

# Palm Beach County Youth Services Department NOFO For Community Based Agencies FY2026

Last updated:

3/12/2025

QUESTIONS & ANSWERS		DATE RECEIVED
<p><b>Q1.</b> I am unable to find the NOFO on the indicated page, when I search it, I finds no results. Is there another keyword I should be using?</p> <p><b>A1.</b> The NOFO was made available on February 24, 2025 on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a>. Registered agencies can sign in, or Proposers may choose Public Access. For assistance, with the Palm Beach County Vendor Self-Service System (VSS), please contact, Vendor Self Service Assistance at (561) 616-6800.</p>	<p>2/24/2025</p>	
<p><b>Q2.</b> How do I reset my Login and Password? I don't see a place to do that and I cannot remember it.</p> <p><b>A2.</b> To reset your login and password, please access the YSD NOFO Dashboard at <a href="https://www.pbcgov.org/cba_monitoring">https://www.pbcgov.org/cba_monitoring</a> and select "Forgot Password".</p>	<p>2/24/2025</p>	
<p><b>Q3.</b> Thank you for being so helpful in the past. This is my first time going into the VSS system. I was able to sign up and access our Organization – Hispanic Human Resources Council. As you can see below – is already active. In order to associate my name to the agency, it says to contact my administrator. However, the Account Administrator is someone who worked at the organization four years ago and has no access any more to the VSS system. Is there someone I can speak to that can help me manage this issue? The options listed in the picture below does not address my need for access. I hope you can direct me to someone or provide me some guidance on best to manage the VSS system.</p> <p><b>A3.</b> For assistance, with the Palm Beach County Vendor Self-Service System (VSS), please contact, Vendor Self Service Assistance at (561) 616-6800.</p>	<p>2/24/2025</p>	
<p><b>Q4.</b> I went into Advantage to search for the new NOFO opportunity, and wasn't able to find it. Is there a PDF online somewhere?</p> <p><b>A4.</b> The NOFO was made available on February 24, 2025 on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a>. Registered agencies can sign in, or Proposers may choose Public Access. For assistance, with the Palm Beach County Vendor Self-Service System (VSS), please contact, Vendor Self Service Assistance at (561) 616-6800.</p>	<p>2/24/2025</p>	
<p><b>Q5.</b> How do we get registered for the mandatory pre-proposal meeting? Do we have to create a vendor account through the link?</p> <p><b>A5.</b> Registration is not required for the mandatory pre-proposal conference. There will be a mandatory Pre-Proposal Conference held virtually via Zoom, on February 27, 2025, at 9:00 a.m., for all Proposers submitting Proposals. Join Zoom Meeting: <a href="https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1">https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1</a> Phone: (786) 635-1003 Meeting ID: 852 9198 6325 Passcode: 064582 Any change to the virtual meeting link will be issued as an addendum to this NOFO Information Guidance and posted on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a> The NOFO was made available on February 24, 2025 on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a>. Registered agencies can sign in, or Proposers may choose Public Access. For assistance, with the Palm Beach County Vendor Self-Service System (VSS), please contact, Vendor Self Service Assistance at (561) 616-6800.</p>	<p>2/24/2025</p>	
<p><b>Q6.</b> We logged into the YSD portal to view the NOFO information that was released today, but I am not able to locate it under "Public Solicitations." Where else would this information be located? We also plan to attend the mandatory information meeting on Thursday ahead of applying for the upcoming grant cycle, but we did not receive a link and are unable to find one online. Is this something you could provide me with?</p>	<p>2/24/2025</p>	

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## QUESTIONS & ANSWERS

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|-------------|--|-----------|
| <b>A6.</b>  | <p>The NOFO was made available on February 24, 2025 on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a>. Registered agencies can sign in, or Proposers may choose Public Access. For assistance, with the Palm Beach County Vendor Self-Service System (VSS), please contact, Vendor Self Service Assistance at (561) 616-6800. There will be a mandatory Pre-Proposal Conference held virtually via Zoom, on February 27, 2025, at 9:00 a.m., for all Proposers submitting Proposals. Join Zoom Meeting:<br/> <a href="https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1">https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1</a> Phone: (786) 635-1003<br/>                     Meeting ID: 852 9198 6325<br/>                     Passcode: 064582<br/>                     Any change to the virtual meeting link will be issued as an addendum to this NOFO Information Guidance and posted on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a></p> |           |
| <b>Q7.</b>  | <b>Do we have to register to attend this meeting? I do not see a link to it and it has indicated that it is virtual.</b>   | 2/24/2025 |
| <b>A7.</b>  | <p>Registration is not required for the mandatory pre-proposal conference. There will be a mandatory Pre-Proposal Conference held virtually via Zoom, on February 27, 2025, at 9:00 a.m., for all Proposers submitting Proposals. Join Zoom Meeting:<br/> <a href="https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1">https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1</a> Phone: (786) 635-1003<br/>                     Meeting ID: 852 9198 6325<br/>                     Passcode: 064582<br/>                     Any change to the virtual meeting link will be issued as an addendum to this NOFO Information Guidance and posted on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a></p>  |           |
| <b>Q8.</b>  | <b>I received the information below from Christina Barone, our Director of Operations. I tried to find the information for the zoom meeting on Thursday April 27 but can't find it. Can you advise how I can locate this information?</b>  | 2/24/2025 |
| <b>A8.</b>  | <p>Registration is not required for the mandatory pre-proposal conference. There will be a mandatory Pre-Proposal Conference held virtually via Zoom, on February 27, 2025, at 9:00 a.m., for all Proposers submitting Proposals. Join Zoom Meeting:<br/> <a href="https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1">https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1</a> Phone: (786) 635-1003<br/>                     Meeting ID: 852 9198 6325<br/>                     Passcode: 064582<br/>                     Any change to the virtual meeting link will be issued as an addendum to this NOFO Information Guidance and posted on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a></p>  |           |
| <b>Q9.</b>  | <b>Our team was reviewing the youth services NOFO that was set but we do not see any link to this Thursday's Pre-proposal meeting. Is there a link that has been released as of yet?</b>   | 2/25/2025 |
| <b>A9.</b>  | <p>There will be a mandatory Pre-Proposal Conference held virtually via Zoom, on February 27, 2025, at 9:00 a.m., for all Proposers submitting Proposals. Join Zoom Meeting:<br/> <a href="https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1">https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1</a> Phone: (786) 635-1003<br/>                     Meeting ID: 852 9198 6325<br/>                     Passcode: 064582<br/>                     Any change to the virtual meeting link will be issued as an addendum to this NOFO Information Guidance and posted on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a></p>  |           |
| <b>Q10.</b> | <b>Has there been an addendum issued to this NOFO?</b>   | 2/25/2025 |
| <b>A10.</b> | <p>The Palm Beach County Youth Services Department has issued Addendum # 1 dated February 25, 2025 to this NOFO. The addendum is on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a>. Registered agencies can sign in, or Proposers may choose Public Access. For assistance, with the Palm Beach County Vendor Self-Service System (VSS), please contact, Vendor Self Service Assistance at (561) 616-6800.</p>   |           |

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<p><b>Q11.</b> I own a Martial Arts and fitness/Dance company in downtown West Palm Beach. I have my program in about 40 schools both private and public across Palm Beach County. I'm a vendor for the public school system where we offer martial arts and cheer dance. I'm wondering if the NOFO is only for nonprofits or if it's for local businesses because we deal with a lot of title one public schools and we're trying to get funding to help more and I know that there are a few private schools that also deal with funding and get grants from primetime and other grant companies we're just trying to get the grants ourselves to go in because we're already in the schools and we have to do it for free in order to get in there because they're full for their budgets.</p>	2/25/2025
<p><b>A11.</b> Proposers seeking County assistance must be chartered or registered with the Florida Department of State, have been incorporated for at least one (1) agency fiscal year, and have provided services for at least six (6) months in Palm Beach County. All Proposers must hold current and valid 501(c)(3) status as determined by the Internal Revenue Service, or be public entities. <i>Note: The School District of Palm Beach County has many programs and services available to students during the regular school day. Priority will be given to programs that address needs in out-of-school time.</i></p>	2/25/2025
<p><b>Q12.</b> Thank you for directing me to the appropriate person. I do not see the Pre-Proposal conference posted. Is there a time and date for this meeting?</p>	2/25/2025
<p><b>A12.</b> There will be a mandatory Pre-Proposal Conference held virtually via Zoom, on February 27, 2025, at 9:00 a.m., for all Proposers submitting Proposals. Join Zoom Meeting: <a href="https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1">https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1</a>  Meeting ID: 852 9198 6325 Passcode: 064582 Phone: (786) 635-1003</p> <p>Any change to the virtual meeting link will be issued as an addendum to this NOFO Information Guidance and posted on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a></p> <p>The NOFO was made available on February 24, 2025 on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a> Registered agencies can sign in, or Proposers may choose Public Access. For assistance, with the Palm Beach County Vendor Self-Service System (VSS), please contact, Vendor Self Service Assistance at (561) 616-6800.</p>	
<p><b>Q13.</b> The NOFA announcement does not contain the link to Thursday's virtual bidders conference. I also need help accessing the Palm Beach portal to access the NOFA. Although we are registered, I do not know my user name or password.</p>	2/25/2025
<p><b>A13.</b> There will be a mandatory Pre-Proposal Conference held virtually via Zoom, on February 27, 2025, at 9:00 a.m., for all Proposers submitting Proposals. Join Zoom Meeting: <a href="https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1">https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1</a> Meeting ID: 852 9198 6325 Passcode: 064582 635-1003 Phone: (786) Any change to the virtual meeting link will be issued as an addendum to this NOFO Information Guidance and posted on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a> The NOFO was made available on February 24, 2025 on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a>. Registered agencies can sign in, or Proposers may choose Public Access. For assistance, with the Palm Beach County Vendor Self-Service System (VSS), please contact, Vendor Self Service Assistance at (561) 616-6800.</p>	

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<p><b>Q14.</b> Please advise of additional details regarding the pre-planning webinar scheduled for 2/27. In an email we received on 2/24, it advised the NOFO would become available on 2/24 (attached). However, the VSS Announcement mentions 2/26 the NOFO will be posted. Please clarify.</p>	2/25/2025
<p><b>A14.</b> There will be a mandatory Pre-Proposal Conference held virtually via Zoom, on February 27, 2025, at 9:00 a.m., for all Proposers submitting Proposals. Join Zoom Meeting:  <a href="https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1">https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1</a>                      Meeting ID: 852 9198 6325                      Passcode: 064582 <span style="float: right;">Phone: (786)</span>                      635-1003 <span style="float: right;">Any</span>                      change to the virtual meeting link will be issued as an addendum to this NOFO Information Guidance and posted on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a>                      The NOFO was made available on February 24, 2025 on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a>. Registered agencies can sign in, or Proposers may choose Public Access. For assistance, with the Palm Beach County Vendor Self-Service System (VSS), please contact, Vendor Self Service Assistance at (561) 616-6800.</p>	
<p><b>Q15.</b> We are attempting to register for the upcoming mandatory pre-proposal meeting to be held on 02.27.25, however the link provided for more information, does not seem to work. Is there another way to register and obtain the meeting information? Any assistance and guidance you could provide would be greatly appreciated.</p>	2/26/2025
<p><b>A15.</b> There will be a mandatory Pre-Proposal Conference held virtually via Zoom, on February 27, 2025, at 9:00 a.m., for all Proposers submitting Proposals. Join Zoom Meeting:  <a href="https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1">https://pbcgov.zoom.us/j/85291986325?pwd=gifJm6cX1dZpLntHqFisPuWhFm2kL8.1</a>                      Meeting ID: 852 9198 6325                      Passcode: 064582                      Phone: (786) 635-1003                      Any change to the virtual meeting link will be issued as an addendum to this NOFO Information Guidance and posted on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a>                      The NOFO was made available on February 24, 2025 on the County's on-line Vendor Self Service (VSS) system at <a href="https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService">https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService</a>. Registered agencies can sign in, or Proposers may choose Public Access. For assistance, with the Palm Beach County Vendor Self-Service System (VSS), please contact, Vendor Self Service Assistance at (561) 616-6800.                      There is no registration for the Pre-Proposal Conference.</p>	
<p><b>Q16.</b> Can you please send me direct link? I am ZoZo link that was sent to me and when I tried to log on I mean or just click the link to make sure you know I'm in the right link it's saying error.</p>	2/27/2025
<p><b>A16.</b> A recording of the mandatory Pre-Proposal Conference will be available for review on the YSD website under a tab titled "Notice of Funding Opportunity" at <a href="http://www.pbcgov.com/youthservices/Pages/NOFO.aspx">www.pbcgov.com/youthservices/Pages/NOFO.aspx</a> and viewing the entire recording of the Pre-Proposal will be required to attest to having either participated in the entire live Zoom Pre-Proposal Conference or viewed the entire recording of the mandatory Pre-Proposal Conference, as explained under Section VI.2.</p>	

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Q17.	<b>During the conference, I understood the facilitator to indicate that only public companies or not-for-profit 501(c)(3) organizations are eligible proposers. Could you please confirm whether public companies are also required to be not-for-profit? I would appreciate further clarification on the eligibility criteria.</b>	2/27/2025
A17.	Proposers seeking County assistance must be chartered or registered with the Florida Department of State, have been incorporated for at least one (1) agency fiscal year, and have provided services for at least six (6) months in Palm Beach County. All Proposers must hold current and valid 501(c)(3) status as determined by the Internal Revenue Service, or be public entities.	
Q18.	<b>Thank you for the presentation today. Will you share it with the attendees? Or post it on your website?</b>	2/27/2025
A18.	The NOFO Pre-Proposal Conference presentation will be posted on the YSD website under a tab titled "Notice of Funding Opportunity" at <a href="http://www.pbcgov.com/youthservices/Pages/NOFO.aspx">www.pbcgov.com/youthservices/Pages/NOFO.aspx</a> .	
Q19.	<b>We received the below Notice of Funding opportunity yesterday afternoon and upon opening the RFP this morning saw that there was a mandatory zoom meeting at 9am this morning. Is there any way to still apply if we were not in that zoom meeting? We think we are an excellent fit for this opportunity and are willing to take any steps necessary to get the information given at this morning's meeting.</b>	2/27/2025
A19.	A recording of the mandatory Pre-Proposal Conference will be available for review on the YSD website under a tab titled "Notice of Funding Opportunity" at <a href="http://www.pbcgov.com/youthservices/Pages/NOFO.aspx">www.pbcgov.com/youthservices/Pages/NOFO.aspx</a> and viewing the entire recording of the Pre-Proposal will be required to attest to having either participated in the entire live Zoom Pre-Proposal Conference or viewed the entire recording of the mandatory Pre-Proposal Conference, as explained under Section VI.2. Additionally, the NOFO Pre-Proposal Conference presentation will be posted on the YSD website under a tab titled "Notice of Funding Opportunity" at <a href="http://www.pbcgov.com/youthservices/Pages/NOFO.aspx">www.pbcgov.com/youthservices/Pages/NOFO.aspx</a> .	
Q20.	<b>Thank you so much for the comprehensive meeting this morning - it really was extremely helpful! My questions - when will the NOFO meeting recording be available? Before the cone of silence is in place, can we call and speak with or schedule meetings with the BCC, or does all communication have to occur by writing, except for public meetings?</b>	2/27/2025
A20.	A recording of the mandatory Pre-Proposal Conference will be available for review on the YSD website under a tab titled "Notice of Funding Opportunity" at <a href="http://www.pbcgov.com/youthservices/Pages/NOFO.aspx">www.pbcgov.com/youthservices/Pages/NOFO.aspx</a> and viewing the entire recording of the Pre-Proposal will be required to attest to having either participated in the entire live Zoom Pre-Proposal Conference or viewed the entire recording of the mandatory Pre-Proposal Conference, as explained under Section VI.2. Additionally, the NOFO Pre-Proposal Conference presentation will be posted on the YSD website under a tab titled "Notice of Funding Opportunity" at <a href="http://www.pbcgov.com/youthservices/Pages/NOFO.aspx">www.pbcgov.com/youthservices/Pages/NOFO.aspx</a> . Oral communication with Commissioners regarding this NOFO can occur until the electronic submission date of March 24, 2025.	
Q21.	<b>I was just made aware of this morning's mandatory Zoom meeting for the CBA NOFO. Will we be able to view the meeting and still apply if we missed the ZOOM Meeting?</b>	2/27/2025
A21.	A recording of the mandatory Pre-Proposal Conference will be available for review on the YSD website under a tab titled "Notice of Funding Opportunity" at <a href="http://www.pbcgov.com/youthservices/Pages/NOFO.aspx">www.pbcgov.com/youthservices/Pages/NOFO.aspx</a> and viewing the entire recording of the Pre-Proposal will be required to attest to having either participated in the entire live Zoom Pre-Proposal Conference or viewed the entire recording of the mandatory Pre-Proposal Conference, as explained under Section VI.2. Additionally, the NOFO Pre-Proposal Conference presentation will be posted on the YSD website under a tab titled "Notice of Funding Opportunity" at <a href="http://www.pbcgov.com/youthservices/Pages/NOFO.aspx">www.pbcgov.com/youthservices/Pages/NOFO.aspx</a> .	
Q22.	<b>If we missed the Pre-proposal Conference, are we still able to apply?</b>	2/28/2025

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<b>Q23.</b>	<b>Do you have a list of previous recipients of grant funding,</b>	2/28/2025
<b>A23.</b>	The YSD website lists the Community-Based Agencies who are receiving funding. The information is available at <a href="https://discover.pbcgov.org/youthservices/Pages/Agencies.aspx">https://discover.pbcgov.org/youthservices/Pages/Agencies.aspx</a>	
<b>Q24.</b>	<b>I am looking for the recording of the Preproposal Conference? I have the presentation but do not see the video on the YSD NOFO Page/</b>	2/28/2025
<b>A24.</b>	A recording of the mandatory Pre-Proposal Conference will be available for review on the YSD website under a tab titled "Notice of Funding Opportunity" at <a href="http://www.pbcgov.com/youthservices/Pages/NOFO.aspx">www.pbcgov.com/youthservices/Pages/NOFO.aspx</a> and viewing the entire recording of the Pre-Proposal will be required to attest to having either participated in the entire live Zoom Pre-Proposal Conference or viewed the entire recording of the mandatory Pre-Proposal Conference, as explained under Section VI.2.	
<b>Q25.</b>	<b>Thank you for an incredibly informative session last Thursday morning! I did not register but used the link from the forwarded email from the Black Chamber of Commerce the morning of in case there was a follow up email to "registered" participants. I did join the initial link and then the second link after. I entered my name and org in the chat box but wanted to make sure I was accounted for since I did not "officially register". Could you kindly let me know if Rohi's Liberation Station was confirmed?</b>	3/4/2025
<b>A25.</b>	We reviewed the chat recording and see your name was entered. A recording of the mandatory Pre-Proposal Conference is available for review on the YSD website under a tab titled "Notice of Funding Opportunity" at <a href="http://www.pbcgov.com/youthservices/Pages/NOFO.aspx">www.pbcgov.com/youthservices/Pages/NOFO.aspx</a> and viewing the entire recording of the Pre-Proposal will be required to attest to having either participated in the entire live Zoom Pre-Proposal Conference or viewed the entire recording of the mandatory Pre-Proposal Conference, as explained under Section VI.2.	
<b>Q26.</b>	<b>We would like to clarify how to count students in our afterschool program, which offers multiple activities year-round. If we commit to serving 100 unduplicated students in our contract, can these same students be counted under multiple outcomes if they participate in different program components? For example, under Attachment 2: Ensure Safety and Justice, we might report 100 unduplicated students served. However, if a student participates in Outcome #6 (Impact Project Planning) for six months and also engages in Outcome #9 (Academic Support, including tutoring and post-secondary planning), can they be counted in both outcomes? Since these services are distinct but part of the same program, we want to ensure our reporting aligns with your expectations. We appreciate your guidance on this.</b>	3/4/2025
<b>A26.</b>	The students enrolled in a program can be counted in multiple outcomes of that program, as long as they receive the specified services, achieve the outcome, and the agency has the evidence (required documentation) as stated in the contract. Please be advised that the outcomes must be under the same Action Area. In addition, a single program cannot receive funding in multiple Action Areas for the same youth served.	
<b>Q27.</b>	<b>Would a program that provides mentorship and educates High School Aged Youth in career options. With services that transport youth during school hours to their mentor at the mentor's place of employment, qualify under SLL and a quality out-of-school time (OST) program. As written in the NOFO Presentation: Skills for Learning and Life (SLL): Strengthen life skills that build confidence, support mental and emotional health, and enable youth to overcome challenges through quality out-of-school time (OST) programs</b>	3/6/2025

# Palm Beach County Youth Services Department NOFO For Community Based Agencies FY2026

Last updated:

3/12/2025

<b>QUESTIONS &amp; ANSWERS</b>		<b>DATE RECEIVED</b>
<b>A27.</b>	Note: The School District of Palm Beach County has many programs and services available to students during the regular school day. Priority will be given to programs that address needs in out-of-school time.	
<b>Q28.</b>	<b>For the Action Area of Health and Wellness- On Pg 29 of the NOFO the asterisk for pre-post assessments says they may refer to data as measured by CFARS/FARS/PHQ9. I wanted to ensure that other pre-post assessments, such as those used previously for our YSD grants, are acceptable for the outcomes we choose.</b>	3/7/2025
<b>A28.</b>	The asterisk (*) indicates "Pre-post assessments may refer to data as measured by the Children's Functional Assessment Rating Scale (CFARS)/ Functional Assessment Rating Scale (FARS) and /or the Pediatric PHQ9 (Patient Health Questionnaire) and the PHQ9 Modified for Teens, and/or the Behavioral Health Assessment as appropriate for all children receiving individual and small group services; and, pre-post assessment data on all children receiving a classroom based prevention curriculum and/or small group skill building or intervention services." Thus, other pre-post assessments may be acceptable pending YSD review and approval which would occur at the time of contract negotiations. Moreover, Item 3.4.2 of the NOFO indicates "Clearly describe the evaluation methodology of the program being proposed. Identify applicable performance measurement tools and explain how they appropriately measure and track outcomes. Examples may include pre-/post-test samples, log record templates, etc. If any, please upload documentation as a single file in PDF format."	
<b>Q29.</b>	<b>When reading through attachment 3 it seems that our Head Start/Early Head Start infant mental health program could meet criteria in that the focus is developing social emotional skills. Social emotional screening tools are used as well as classroom observation tools Pre-Post in order to evaluate social emotional skills development and progress. The note stating that priority will be given to programs that address needs in out of school time. Since this is PreK, does that count as out of school time? Thank you for clarifying for us.</b>	3/7/2025
<b>A29.</b>	PreK (Pre-Kindergarten) is not considered "out-of-school time" as it is considered a form of early childhood education that takes place during typical school hours, therefore, PreK does not count as out-of-school time.	
<b>Q30.</b>	<b>Have proposers been advised to not include extraneous research?</b>	3/10/2025
<b>A30.</b>	Proposers are encouraged to demonstrate the need, data and research for their proposed program or service in the most efficient way possible, without attaching multiple reports that establish the same point and without extraneous or redundant material. Relevant, concise citations of evidence and support are encouraged. Voluminous pages of attachments are not helpful for reviewers and may not reflect favorably on the proposals	
<b>Q31.</b>	<b>Our question is regarding the requirement that applicants either be audited or Nonprofits First accredited. In the NOFO it says an audit is required (page 3, bullet 4). In the presentation document it also says either an audit or accreditation from Nonprofits First is required (page 43, 2nd blue box). In the zoom presentation, staff confirmed one or the other was required. We are finishing up our first accreditation with Nonprofits First, which will go to Nonprofits First ARAC for approval at the end of April. The Nonprofits First folks have offered to submit a letter attesting to our current status. With this letter, are we eligible to apply for this NOFO?</b>	3/10/2025
<b>A31.</b>	If accredited by Nonprofits First, Inc. (NPF), Agency will upload proof of accreditation and will not need to provide the following documents, which must be provided if Agency is not accredited by Nonprofits First, Inc.: IRS Form 990 – Return of Organization Exempt from Income Tax for 501 (c)(3) corporations or other official governmental documentation proving IRS tax exempt status; Independent Audit Report; Year-End Financial Statements; If accredited by NPF, please note applicable Attestation under the ACKNOWLEDGEMENT TAB. Note: If awarded funding, annual Independent Audit Reports will be required for each contracted year	
<b>Q32.</b>	<b>I am having technical issues accessing the NOFO in the Vendor Self-Service System (VSS).</b>	3/11/2025
<b>A32.</b>	For assistance, with the Palm Beach County Vendor Self-Service System (VSS), please contact, Vendor Self Service Assistance at (561) 616-6800.	

**Palm Beach County Youth Services Department  
NOFO For Community Based Agencies FY2026**

Last updated:

3/12/2025

**QUESTIONS & ANSWERS**

**DATE  
RECEIVED**

**Q33.** This is a follow up question to the question posted as Q31. Here is that question and answer: The follow up question is: Our first Nonprofits First accreditation is going to the ARAC board for approval in April 2025; after ARAC approval we will be accredited. Since this is after the NOFO deadline, can the Nonprofits First folks submit a letter attesting to our status to satisfy the accreditation requirement? We have not completed an independent audit. We do have an IRS Form 990 and Year-End Financial Statements. If we have the 990, year-end financial statements, letter from Nonprofits First attesting that our first accreditation will go before the ARAC board for approval in April 2025, but no complete independent audit, are we eligible to apply for this NOFO?

3/12/2025

**A33.** Based on the scenario described in your question, the actual NonProfits First, Inc. (NPF) accreditation would occur after the NOFO electronic submission deadline date of March 24, 2025 @ 5:00pm EST. Thus, your agency would need to provide (upload) the required documentation as listed in NOFO Guidance section VI.3 for agencies not accredited by NPF: including IRS Form 990 – Return of Organization Exempt from Income Tax for 501 (c)(3) corporations or other official governmental documentation proving IRS tax exempt status; Independent Audit Report; Year-End Financial Statements. Thus, given the scenario described in your question, you would not be eligible to apply.