well as in-person discussions where a range of obstacles and options can be considered and promoted.

Actions taken to enhance coordination between public and private housing and social service

agencies. 91.220(k); 91.320(j)

The City maintains communication with social service agencies in the community through its CDBG program and works with Burleigh County Housing Authority (BCHA) to develop and preserve affordable rental housing. Agencies such as West Central Human Service Center provide emergency rent assistance in addition to behavioral and mental health services. BCHA additionally offers various programs such as Shelter Plus Care to encourage sustainable housing for individuals who are homeless, disabled, have a support services care plan or are low-income. Numbers of those receiving services are requested as part of this CAPER under CR-30 Public Housing 91.220(h); 91.320(j).

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The Department of Labor and Human Rights receives and responds to complaints on unlawful discrimination pertaining to housing, public accommodation and employment. Responses to these complaints must be sent within 30 days and if it is determined that the department has jurisdiction, an investigator is assigned to review and investigate the claim. The City collaborates with CDBG-funded agencies that advocate fair housing such as Legal Services of North Dakota and High Plains Fair Housing. These agencies advocate, educate the community on fair housing regulation and provide legal assistance to LMI households. In accordance with the applicable statutes and regulations governing the Consolidated Plan, the City of Bismarck certifies that they will affirmatively further fair housing. The City of Bismarck adopted an Analysis of Impediments to Fair Housing Choice in 2015 and is committed to taking appropriate actions to overcome the effects of any impediments identified through that analysis and maintain records reflecting that analysis and actions in this regard. City staff is utilized as a resource where cases of potential discrimination are questioned and provides guidance on next steps in situations where impediments to fair housing are of a concern.

Community Development staff intends to update their Analysis of Impediments to Fair Housing Choice in line with the upcoming 2025-2029 Consolidated Plan. The City sees value in funding activities that both bring awareness to and action on Fair Housing related issues and has funded the activities administered by High Plains Fair Housing in prior years.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City monitors compliance with requirements of the program through a number of ways. Requests for CDBG funding are carefully reviewed to identify any potential issues before the funding is made available.

1. Fiscal Monitoring: The CDBG Program Administrator and the City's Grants Coordinator review a number of documents, including audit reports, to conduct a risk assessment and determine risk levels at the beginning of the project year, and throughout the program as deemed necessary. They have preventative internal control systems that ensure timely and accurate expenditures of CDBG resources. Additionally, the City is audited on an annual basis, and CDBG funds are included in that audit.

2. Performance Reporting: The City utilizes HUD's Integrated Disbursement and Information System (IDIS) to manage all financial and programmatic information that is generated through its CDBG program each fiscal year. The Consolidated Annual Performance and Evaluations Report (CAPER) is used to analyze the City's annual activities and compare them to the annual and 5-year goals. Subrecipients are required to submit a performance report upon the completion of their CDBG funded projects.

3. MBE/WBE: The City is required to report on Minority Business Enterprise and Women Owned Enterprise participation in its federally funded activities. The City's CDBG office compiles data from the City's CDBG funded construction projects and submits the Contract and Subcontract Activity Reports, Labor Standards and Enforcement Reports, and Section 3 Reports. The City continues to seek opportunities on how to better its delivery of information to subrecipients. Technical assistance continues to be provided to subrecipients on an as needed basis.

4. Monitoring of Subrecipients: The Community Development Department creates subrecipient contracts that ensure that subrecipients are informed of the requirements for the use of CDBG and CDBG-CV funds. The subrecipients are required to submit invoices with supporting documentation and beneficiary reporting forms. These documents are used to monitor the subrecipients' progress toward meeting their goals throughout the program year. The City's CDBG office provides technical assistance with regard to regulatory requirements or if subrecipients are not on track with meeting their goals. While desk monitoring has been the primary method of conducting monitoring in previous years, City staff is working collaboratively to create a year round monitoring schedule that will serve both the subrecipient and financial monitoring requirements in the 2023 program year.

5. On-site visits: Periodically, the City visits subrecipients to observe and/or volunteer. During these visits the City is able to observe and recommend changes to meet HUD compliance requirements.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City of Bismarck has adopted a CDBG program Citizen Participation Plan, as well as, a Title VI/Non-discrimination Plan which guide public engagement activities, including those associated with the development of the CAPER. The draft CAPER is made available on the City's website, a public notification placed on the Bismarck Tribune for a 15-day comment period and a draft version of the document is emailed to the existing subrecipients for comments. A public hearing will be held at the end of the comment period to allow in-person comments. For this fiscal year, a public hearing will be held in the David Blackstead Meeting Room at the City-County Office Building on Thursday, August 22, at 5:00 pm. The building has ADA access, auxiliary aids and services can be provided for people with disabilities or with limited English proficiency. The public notice informs potential participants on what they should do if they require accomodation and Title VI surveys will be provided at the public hearing. A copy and proof of the associated public notice is attached.

**Public Hearing on Bismarck's 2023
Community Development Block
Grant (CDBG)
Consolidated Annual Performance
Evaluation Report (CAPER)**

The City of Bismarck invites the public to comment for the next 15 days on its Consolidated Annual Performance Evaluation Report (CAPER) for 2023. This report evaluates the City's administration of its 2023 Community Development Block Grant (CDBG) Program. CDBG funds must be spent for activities that primarily benefit low to moderate-income persons, alleviate slum & blight conditions, or address urgent need conditions. Activities implemented in 2023 include: services to prevent homelessness, improved quality of public facilities and special needs housing, supporting public service activities, renovation of affordable rental housing and support of homeownership for LMI households. The report also evaluates the City's progress in implementing the fourth year of its five-year Consolidated Plan which serves as the City's overall strategy for using CDBG funds.

The report is available for viewing during normal business hours in the City's Community Development Department and is available online at [https://www.bismarcknd.gov/1041/ HUD-Grant-Programs](https://www.bismarcknd.gov/1041/HUD-Grant-Programs) under Recent Documents. Alternative formats are available upon request. Written comments will be accepted until 5:00 pm on Saturday, August 24, 2024.

A public hearing will be held in the David Blackstead Conference Room of the City-County Office Building at 221 North 5th Street, Bismarck, ND on Thursday, August 22, 2024, at 5:00 PM. To request accommodations under the Americans with Disabilities Act to attend or participate in any public meeting, and/or to obtain this notice in alternate formats, contact the Planning Department at 701-355-1840 as soon as possible before the meeting. Auxiliary aids and services are available upon request to individuals with disabilities or with limited English proficiency using TTY/TDD equipment via Relay North Dakota at 711 or 1-800-366-6888/TTY, 1-800-366-6889/English or 1-800-435-8590/Spanish.

The City will review and include all comments received in the CAPER, which will be submitted to the US Department of Housing and Urban Development (HUD). Comments or requests for assistance may be sent to: Community Development Department, 221 North 5th Street, PO Box 5503, Bismarck, ND 58506-5503.

Phone: (701) 355-1840 Fax: (701) 222-6450
TDD: 711 ND Relay/Spanish:
800-435-8590 & Voice:
800-366-6889

E-mail: hbalzum@bismarcknd.gov
**Notice of Non-Discrimination on the
Basis of Disability and Reasonable
Accommodation**

The City of Bismarck promotes fair housing and makes all its programs available to low- and moderate-income families regardless of age, race, color, religion, sex, national origin, sexual preference, marital status, or hand-

icap. The City of Bismarck does not discriminate in admission or access to, or treatment or employment in, its federally assisted programs and activities on the basis of disability. Reasonable accommodations will be made available to the disabled, upon request. Translators/ Translation services are also available upon request.
B/O - #####

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

No changes in program objectives were made. Program priority goals are aligned to mirror Bismarck's community needs the City's CDBG website is updated periodically to provide the community and local agencies with more information on available resources and progress of on-going CDBG funded projects. The City has continued a practice of funding fewer, bigger and impactful projects that address targeted priorities. The City continues to prioritize the need for a low-barrier shelter and social detox facility based on consultation with other City departments, specifically, Bismarck-Burleigh Public Health and the Bismarck Police Department.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

No changes in program objectives were made. Program priority goals are aligned to mirror Bismarck’s community needs the City’s CDBG website is updated periodically to provide the community and local agencies with more information on available resources and progress of on-going CDBG funded projects. The City has continued a practice of funding fewer, bigger and impactful projects that address targeted priorities. The City continues to prioritize the need for a low-barrier shelter and social detox facility based on consultation with other City departments, specifically, Bismarck-Burleigh Public Health and the Bismarck Police Department.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Other.					
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Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

Projects meeting the Section 3 threshold requirements were not undertaken in the 2023 program year.