

FREQUENTLY ASKED QUESTIONS

10/22/2025

1. Question: I am having difficulty getting through the Vendor Registration process. Need some assistance from I guess IT? Can you please send me a name, email and phone number to assist me?

Answer: Please access County's self-serve Vendor Registration at the following link:
<https://discover.pbcgov.org/purchasing/Pages/Vendor-Registration.aspx>.

The self-service Vendor Registration site includes a guide to help guide you through how to Register Your Vendor Account at: <https://pbcvssp.pbc.gov/vssprd/Advantage4>, and also provides Vendor forms, Guides and other relevant resources.

2. What is a minimum financial threshold for revenues and expenditures for an applicant to submit with their proposal?

Answer: The NOFO Guidance Document does not contain minimum financial revenue and/or expenditure thresholds for an applicant to submit with their proposal.

3. Is there an official single audit threshold?

Answer: The official Single Audit Report threshold for State OSF is \$750,000.

4. Where to find ROMA Logic Model attachment? Do the responses to the Logic Model question all fit on one page?

Answer: the Logic Model template excel form is included in SAMIS application and ready for use. No, while the goal is to have information to fit on one page, it is not required.

5. Can you please put the link here for PBC Community Services - looking for FAQ for this NOFO?

Answer: the FAQ will be posted under the General Resources Section of the FAA NOFO webpage at:

<https://discover.pbcgov.org/communityservices/financiallyassisted/Pages/RFP.aspx>.

6. Can you give an example of what could be in a as core strategy versus section b, approved uses.

Answer: All program expenses are to be justified in accordance with the Florida Opioid Allocation and Statewide Response Agreement that outlines the Schedule A Core Strategies and Schedule B Approved Uses.

<https://www.dropbox.com/scl/fi/63tkre5ewz4t6eedkuocl/FL-Opioids-Allocation-SW-Resp-Agreement-with-Exhibits.pdf?rlkey=u15tc1iddeczhlfdxq1j2kkgse=3sdl=0>

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The downloaded budget excel template will have a drop-down menu under the header **Schedule A Categories** or **Schedule B Approved Uses Subcategory** where the agency may select the appropriate **Schedule A** or **Schedule B** per program budget category. The Agency must carefully define and document the use of each program expense fund with either **Schedule A** and/or **Schedule B**. Scroll up or down within the drop-down menu to see the full list. All expenditures should directly support the objectives outlined in **NOFO #2** and strictly comply with the terms set forth in the **Florida Opioid Allocation Statewide Response Agreement**.

Schedule A:

FY 2026 PROGRAM BUDGET WORKSHEET

PBCCSD Funded Budget Items			Proposed Program Name	Palm Beach County Program
Program Period: FY 2026				Proposed
TOTAL PROGRAM FUNDING AMOUNT = \$				-
Program Expenses	Schedule A Core Strategies	Schedule B Approved Uses	Narrative	Total
Personnel				\$ -
Program Manager				
Program Assistant				
Fringe Benefits - Program Assistant	A. Naloxone or other FDA-approved drug to reverse			
Community Educator	B. Medication-Assisted Treatment (MAT) Distribution a			
	C. Pregnant & Postpartum Women			
	D. Expanding Treatment for Neonatal abstinence Synd			
	E. Expansion of Warm Hand-off Programs and Recove			
	F. Treatment for Incarcerated Population			
	G. Prevention Programs			
Building /Occupancy				\$ -
Rent/Lease				
Building Maintenance				
Insurance				
Utilities				\$ -
Electric				
Water				
Telephone				

Schedule B:

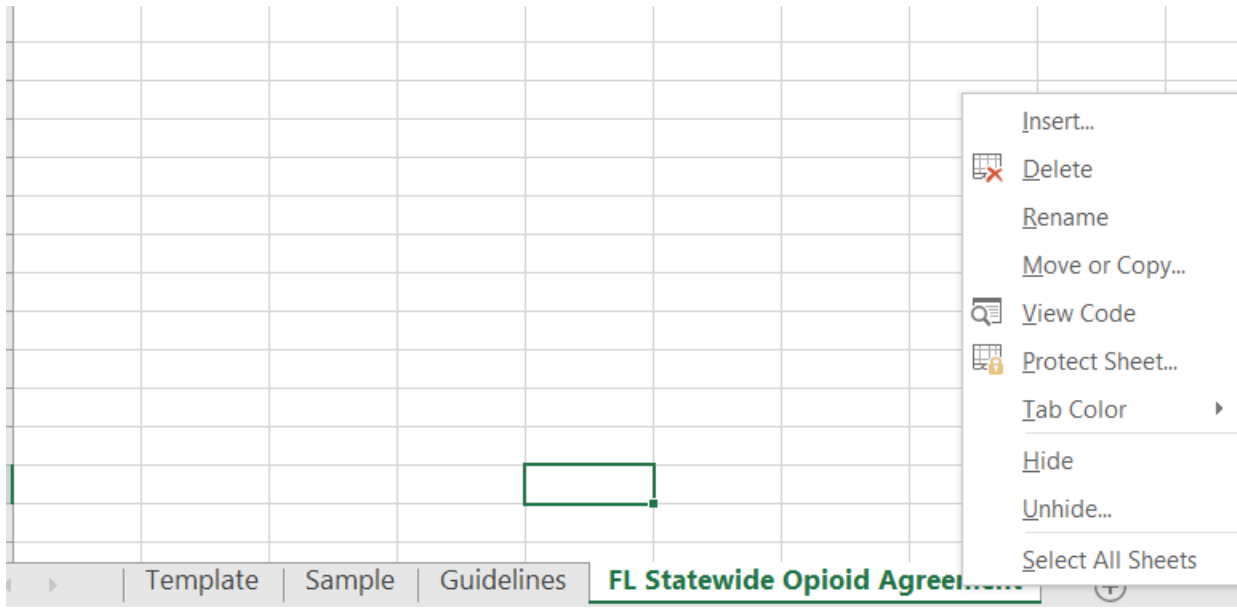
FY 2026 PROGRAM BUDGET WORKSHEET

PBCCSD Funded Budget Items			Proposed Program Name	Palm Beach County Program
Program Period: FY 2026				Proposed
TOTAL PROGRAM FUNDING AMOUNT = \$				-
Program Expenses	Schedule A Core Strategies	Schedule B Approved Uses	Narrative	Total
Personnel				\$ -
Program Manager				
Program Assistant				
Fringe Benefits - Program Assistant		A. Treat Opioid Use Disorder		
Community Educator		B. Support People in Treatment and Recovery		
		C. Connect people Who Need Help to the Help they N		
		D. Address the Needs of Criminal-Justice Involved Per		
Building /Occupancy				\$ -
Rent/Lease				
Building Maintenance				
Insurance				
Utilities				\$ -
Electric				
Water				
Telephone				

NOTE: There is a hidden tab on the excel that you can “unhide” to view the various example descriptions per **Schedule A** or **Schedule B** for ease and is the exact information on link above. Right click on your mouse on the **FL Statewide Opioid** tab and select **Unhide**. Select the “**Data Validation**” in the box and click “**OK**”.

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A new tab will populate listing the Schedule A Core Strategies and Schedule B Approved Uses. Furthermore, there are various examples per category descriptions and subcategory descriptions. If an agency can flag the # of the description of either Schedule A or Schedule B in columns M and or N respectively it would provide clarity of OSF funding use.

Schedule A Core Strategies	Description Schedule A	Schedule B Approved Uses	Description Schedule B
A. Naloxone or other FDA-approved drug to reverse opioid overdoses	1. Expand training for first responders, schools, community support groups and families; and 2. Increase distribution to individuals who are uninsured or whose insurance does not cover the needed service.	A. Treat Opioid Use Disorder	Support treatment of Opioid Use Disorder (OUD) and any co-occurring SUD/MH conditions through evidence-informed programs or strategies that may include, but are not limited to, the following: 1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, including all forms of Medication-Assisted Treatment (MAT) as approved by the U.S. Food and Drug Administration. 2. Support and reimburse evidence-based services that adhere to the Society of Addiction Medicine (ASAM) continuum of care for OUD and co-occurring SUD/MH conditions. 3. Expand telehealth to increase access to treatment for OUD and co-occurring SUD/MH conditions, including MAT, as well as counseling, psychiatric treatment and recovery support services. 4. Improve oversight of Opioid Treatment Programs (OTPs) to assure evidence-informed practices such as adequate methadone dosing and threshold approaches to treatment. 5. Support mobile intervention, treatment, and recovery services for qualified professionals and service providers, such as peer recovery specialists, to identify and address such trauma. 6. Support evidence-based withdrawal management services for individuals with OUD (e.g., violence, sexual assault, human trafficking, or adverse childhood experiences) and family members of individuals who have experienced an overdose or overdose fatality. 7. Support evidence-based withdrawal management services for individuals with OUD (e.g., violence, sexual assault, human trafficking, or adverse childhood experiences) and family members of individuals who have experienced an overdose or overdose fatality.

7. Can you please put the link to SAMIS here in chat?

Answer: SAMIS link: <https://pbcc.samis.io/go/nofo/>

8. So, if I have an organization budget of \$600K and a category has a \$500K to apply for, I don't need a fiscal agent?

Answer: This question falls outside the purview of the County's authority. Applicants the appropriate party to address and answer this question.

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9. The idea that if you don't have an audit to submit with this current application, you could not invest in that audit today, but you know if you were to get awarded, go ahead and agree that you'll have the audit done prior, you know, for the awarding of the funds. Is that correct?

Answer: If funded with State OSF under \$750,000, an Agency is required to submit an Independent Audit within nine (9) months after the close of its fiscal year. However, if funded with State OSF for \$750,000 or more, the Agency, in addition to the Independent Audit, is required by the State to submit State Audit Report. Additional details are available at the Florida Department of Children and Families Submit a Single Audit Report website: <https://www.myflfamilies.com/about/additional-services-offices/office-inspector-general/internal-and-single-audit/submit-single>

10. If an agency receives funding, would they have a period of time to submit an Independent Financial Audit, given that it is a large investment for a smaller organization without guaranteeing a funding award?

Answer: The independent financial audit is due within nine (9) months after the end of the Agency's fiscal year.

11. In terms of accreditation, there's an allowance for if the organization isn't accredited for some reason that they could go ahead and within the next 18 months get accredited? Would the same apply back to the finances and an audit if you were to get awarded that there would be an allotted time frame that the organization could then say they would go ahead and to get an audit.

Answer: Not necessarily. Yes, an independent audit is required within nine (9) months after the end of the Agency's fiscal year.

12. If an organization were to apply and it ends up that they did need an audit or some higher level, the worst that would happen would be they wouldn't score the full amounts under that category, right? Not that they would be disqualified. Can you clarify that?

Answer: Yes, if an Applicant does not submit an acceptable audit report, their proposal may not pass Threshold review. which could result in the proposal being removed from consideration. However, if the audit report is accepted, an Agency's audit report is a factor in the Budget Section's maximum score of 15 points.

13. There are some of the questions in the NOFO that seem to overlap. If we've already provided a detailed response that addresses the same content, do we need to restate it with the same level of detail in later, similar questions?

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Answer: Although questions may overlap, applicants should answer all questions to the best of their ability even if repetition may occur. The applicant's responses to the question(s) in each of the four (4) scored sections will be scored accordingly in the Review Panel Scoring and Ranking sessions.

14. Can you clarify the submission requirements for smaller organizations under the single audit threshold, specifically regarding when a financial review is acceptable in place of an independent audit?

Answer: If an Applicant is under the Single Audit threshold of \$750,000, then a financial review is acceptable in lieu of independent audit.

15. Where to retrieve and download the required documents only?

Answer: You can upload the blank/incomplete Cover Sheet document in that field for the time being and move on to the next steps of the Proposal. That uploaded document, and any document uploaded to your Proposal, can be deleted at any time before submission. You will just have to remember to go back, delete the blank/incomplete document, and upload the completed version at some point before submitting your Proposal.