



Great Plains Housing Authority

Serving Dickey, Eddy, Foster, Logan, Sargent, Stutsman, and Wells Counties

2026 ANNUAL PLAN AND MTW SUPPLEMENT

ND011

GREAT PLAINS HOUSING AUTHORITY

300 2nd Ave NE – Suite 200

Jamestown, ND 58401

MISSION STATEMENT:

Great Plains Housing Authority is a regional Moving-to-Work agency that creates safe, affordable, and accessible housing opportunities utilizing local, state, and federal housing programs for low- and moderate-income households. GPHA promotes economic self-sufficiency, housing stabilization, and community growth through local, state, and federal partnerships and collaborations.

ACCESS: The annual plan and/or five year plan are public documents and available on GPHA's website www.greatplainsha.com and at the main office: Great Plains Housing Authority, 300 2nd Ave NE – Suite 200, Jamestown, ND 58401.

The public can obtain a copy of the annual and/or five-year plan by requesting the document in-person, calling, emailing, or downloading the information from the website www.greatplainsha.com.

PUBLIC COMMENT: Each year the housing authority holds a public hearing and notifies the public through media, office postings, and www.greatplainsha.com regarding the annual and/or five year plan. The public can comment by attending the public hearing, submit an email comment, or mail information to the office. The board reviews comments before finalizing the plan.

PHA Annual and Five-Year Plan Definitions

Substantial Deviation

Any collective change in the planned or actual use of federal funds for activities that would modify the housing authority's mission.

This definition does not include budget revisions, changes in organizational structure, changes resulting from HUD-imposed regulations, or minor policy changes.

Significant Amendment/Modification

A Significant Amendment or Modification is defined as adding or removing a program that deviates

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Locations: Carrington, Ellendale, Jamestown, New Rockford





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from the housing authority's mission statement.

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GOAL ONE: To increase the availability of decent, safe and affordable housing by maximizing participation in Housing Choice Voucher (HCV) Tenant Based Rental Assistance Program.

OBJECTIVES:

1. The GPHA staff will monitor the HAP payments monthly to ensure that either 100% of all anticipated Annual Contributions Contract is utilized or that 95% of total unit months are leased.
 - a. PHA will continue to "issue" vouchers in an effort to utilize a greater amount of budget authority while maintaining financial stability.
 - b. The housing authority developed waiting list preferences and required documentation for applicants claiming preferences. Applicants are assigned a preference at the time of application and can request a review of the preference if proper documentation is provided.
 - c. GPHA HCV Waiting List
 - i. Victims of Domestic Violence
 1. Documentation required: Victims must sign a confidentiality release and/or provide a letter from a domestic violence center stating the center worked with the applicant. (Depending on availability and financials, this does not guarantee immediate placement)
 - ii. Rural preference
 1. Applicants who apply from a rural community with the intent to live in a community will receive a boost in preference.
 - iii. Individuals or families residing within Dickey, Eddy, Foster, Logan, Sargent, Stutsman, and Wells Counties (processed in the following order)
 1. Elderly and disabled households
 2. Families with minor children
 3. Singles
 4. Applicants must provide documentation demonstrating a residence in identified counties. Documents must show a current address within the counties served (PO Box addresses not accepted). Acceptable documents include pay stubs, utility bills, lease, cell phone or phone bills, or a notarized letter demonstrating established residence.

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- iv. Non-residents of Dickey, Eddy, Foster, Logan, Sargent, Stutsman, and Wells Counties (processed in the following order)
 - 1. Residents within North Dakota
 - 2. Elderly and disabled households
 - 3. Families with minor children
 - 4. Singles
- d. Mainstream Vouchers (Documentation required. Applicant must be disabled but not elderly, and a new client).
 - i. Applicant working with a state agency that has a current memorandum of understanding (MOU); and
 - ii. Live in institutional or segregated living; or
 - iii. Serious risk of institutional or segregated living; or
 - iv. At risk of homeless; or
 - v. Chronic homeless
- e. Project based preferences and lists. PBV lists may have separate preferences and sorting.
- f. The point system sorts local applicants based on their score, lowest number of points first, then sort by date and time of application.
- g. The point system sorts local applicants based on their score, lowest number of points first, then sort by date and time of application.
- 2. The GPHA has entered into cooperative portability arrangements with other PHAs in the state to utilize any excess funds. Although, GPHA will reduce portability arrangements, when possible, to support additional assistance locally.
- 3. GPHA will provide rental assistance program throughout its jurisdiction by providing assistance to families at or below 50% of area median income while targeting 75% of all new admissions to families with exceptionally low incomes of less than 30% of median.
 - a. GPHA has established a tracking mechanism to select applicants to meet the 75% target.
- 4. If invited by HUD, GPHA will submit an application to administer HCV provided to families living in developments affected by the “opt-out” by owners of the project-based voucher (PBV) program.
- 5. Conduct a housing survey to use in the setting of the Payment Standards in the 90-110% range of the Fair Market Rents.
 - a. HUD issues new market rates in the 3rd quarter of each year. GPHA will review and if needed, adjust rates to ensure applicants can find affordable housing locally, and have the new rates available starting January 1. GPHA will also utilize services to maintain an accurate utility rate schedule.
- 6. Through efficient management of the program, the GPHA will maintain its Restricted Net Assets

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fund which will be used to increase housing opportunities.

7. Through various forms of print media, the GPHA will educate the participants, the landlords and the community on agency programs and guidelines.
8. Through constant monitoring, the GPHA will ensure effective management of the voucher program resulting in the Section Eight Management Assessment Program (SEMAP) rating of high performer.
9. GPHA will work with local, regional, and state agencies to provide transitional services for families relocating with special needs.

GOAL TWO: To provide technical assistance to other housing authorities, regional homeless coalition, other government agencies, non-profits, housing developers, and support agencies.

OBJECTIVES:

- Staff members assist other PHAs by providing technical assistance at quarterly round tables, through phone inquiries and at local agencies.
- Participate in North Dakota housing authority collaborative meetings.
- Provide technical assistance to other small housing authorities in the region.
- Provide quality control services to other housing authorities.
- Attend state, regional and national conferences and share information with smaller PHAs with limited resources.
- Present training on Housing Choice Voucher and program regulations to any housing authority as requested.
- GPHA staff members assist other groups by providing technical assistance by attending meetings.
- Participate as presenter for area meetings and groups.
- Provided technical assistance to other small housing authorities and agencies in the region.
- Attend state, regional and national conferences and share information with other government agencies.
- Staff members will present training on voucher programs to any housing authority or entity as requested.
- Continue participating in Olmstead Settlement meetings and providing updates on voucher utilization, regulations, and funding.

GOAL THREE: To increase communication with landlords, tenants, applicants.

OBJECTIVE:

- GPHA has a website greatplainsha.com and will use that website to post news, policy changes,

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meeting agendas, important documents, and other information. The housing authority will post any new developments on the website and via email, unless required by law to send them via mail. The website is a portal for all housing authorities working in collaborative agreements with Great Plains Housing Authority.

- GPHA will work with federal and state agencies to bring education opportunities to the region.
- GPHA will explore online training and videos when possible.
- Expanding text messaging capabilities with clients for reminders, documents, and other communication.
- Support online applications and certifications that allow clients to submit documents and signatures online.
- Support online forms to allow landlords to submit documentation through GPHA's website.
- Enforce ADA compliant rules with website and implement additional tools when possible.

GOAL FOUR: To explore partnerships in bringing affordable housing to the region and diversify the administrative portfolio.

OBJECTIVE:

- GPHA will work with developers in bringing affordable housing to the region. GPHA will provide technical assistance and support when necessary.
- GPHA will explore options to develop and own property that would be available to households that are in the low to moderate income levels.
- GPHA will apply for additional grants and voucher assistance when applicable.
- GPHA will explore partnerships to provide more opportunities for affordable homeownership.
- Through the ND Department of Commerce, North Dakota Housing and Finance, Community Action North Dakota, North Dakota Health and Human Services, GPHA will examine any programs that may help with housing rehab for elderly or disabled homeowners.
- The housing authority will explore other options and programs to extend services when funding is available, and the program does not create an administrative burden.

GOAL FIVE: To provide program technical and data assistance to other agencies and developers about the region, specific to clientele and region.

OBJECTIVE:

- GPHA complies housing data for HUD and reviews that information quarterly to meet rent needs, comparisons, and vacancies.
- GPHA will provide such data in a timely fashion if it does not interfere with or prohibit GPHA employees from accomplishing day-to-day operations.

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- North Dakota Housing and Finance, Jamestown Stutsman Development Corporation, HUD, USDA Rural Development, South Central Dakota Regional Council, North Dakota Department of Commerce, and other government entities, and other developers require data that GPHA maintains regarding low-to-moderate income families and special populations that is useful for funding opportunities.

GOAL SIX: To implement and administrate project-based vouchers across the jurisdiction.

OBJECTIVE:

- GPHA can develop relationships with housing providers by project basing vouchers that create better opportunities for clients and communities.
- GPHA will pursue using up to the allowed maximum voucher under HUD project based guidelines.
- Project based vouchers are a tool to help develop new units and modify old units.
- GPHA will establish a separate Waiting List for each project-based voucher development and sorting based on complex funding, demographics, and community needs. Program participants may elect to apply for a specific development or multiple lists. GPHA will work with the property manager to help facilitate high occupancy and quality applications.

Great Plains Housing Authority will follow HUD protocol in using project-based vouchers as detailed in HUD guidance and the Administrative Plan.

- If developing new projects, GPHA will hold a competitive bidding process to attract and develop qualified housing with various resources.
- GPHA will determine if the PBV proposal complies with HUD program regulations and requirements and determine budget authority.
- GPHA may enter into project-based agreements if a developer is awarded funding through another competitive process such as Low Income Housing Tax Credit, HOME Funds, or the ND Housing Incentive Fund. The housing authority will need to analyze budget prior to any agreements and determine market needs.
- All project-based contracts require housing needs analysis and program impacts.

GOAL SEVEN: To explore and implement strategies under Moving-to-Work (MTW) status that enhance participant experience, reduce administrative burden, expand partnerships, and explore developments.

- Explore and implement strategies to help support program participants in the path to self-sufficiency.
- Implement programs to aid program participants in self-sufficiency.

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- Review program regulations and waivers that provide administrative relief and support operations continuity.
- Expand partnerships with service and community organizations.
- Explore joint powers agreements, voluntary transfers, and other MTW expansions with partnering housing authorities.
- Build capacity to assist communities in growing and diversifying housing offerings.
- Support office staff using HAP funds for administrative purposes

Great Plains Housing Authority will carry out all activities and items listed in this plan in compliance with all applicable civil rights requirements and that the Great Plains Housing Authority will affirmatively further fair housing.

VIOLENCE AGAINST WOMEN ACT (VAWA) GOALS.

Provide a statement of the PHA's goals, activities, objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.

GPHA collaborates with local domestic violence shelters to assist vulnerable clients. This includes providing applications and documentation for domestic violence shelters and assisting with application completion. GPHA works with shelters to provide waivers and alternate documentation needs.

HOW DOES THE PLAN MEET STATE CONSOLIDATED PLAN?

GPHA's plan is consistent with the State Consolidated Plan by assisting local clients with waiting list preferences, collaborating with other agencies, and exploring options to expand housing options.

AFFIRMATIVELY FURTHERING FAIR HOUSING (AFFH) GOALS

GOAL 1: AGENCY SUPPORTS

Great Plains Housing Authority supports High Plains Fair Housing Center across North Dakota and the region via event promotion, education, and flyers.

GPHA and Money Follows the Persons develops weekly trainings available to landlords, service providers, and others free. These trainings are available online and help client, landlords, providers, and community members understand rights, responsibilities, and reporting.

High Plains Fair Housing Center often requests GPHA to help with presenting information in various

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formats. In addition, GPHA assists High Plains Fair Housing on HUD policies, administrative plan questions, and contacts.

GOAL 2: EXPAND TENANT EDUCATION AND TOOLS.

GPHA includes fair housing information with initial briefing packets and annual recertification documents. High Plains Fair Housing Center and ND Department of Labor Human Rights Division contact information is on GPHA's website www.greatplainsha.com.

GPHA posts event information on their website and shares that information with tenant, landlords, community members and others via email and other messaging.

GPHA expanded communication capabilities with a text messaging service to help clients communicate better in their natural language, use accessibility services, and other tools to help clients understand the program and policies.

Publish policies, procedures, public notices and other information to greatplainsha.com. Website is ADA compliant and allows clients to translate information as necessary.

GOAL 3: GOVERNMENT AGENCY INFORMATION

GPHA assists with local and regional housing discussions. This includes being present at city meetings during National Fair Housing Month presentations, or community discussions on housing.

GPHA participates in numerous local, regional, and state committees on domestic violence, Olmstead settlement, regional homeless coalitions, and others to help education and enforce fair housing standards.

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