

City of Milwaukee Community Development Grants Administration
HOME-ARP Non-Congregate Shelter (NCS) Development Program
Request for Funding Proposal (RFP)

Addendum # 2
February 19, 2026

THIS ADDENDUM IS ISSUED TO RESPOND, CLARIFY, AND SUPPORT DEVELOPMENTAL TEAMS QUESTIONS POSED PRIOR TO THE HOME-ARP (NCS) DEVELOPMENT PROGRAM PRELIMINARY PROJECT ASSESSMENT (PPA) DUE 2/23/26.

Below are answers to questions posed by developmental teams prior to submittal of the (PPA):

1. The PPA fillable PDF form has some formatting issues. It won't display more than a few words of my answers. Do you have another version to use, or can I recreate it on Word?
 - *Formatting issues are now resolved to the Preliminary Project Assessment (PPA) fillable form and have been uploaded to the Community Development Grants Administration (CDGA) Non-Congregate Shelter Development Program webpage. The multi-line function of the fillable PPA form has been activated in the PDF - allowing for users to provide up to 750 characters in each narrative box.*
2. The instructions on page four (4) of the phase one (1) PPA document are confusing. It says all materials should be emailed to this address, but goes into detail about uploading, but a platform isn't mentioned. Is it Neighborly? Do we have to email and upload to Neighborly?
 - *To clarify, the Preliminary Project Assessment (PPA) instructions on page four (4)... all NCS RFP PPA materials should be emailed/uploaded as attachments to the CDGA reports email. Neighborly does not support HOME-ARP application materials or submissions for Community Development Grants Administration (CDGA). All submissions, including any attachments, for the Non-Congregate Shelter Development Program PPA will only be accepted through CDGAreports@milwaukee.gov.*
3. I have a clarification question concerning the MOU. If your developmental team is already a member of the Milwaukee CoC or Milwaukee Coalition on Housing and Homelessness (MCHH), indicating existing partnership in Coordinated Entry; does my organization still need to complete an MOU?
 - *The MOU or PPA narrative should encompass who and how supportive services will be delivered to NCS Qualifying Populations (QPs). In addition, please find the NCS RFP Addendum # 1 response for MOUs.*
 - *Are you looking for a specific MOU with CoC?*
 - *We are encouraging groups to partner with local Continuum of Care (CoC) member agencies since Non-Congregate Shelters will serve Qualified Populations (QPs). The MOU agreement should clearly identify partners involved, a well-defined purpose and scope of partnership, roles & responsibilities, timeline and duration of services provided, the terms and conditions of the partnership, and finally full execution of the agreement by signature and date. If a NCS developmental team does not have an existing partnership with a local CoC member, by MOU,*

CoC membership can be established by completing the application. The completed application serves as certification that members will not be charge an annual membership fee, but will participate in meetings set forth by the local CoC, and complete all technical assistance training in Coordinated Entry (CE) and Homeless Management Information Systems (HMIS).

4. The Project Schedule spreadsheet for the Preliminary Project Assessment (PPA) is formatted for Month/Day. Even trying to add the date 05/2026 format automatically reverts to 05/01. Is there any way this form can be updated on the CDGA NCS RFP webpage?
 - *The Non-Congregate Shelter RFP PPA - Project Schedule dates format has been removed. The updated cells, within the spreadsheet, now allow developmental team users to enter dates manually or in text form. The updated Project Schedule has been uploaded to the CDGA NCS RFP webpage for developmental teams' utilization.*