



## 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 FY2024 Consolidated Annual Performance Evaluation Report (CAPER) marks the first year for the City of Minot as an Entitlement Community with the United States Department of Housing and Urban Development (HUD). FY2024 is also the first year of implementation under the City of Minot's 2024-2029 Consolidated Plan. The Consolidated Plan serves as a five-year strategic framework that identifies the City's most critical housing and community development needs, prioritizes investment strategies, and establishes measurable goals to track progress in improving outcomes for Minot's low-income residents.

The City's projected outcomes over the 2024-2029 Consolidated Plan include the following:

- Provide decent housing by preserving the affordable housing stock, increasing the availability of affordable housing, reducing discriminatory barriers, increasing the supply of supportive housing for those with special needs, and transitioning homeless persons or families into housing.
- Provide a suitable living environment through safer, more livable neighborhoods, greater integration of LMI residents throughout Minot, increased housing opportunities, and reinvestment in LMI neighborhoods.
- Expand economic opportunities through targeted public services, homeownership opportunities, development activities that promote long-term community viability, and the empowerment of low- and moderate-income individuals to achieve self-sufficiency.

As the City of Minot is a new grantee receiving an annual allocation from the HUD Community Development Block Grant (CDBG) program, the FY2024 program year included many planning and administrative efforts for the public services, public facilities and infrastructure improvements and housing activities. City staff worked diligently on various policies and procedures, citizen participation plans, and action plan development during the program year. Subrecipient agreements are being drafted to fully obligate the Public Services activity in the upcoming months. City staff are also working with a local nonprofit organization that is proposing to utilize the funds in the Public Facilities and Infrastructure Improvements activity.



**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
Housing	Affordable Housing	CDBG: \$	Homeowner Housing Added	Household Housing Unit	2	0	0.00%	1	0	0.00%
Housing	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	18	0	0.00%	3	0	0.00%
Planning and Administration	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Other	Other	5	0	0.00%	1	0	0.00%



Public Facilities and Infrastructure Improvements	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	7650	0	0.00%	530	0	0.00%
Public Services	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	425	0	0.00%	80	0	0.00%

Public Services	Affordable Housing Public Housing Homeless Non- Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Public Services	Affordable Housing Public Housing Homeless Non- Homeless Special Needs Non-Housing Community Development	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	

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.**

The 2024 program year included many planning and administrative efforts for the public services and housing goals but did not include any spending under those activities. The City will have these program funds obligated to subrecipients and benefiting the community in the following year.



## 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	0
Black or African American	0
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>0</b>
Hispanic	0
Not Hispanic	0

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

### Narrative

The City of Minot is a new grantee receiving an annual allocation from the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) program. The 2024 program year included many planning and administrative efforts for the public services and housing goals but did not include any spending under those activities. The City will have these program funds obligated to subrecipients and benefiting the community in the following year.



## 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	331,580	0

Table 3 - Resources Made Available

### Narrative

The City of Minot is a new grantee receiving an annual allocation from the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) program. The 2024 program year included many planning and administrative efforts for the public services and housing goals but did not include any spending under those activities. The City will have these program funds obligated to subrecipients and benefiting the community in the following year.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

### Narrative

N/A



### **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.**

N/A





## 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	425	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>425</b>	<b>0</b>

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	1	0
Number of households supported through Rehab of Existing Units	3	0
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>4</b>	<b>0</b>

Table 6 – Number of Households Supported

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

The City of Minot is a new grantee receiving an annual allocation from the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) program. The 2024 program year included many planning and administrative efforts for the public services and housing



goals but did not include any spending under those activities. The City will have these program funds obligated to subrecipients and benefiting the community in the following year.

**Discuss how these outcomes will impact future annual action plans.**

The City of Minot is committed to improving and expanding access to safe and affordable housing for low-to-moderate income (LMI) residents. The most common housing problem in the City of Minot is cost burden, which disproportionately impacts LMI renters. The need for smaller units is high, and addressing this could help alleviate some of the challenges LMI households encounter. Affordable housing will remain a prioritized activity in our annual action plans.

**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
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

The City of Minot is involved in several efforts to address the needs of the underserved and promote efforts to coordinate the many components related to housing, suitable living environments, and promoting safe living environments.



## **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 Minot continues to work with local partners to reach the local homeless population and assess their needs. The City remains committed to helping residents maintain stable housing and assisting individuals who are already experiencing homelessness in transitioning into housing. With no current year-round shelter open in Minot, addressing this need is a high priority.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City of Minot recently approved a non-profit to take over the operation and maintenance of a Family Homeless Shelter as well as a seventeen (17) unit LMI apartment complex and contract negotiations are underway.

**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**

The City of Minot does not directly participate in the discharge planning or protocols for individuals leaving publicly funded institutions or healthcare systems.

**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 City continues efforts to support the transition of individuals experiencing homelessness and remain flexible so service providers can adapt to their clients' needs as economic and housing conditions change.





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

### **Actions taken to address the needs of public housing**

The City of Minot meets regularly with the Minot Housing Authority (MHA) to discuss opportunities for partnership and expansion of available housing to meet the needs of the citizens.

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

MHA conducts weekly meetings at one of its housing developments to encourage residents to engage in conversation. Topics include opportunities for upgrades, rehabilitation, living condition needs and educational opportunities.

### **Actions taken to provide assistance to troubled PHAs**

MHA is not designated as 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)**

N/A

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

The primary obstacles to meeting underserved needs is the lack of identified and available resources. To overcome this obstacle, the City will continue to pursue creative partnerships, both financially and structurally, to leverage available funds. The city will continue to seek ways to expand how the City of Minot informs underserved residents about the financial and informational resources available through the CDBG program.

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

The City will prioritize attending HUD-sponsored lead-based paint training opportunities to ensure all environmental review processes are complying with HUD standards.

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

The City's plan has three primary components:

- Support activities that increase the number of jobs in Minot, especially for low- to moderate-income residents
- Ensure that a wide variety of housing opportunities are available
- Provide supportive services to residents in poverty

A further strategy to reduce the number of poverty-level families includes efforts to diversify Minot's economy through economic development activities, increasing family wage jobs, and expanding the local job base. Over the recent years, the City of Minot's economic development staff have worked to bring new job opportunities and opportunities to continue educational advancement in or out of the workplace. This is crucial as the area struggles with boom-bust cycles for oil and other industries.

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

When applicable and as funding allows, City staff will attend relevant CDBG training to help create a



broader institutional knowledge base of the CDBG program and requirements.

**Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The City continues to actively encourage participation and communication between public and private housing and social service agencies; with efforts will be made to identify opportunities for service providers to expand services where needed while minimizing duplication of efforts.

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

N/A



#### **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 of Minot had no subrecipients under contract during the program year. As future subrecipient agreements get executed, City staff will monitor subrecipients in accordance with adopted policies and procedures to ensure compliance with program requirements. All monitoring efforts will be documented.

#### **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 Citizen Participation Plan clearly outlines the City policy for providing notice to the public for CDBG related activities, including the CAPER.

Items for public comment, including the CAPER, are noticed in the Minot Daily News, the local and official newspaper. Notices are also posted on the City's public website.

#### **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.**

The City of Minot's CDBG program has continued to work towards the goals identified in the 2024-2029 Consolidated Plan. We are a new grantee in this program and are continuing planning efforts to utilize these funds for the target LMI population.

**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.**

The City of Minot's CDBG program has continued to work towards the goals identified in the 2024-2029 Consolidated Plan. We are a new grantee in this program and are continuing planning efforts to utilize these funds for the target LMI population.

**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.					

**Table 9 – Qualitative Efforts - Number of Activities by Program**

**Narrative**

N/A



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System  
PR26 - CDBG Financial Summary Report  
Program Year 2024  
MINOT , ND

DATE: 12-03-25  
TIME: 15:56  
PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	331,580.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	331,580.00

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	0.00
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	0.00
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	0.00
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	0.00
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	331,580.00

PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	0.00
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	0.00
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	0.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	0.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	0.00
32 ENTITLEMENT GRANT	331,580.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	331,580.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	0.00%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	0.00
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	0.00
42 ENTITLEMENT GRANT	331,580.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	331,580.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	0.00%



LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

No data returned for this view. This might be because the applied filter excludes all data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

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LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

No data returned for this view. This might be because the applied filter excludes all data.

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

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LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

No data returned for this view. This might be because the applied filter excludes all data.