



COMMUNITY DEVELOPMENT GRANTS

ADMINISTRATION

2027 Request for Proposal (RFP) Frequently Asked Questions

Version 2.0 (Last Updated August 20th, 2026)

1) Is this funding for additional work in 2026 or for 2027 activity?

2027 funding and activity.

2) Is an application required for all 2027 funding requests for community-based organization initiatives, including those noted as “recommended Request for Proposal” (see slide 11 of the [2027 Funding Allocation Plan](#)) and those that do not require a Request for Proposal?

Yes, all organizations must submit an application for any funding request if they wish to receive funding in 2027, regardless of whether the funding type is noted as “recommended Request for Proposal” (as denoted by the assigned asterisks on the Funding Allocation Plan).

3) Can an organization submit an application in-person to the Community Development Grants Administration (CDGA) office?

No, all applications must be submitted via the Neighborly Portal – found at the below link (also visit the [CDGA webpage](#) for full Neighborly Portal access and RFP instructions):
<https://portal.neighborlysoftware.com/CITYOFMILWAUKEE/Participant>

4) When is the deadline to submit an application?

Applications must be fully submitted via the Neighborly portal by 4pm Central Time (CT), Friday, August 21st.

5) When is the deadline to submit questions regarding the application process?

Questions must be submitted to cdgareports@milwaukee.gov with the subject line “2027 RFP Question” by 4pm CT Tuesday, August 18th.

6) Are separate applications required if my organization wishes to apply for multiple activities and initiative categories?

Yes, separate applications are required for each proposed activity. Please note the funding application categories upon initial entry into the Neighborly Portal.

- 7) What are the requirements regarding board of director membership in order to be eligible to receive funding through your office?**

CDGA strongly recommends organizational board membership reflect the demography of the neighborhoods and populations they seek to serve. Moreover, if funded and depending on the activity, organizations may be required to certify as either a [Community Based Development Organization](#) (CBDO) or a [Community Housing Development Organization](#) (CHDO).

- 8) An organization's physical address is planning to change in 2027. Should it utilize the current address or future address?**

Utilize your organization's current address in the application.

- 9) For currently funded organizations, how should the accomplishment section of the application be completed?**

Provide a summary of 2025 activity (including key successes and challenges) as well as a year-to-date summary of 2026 activity.

- 10) For an organization seeking to apply under the initiative category of "Drivers Licenses Recovery/Employment Project", what is the appropriate Neighborly Application category to utilize?**

Utilize the "General Services – CDBG Funds" category. Within the Program Design (Section C) of the application, utilize the drop-down menu to select "Drivers License Recovery".

- 11) In looking at the attached RFP materials document, it says, "The City of Milwaukee will award funding only for emergency shelter project proposals that provide a letter of support from the CoC, based on the emergency shelter provider committing to a CoC-recommended shelter intake process." Is this letter to be submitted during the contract documents processing period after awards have been announced? Or, is it required as part of the application process? If so, Neighborly doesn't have an upload link for it, and so how would we go about submitting this letter?**

The ESG Program Activity Information guide has been updated to reflect that the CoC Support Letter requirement will not be necessary until after the notice of award has been issued to the organization.

- 12) For Youth Services, will CDGA accept the presumed low/moderate-income clientele categories under 24 CFR 570.208(a)(2)(i)(A) for participants who are victims of abuse, or is individual income documentation required for all participants?**

Proposed projects under the Youth Services category would not be required to report on the income levels of corresponding program participants.

- 13) Specific to applications under the category of “Homelessness Services - Emergency Solutions Grants (ESG)”, what program year data should an organization submit as part of its application response?**

The 2026 year application used 2025 data on a non-competitive basis due to applications being solicited only from current funded organizations for level amounts. Data from the full year of 2025 can be used for application narrative purposes in response to question F.1, as indicated in the question prompt.

- 14) For the purposes of meeting the requirement that a nonprofit organization be “located in the City of Milwaukee”, does CDGA recognize a nonprofit’s physical program/office location as its organizational location?**

Yes

- 15) Specific to the Homelessness/Housing Opportunities category, what are the key requirements an organization must met to be eligible for funding?**

Please note pages 38 – 44 of the [RFP Instructions Packet](#) for a program description and key allowable activities for this category. Also note that within the Neighborly Portal application, program requirements are articulated based on the funding category selected.

- 16) Specific to the Housing - Affordable Housing (Community Housing Development Organization – CHDO) category application within Neighborly, please provide guidance on the following questions: 1) Section D.2 asks us to allocate the requested amount across budget categories, but the categories include "Rehab Hard Costs" and no line for new construction. For a new construction rental project, should the request be entered under Rehab Hard Costs as the form's hard-cost line, or elsewhere? 2) For D.3, please confirm that an applicant under the CHDO set-aside completes only the CHDO budget form, leaving the HOME form blank. Is there a more detailed budget form requested? 3) Section G (Corporate Documentation) is marked "new CDBG applicants ONLY." Does this section apply to an organization that has been funded by CDGA in prior years but did not receive 2026 funds? 4) Should the CHDO attachment package (Experience Certifications, Agency Property Inventory, Board Certification Checklist, financial accountability statement) be submitted through the portal with the application, or provided to the assigned Housing Program Officer after award? The Board Certification Checklist instructions reference the Housing Program Officer directly.**

- 1) *New construction costs should be included in the rehab hard cost line category.*
- 2) *he budgets forms are substantially similar, however, CHDO requests should be entered on the corresponding CHDO budget forms.*
- 3) *If an organization has been funded by our office as a CHDO within the last five years, then no additional documentation is required. If an organization has not been previously funded as a CHDO, supporting documentation should be submitted at the time of application.*
- 4) *The attachment package should be uploaded within the portal and provided at the time of application submission.*

17) How does an organization provide proof of its current registration regarding the required Unique Entity Identifier (UEI)?

Organizational staff can register their email account at https://secure.login.gov/sign_up/enter_email

This registration provides staff the ability to search “entity information”, which will allow a download of proof of their organization’s current UEI information.

Alternatively, staff can also choose to link their email account to their organization’s UEI profile through the “assign role” feature (if the organization’s UEI or CAGE is known during the email account setup process or at a later date).

18) Specific to the Emergency Shelter category application within Neighborly, please provide guidance on completion of the logic model worksheet – may an organization complete the worksheet for one objective or do all three (3) require responses?

All three (3) objectives require responses to provide a fully completed logic model worksheet.