



## NOTICE OF FUNDING OPPORTUNITY (NOFO)

Palm Beach County Public Safety Department/Division of Victim Services  
is seeking proposals for:

Services to Engage Men in Reducing Intimate Partner Violence in Palm Beach County  
Contracts will be issued for one (1) two (2) year period  
(October 1, 2025 to September 30, 2027).

Date issued/available for distribution: January 23, 2025

### **Eligible Proposers**

Established Agencies, eligible to operate in the state of Florida, with core programming focused on men who have perpetrated intimate partner violence; engaging men in the movement to end intimate partner violence; primary prevention or prevention of gender-based violence; racial and/or gender justice; or building healthier families and communities for at least one (1) year.

Proposer shall submit one (1) electronic copy of the complete proposal response to the Notice of Funding Opportunity (NOFO) in a PDF format by email to the Department of Public Safety/Victim Services at [WJones@pbc.gov](mailto:WJones@pbc.gov) no later than **February 20, 2025, (5:00 p.m.) local time.**

**Selection Committee Meeting:** March 4, 2025 at 10:00a.m. local time,  
4210 North Australian Ave, West Palm Beach, FL 33407 .

**SUBJECT LINE OF THE EMAIL MUST BE IDENTIFIED WITH THE  
THE TITLE: OVW NOFO FY26, Engaging Men, Reducing Intimate Partner Violence,  
PROPOSER'S AGENCY NAME**

### **CAUTION**

In order to do business with Palm Beach County vendors are required to create a Vendor Registration Account OR activate an existing Vendor Registration Account through the Purchasing Department's Vendor Self Service (VSS) system which can be accessed at [VSSPRD - Welcome to Palm Beach County's Vendor Self-Service \(VSS\) Registration System](#). As they are issued, all Amendments to solicitations will be posted under the applicable solicitation on our VSS system.

Palm Beach County shall not be responsible for the completeness of any NOFO package not downloaded from our VSS system or obtained directly from Palm Beach County.

**IN ACCORDANCE WITH THE PROVISIONS OF ADA, THIS DOCUMENT MAY BE  
REQUESTED IN AN ALTERNATE FORM. AUXILIARY AIDS OR SERVICES WILL BE  
PROVIDED UPON REQUEST WITH AT LEAST THREE (3) DAYS NOTICE.**

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**READ CAREFULLY AND COMPLY WITH ALL REQUIREMENTS**

## **SECTION I. GENERAL INFORMATION**

### **A. ISSUING OFFICE**

This notice of funding opportunity (“NOFO”) is issued by Palm Beach County, a political subdivision of the State of Florida (“County”), by and through its Public Safety Department (“Department”), on behalf of the Palm Beach County Board of County Commissioners (“Board”). The Department’s Division of Victim Services (“Victim Services”) is the SOLE point of contact concerning this NOFO. All communications regarding this NOFO must be done through Victim Services’ designated contact person (Refer to section II.C, Contact Person).

### **B. PURPOSE**

The purpose of this NOFO is to solicit proposals from qualifying agencies to provide services to *Engage Men in Reducing Intimate Partner Violence in Palm Beach County* commencing on October 1, 2025 – September 30, 2027 or until funding is exhausted.

The NOFO and all associated documents will be available on the County’s online Vendor Self-Service (VSS) Registration System and the Victim Services website at: [Public Safety - Victim Services Notice of Funding Opportunity \(NOFO\)](#). Agencies registered in VSS may sign in to access or user may choose Public Access. A hard copy of the NOFO may also be obtained without charge from Victim Services at 205 N. Dixie Highway, Suite 5.1100, West Palm Beach, Florida 33401; Monday through Friday, 8:00am to 5:00pm.

### **C. BACKGROUND**

Victim Services, in collaboration with project partners Aid to Victims of Domestic Abuse, Inc. (AVDA) and the Palm Beach County Criminal Justice Commission (CJC), was selected for a 3- year continuation grant from the U.S. Department of Justice (DOJ), Office on Violence Against Women FY 2024. Under this grant – *Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Program* – Victim Services and grant partners seek to enhance victim safety and to hold offenders accountable through a coordinated community response (CCR) to intimate partner violence (IPV).

The Office of Violence Against Women (OVW) is a component of the U.S. Department of Justice; the OVW’s grant programs are authorized by the Violence Against Women Act (VAWA) of 1994 and subsequent legislation. OVW grantee organizations are provided technical assistance via training, expertise, and problem-solving strategies to meet the challenges of addressing domestic violence, sexual assault, dating violence, and stalking. OVW grants support coordinated community responses that hold offenders accountable for the harm they cause and provide victims with services after incidence(s) of violence.

Activities supported by this program are determined by statute, federal regulations, and OVW policies. The funded project is bound by the solicitation and the DOJ Financial guide (available online: [https://www.ojp.gov/financialguide/doj/pdfs/DOJ\\_FinancialGuide.pdf](https://www.ojp.gov/financialguide/doj/pdfs/DOJ_FinancialGuide.pdf)) including updates to the guide after the award is made

## D. OPPORTUNITY OFFERED

### D.1 Service Category

#### Facilitation Services

Proposers must be willing to participate in a Training of the Trainer (TOT), provided by external consultants of Victim Services, on the curriculum selected by Victim Services. The TOT for Proposers will center on the importance and dynamics of intimate partner violence interventions, and how to execute the content of the curriculum selected by Victim Services.

Proposers will then utilize knowledge and skills gained from the TOT to implement the curriculum within their established catchment group in order to hold men accountable for intimate partner violence, and/or engage men in reducing intimate partner violence in Palm Beach County. The curriculum will examine the root causes of intimate partner violence, and examine men's use of abusive and intimidating tactics that cause harm to women, their partners, and their communities.

### D.2 Proposals and Amount of Funds Requested

The funding available for this project will be \$25,000, of which \$10,000 must be attributed to programmatic participation. The agency will be paid \$50 per participant (who successfully completes the curriculum) up to \$10,000. The remaining \$15,000 may be budgeted for overhead and operational costs as the agency sees fit. The contract will be a two (2) year contract to end of grant cycle which is September 30, 2027. Additional funding may be awarded based on availability.

Federal funding has specific terms and conditions, as well as reporting requirements, which will be part of any contract between PBC and the selected entities. If selected, Proposers must adhere to these terms and conditions. This is including, but not limited to [2 CFR §200](#) and the [DOJ Financial Guide](#). For more information, please refer to **Attachment 4**.

Proposers should request only the amounts necessary to implement the proposed service/program(s). Awards may be made in an amount less than requested. Final monetary awards will be negotiated during the contracting process with the County.

## E. QUALIFICATIONS OF PROPOSERS

### E.1 Documented experience in at least one (1) of the following areas:

- Men who have perpetrated intimate partner violence;
- Engaging men in the movement to end intimate partner violence;
- Primary prevention or prevention of gender-based violence;
- Racial or gender justice; and
- Building healthier families and communities.

**E.2** A minimum of one (1) year documented history of implementing an evidence-based curriculum, or a promising approach, that is psychoeducational, rooted in behavior change theory, and/or a therapeutic intervention model in one or more of the areas in E.1.

### **E. 3 Minimum Staff Requirements**

Proposers shall provide a minimum of two facilitators whom will engage in a “Training of the Trainers” (TOT) on the curriculum selected by Victim Services, for implementation by the agency, will implement the activities of the grant fully, and participate in subsequent evaluation activities. This may include, but is not limited to: managing enrollment of program participants; rescheduling program participants who miss class; tracking and reporting attendance to the referral source; identifying gaps; and measuring success.

### **E.4 Community Resources**

Must have knowledge of community based resources (i.e. mental health, substance abuse, homeless services, etc.), a protocol for implementing “warm” referrals (e.g. initiated by the person with the established relationship with client introducing the client to the person to whom he or she is making a referral. This can be done by phone or in person.), and one (1) year experience successfully completing referrals.

### **E.5 Monitoring and Quality Control**

If selected, Proposers agree to participate in further evaluation, conducted by the Public Safety Department – Division of Victim Services, or on behalf of the Public Safety Department – Division of Victim Services. In addition to monitoring, this may include assessment to determine program effectiveness. Accordingly, Proposers must agree to provide data pertaining to clients served during project period for OVW reporting (for example: demographics, services provided, success stories, etc.)

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## SECTION II. INSTRUCTIONS TO PROPOSERS

### A. TIMELINE

The anticipated schedule and deadline for this NOFO and approval of the Award is as follows:

Activity	Date, Time, Location
NOFO available for download from VSS website	On or about: <u>January 23, 2025</u> , at Purchasing Department’s VSS website: <a href="#">VSSPRD - Welcome to Palm Beach County’s Vendor Self-Service (VSS) Registration System</a> and Victim Services website at <a href="#">Public Safety - Victim Services Notice of Funding Opportunity (NOFO)</a>
Final Day to submit written comments/questions	At 5:00p.m. local time, on <u>February 3, 2025</u> by email to <a href="mailto:WJones@pbc.gov">WJones@pbc.gov</a>
Deadline for <b>electronic</b> submission of Proposals	At 5:00p.m. local time, on <u>February 20, 2025</u> by email to <a href="mailto:WJones@pbc.gov">WJones@pbc.gov</a>
Selection Committee Meeting	At 10:00 a.m. local time, on <u>March 4, 2025</u> , at 4210 North Australian Avenue, West Palm Beach, FL 33407
Oral Presentations , if conducted	To be determined
Award Date	March 5, 2025

**Note:** Victim Services reserves the right to alter the dates and/or times set forth above at the Department’s sole and absolute discretion.

### B. PROPOSAL SUBMISSION

1. All proposals must be submitted electronically to [WJones@pbc.gov](mailto:WJones@pbc.gov) no later than **5:00 p.m. local time on February 20, 2025.**
2. Complete the Cover sheet (attachment 1).
3. Use Times New Roman font, 12 point, double-spaced, standard 8 1/2” x 11.”
4. Submit one (1) single electronic PDF to email [WJones@pbc.gov](mailto:WJones@pbc.gov). The file shall be named: OVW NOFO FY26, Engaging Men, Reducing Intimate Partner Violence, PROPOSER’S AGENCY NAME.

### C. CONTACT PERSON

The Contact Person for this NOFO is Winter Jones, Victim Services Grant Coordinator. Her contact information is as follows:

PBC Public Safety Department  
Division of Victim Services

4210 North Australian Avenue  
West Palm Beach, FL 33407  
Email – [WJones@pbc.gov](mailto:WJones@pbc.gov)

Notwithstanding any provision of this NOFO to the contrary, including but not limited to Section II.D., “Cone of Silence,” below, proposers are advised that from the date of release of this NOFO until award of the Contract, NO contact with Department staff (other than the Contact Person) is permitted, except as authorized by the Contact Person or as otherwise authorized or contemplated by this NOFO as part of the solicitation process (e.g. submission of questions, contract negotiations, etc.). NO contact is permitted with Selection Committee members concerning this NOFO from the date of release of this NOFO until the award of the contract, except at public selection committee meeting (s).

#### **D. CONE OF SILENCE**

Proposers are advised that the “Palm Beach County Lobbyist Registration Ordinance” prohibits proposer or anyone representing the proposer from communicating with any County Commissioner County Commissioner’s staff, or any County Employee authorized to act on behalf of the Board of County Commissioners to award of the contract(s) regarding its proposal, i.e. a “Cone of Silence”.

The “Cone of Silence” is in effect from the date/time of the deadline for submission of the proposal and terminates at the time that the Board, or a County Department authorized to act on their behalf, awards or approves a contract(s), rejects all proposals, or otherwise takes action which ends the solicitation process.

Proposers may, however, contact any County Commissioner, County Commissioner’s staff, or any County Employee authorized to act on behalf of the Board to award this contract(s) via written communication, i.e., fax, e-mail or U.S. Mail.

Violations of the “Cone of Silence” are punishable by a fine of \$250.00 per violation.

#### **E. ADDITIONAL INFORMATION/AMENDMENTS**

Any questions, comments (i.e. additional information or clarifications) must be made, in writing via email, no later than 5:00 p.m. local time, on February 3, 2025, to the Contact Person (see section II.C.) above. The request must contain proposer’s name, address, phone number, and email address.

Questions should be as specific as possible, and the Department encourages participants to submit questions as early as possible.

Changes to this NOFO, when deemed necessary by the County, will be completed only by written Amendment(s) issued prior to the deadline for the submission of Proposals. Proposers should not rely on any representations, statements or explanation other than those made in this NOFO or in any Amendment to this NOFO. Where there appears to be a conflict between this NOFO and any Amendment issued, the

last Amendment issued shall prevail.

Amendments to this NOFO will be posted on Palm Beach County VSS system at: [VSSPRD - Welcome to Palm Beach County's Vendor Self-Service \(VSS\) Registration System](#) as they are issued. Proposers should register or activate an account on the VSS website listed above.

It is the sole responsibility of proposers to routinely check this website for any Amendments that may be issued prior to the deadline for electronic submission of proposals. County shall not be responsible for the completeness of any NOFO package not downloaded directly from this website.

It is the proposer's sole responsibility to assure receipt of all Amendments. The proposer should verify with the Contact Person prior to submitting a proposal, that all Amendments have been received.

## F. DISCLAIMER

All documents and information, whether written, oral or otherwise, provided by the County related to this NOFO are being provided solely as an accommodation and for informational purposes only, and the County is not making any representations or warranties of any kind as to the truth, accuracy, or completeness of such documents or information, or as to the sources thereof. The County shall have no liability whatsoever relating to such documents and information and all parties receiving the same shall not be entitled to rely on such documents and information, but shall have a duty to independently verify the accuracy of the information contained therein. Failure on the part of any proposer to examine, inspect and be completely knowledgeable of the terms and conditions of the contract, or any other relevant documents or matters, shall not relieve the selected proposer from fully complying with this NOFO.

## SECTION III. PROPOSAL GUIDELINES

- Complete the Cover Sheet **Attachment 1**.
- Submit the Proposal in the order of the Submittal Checklist **Attachment 2**.
- Use Times New Roman font, 12 point, double spaced, standard 8 ½" x 11."
- Submit one (1) single electronic PDF file to the Contact via email. The file shall be named as follows: **OVW NOFO FY26, Engaging Men, Reducing Intimate Partner Violence, PROPOSER'S AGENCY NAME**.
- Fully address the following questions and provide citations for all data sources if applicable.

### **Knowledge and Experience- questions A.1 to A.9 (90 points maximum)**

- A.1 Describe how Palm Beach County could benefit from expanding options available for holding offenders accountable for intimate partner violence in our County. Specifically, describe the benefits of exploring implementation of a new evidence-based Intimate Partner Violence Program, which focuses on examining men's use of abuse and intimidating tactics against women?



- A.2 Describe your team’s experience in creating and/or implementing curricula on primary prevention or prevention of violence, engaging men in reducing violence against women, or on engaging men who have perpetrated intimate partner violence.
- A.3 Please describe your commitment to collaborating with Victim Services and their external Consultant base.
- A.4 Provide a description of your agencies referral process and your history of completing referrals to community based resources (i.e. mental health, substance abuse, homeless services, etc.). Describe the importance of partnerships among agencies.
- A.5 Describe your team’s history of engaging with men who have perpetrated intimate partner violence and/or engaging men in reducing violence against women; include years of experience.
- A.6 Describe how you recruit for your programming, and describe the general population for which your program reaches.
- A.7 Define your agency’s history with project management, and your capacity to execute this program.
- A.8 Describe the roles, responsibilities, expertise, and experience of key program staff.
- A.9 Describe the organization’s financial capacity to contract with the county, including ability to meet insurance requirements, staffing and organizational structure (include an organizational chart).

**Budget- question B.1 (10 points maximum)**

B.1 Please complete a budget using the following template:

<b>EXPENSES:</b> Please list your anticipated expenses below.			
<b>ITEM</b>	<b>COST PER UNIT</b>	<b># OF HOURS OR UNITS</b>	<b>TOTAL COST</b>
Personnel <i>(please list each personnel)</i>			
1.			
2.			
Marketing <i>(please consider fees associated with marketing/recruitment)</i>			

Printing <i>(please consider cost associated with any printing you might have)</i>			
Supplies <i>(please indicate what supplies you anticipate using)</i>			
1.			
Participant Fee for Service	\$50.00	200	<b>(up to) \$10,000.00</b>
		<b>TOTAL</b>	<b>\$25,000.00</b>
<b>JUSTIFICATION:</b> Please justify your expenses.			

**SECTION IV. EVALUATION OF PROPOSALS**

**A. REVIEW OF PROPOSALS**

County staff will be review each proposal to determine if the proposal is responsive to the NOFO. A responsive proposal is one which has been signed and submitted by the specified electronic submission deadline and provided the information required to be submitted with the proposal. While poor formatting, poor documentation, and/or incomplete or unclear information may not be cause to reject a proposal without evaluation, such substandard submissions may adversely impact the evaluation of your proposal. Proposers who fail to comply with all required and/or desired elements of this NOFO, do so at their own risk. Proposals deemed to be non-responsive by County staff will be rejected without being evaluated by the Selection Committee. County reserves the right not to convene a Selection Committee if only one proposal is received. If the one (1) proposal received is deemed responsive, the County may elect to commence negotiations with the responsive proposer.

**B. SELECTION COMMITTEE**

The Selection Committee shall be comprised of subject matter experts from County, partner agencies, and/or committees.

**C. ORAL PRESENTATION(S)**

Proposers may be required to make oral presentations to the Selection Committee, and possibly answer questions in support of their proposal.

## **D. SELECTION CRITERIA**

The Selection Committee shall evaluate responsive proposals based on the following criteria: (1) Knowledge/Experience and (2) Budget.

1. Knowledge/Experience – (90 points maximum)
2. Budget – (10 points maximum)

## **E. RANKINGS**

The Selection Committee is tentatively scheduled to meet in a public meeting on March 4, 2025 at 10:00 a.m. local time at 4210 North Australian Avenue, West Palm Beach, FL 33407 to score each proposal by reviewing each proposal against the selection criteria. After review and discussion of all the responsive proposals, each Selection Committee member shall evaluate all responsive proposals based solely on the information submitted with the proposal. Each Selection Committee Member will score each proposal by reviewing each proposal against the selection criteria listed above, total their score per proposal, and rank the proposals from highest to lowest. After the proposals are ranked individually, the committee tabulates and determines the proposal with the highest overall score

After the Selection Committee has scored each proposal, either a finalist(s) will be ranked the highest based on the highest overall score and the Selection Committee will make its recommendation for award of contract(s) or it will be determined which proposals will be given further consideration for award and “shortlisted” to give an Oral Presentation/Demonstration.

## **F. AWARD RECOMMENDATION**

After the ranking process, the Department will post the Notice of Award Recommendation on the Public Safety Department’s Victim Services website at [Public Safety - Victim Services Notice of Funding Opportunity \(NOFO\)](#). The Selected Proposer will be notified directly of the Notice of Award Recommendation(s). After posting the Notice of Award Recommendation(s) for five (5) business days, the County may elect, on the basis of the initial proposals received, to enter into negotiations for a contract with the selected proposer. If the County elects to initiate contract negotiations, these negotiations cannot involve changes in the County’s requirements or the Proposer’s proposal, which would by their nature, affect the basis of the competition previously conducted.

Notwithstanding any provision of this NOFO to the contrary, the County, in its sole and absolute discretion, shall have the right to reject any and all, or parts of any and all, proposals; commence a new solicitation process; postpone or cancel this NOFO process; waive any non-material irregularities in this NOFO or the proposals received as a result of this NOFO; and/or cancel any recommended award. Proposers, by submitting a Proposal, expressly waive any claim of damages, of any kind whatsoever, in the event the County exercises its rights provided for in this section.

## **G. RIGHT OF PROTEST/APPEAL**

Any Proposer may protest a recommendation for award(s) by submitting a written protest to Stephanie Sejnoha, Director of the Public Safety Department, within five (5) business days of the posting of the Notice of Award Recommendation.

The protest shall be submitted in writing, shall identify the protestor and the solicitation, shall include a factual summary of the basis for the protest, and shall be addressed to the Director of the Public Safety Department, via hand-delivery, via mail to 20 S. Military Trail, West Palm Beach, FL 33415, or via email to [ssejnoha@pbcgov.org](mailto:ssejnoha@pbcgov.org) and reference in the subject line: OVW NOFO FY26, Engaging Men, Reducing Intimate Partner Violence Protest. A protest is considered filed when it is received by the Director of the Public Safety Department.

Failure to file a protest within five (5) business days of the posting of the Notice of Award Recommendation(s) shall constitute a waiver of the Proposer's right to protest.

## **H. STANDARD CONTRACT FORM**

The selected proposer will be required to execute a County's standard contract form, sample attached hereto as **Attachment 3**. The sample has been included for informational purposes and should not be returned with the proposal. The County has standard contract terms which differ from those used by the private sector and which are not subject to negotiation. Such standard terms include, without limitation, the Agency shall not be indemnified nor shall it be entitled to attorney fees or costs in the event of disputes and/or litigation concerning the contract. The Agency will agree, subject to any sovereign immunity limits as applicable, to indemnify County for any damages, losses, claims, expenses or fines incurred in relation to the contract. In addition, the County has certain minimum insurance standards with which the successful proposer must comply. Those insurance requirements are determined by the County's Risk Management Department and are outlined in **Article 10 of Attachment 3**.

## **SECTION V. TERMS AND CONDITIONS**

### **1. Adherence to Requirements**

Proposer guarantees their commitment, compliance and adherence to all requirements of the NOFO by submission of their proposal, as indicated by signature on the Cover Sheet **Attachment 1**.

### **2. Modified Proposals**

Proposers may submit a modified proposal to replace all or any portion of a previously submitted proposal until the deadline for electronic submission of proposals. Only the latest proposal submitted will be considered.

### **3. Withdrawal of Proposals**

A proposal may be withdrawn only by written notification, until the February 20, 2025, deadline set forth for electronic submission of proposals. Letters of withdrawal received after the deadline for electronic submission of proposals specified in the NOFO Timeline (see section II). The County will only consider the latest proposal submitted.

### **4. Late Proposals, Late Modified Proposals**

Proposals and/or modified proposals uploaded after 5:00 p.m. ET on the Electronic Submission Deadline Date are late and shall not be considered.

**5. Postponement/Cancellation**

Notwithstanding any provision of this NOFO to the contrary, the County, in its sole and absolute discretion, shall have the right to reject any and all, or parts of any and all proposals, re-advertise this NOFO, postpone or cancel this NOFO process; and/or waive any non-material irregularities in this NOFO or the proposals received as a result of this NOFO. In addition, the Board may reject any proposal prior to award. Proposers, by submitting its proposal, expressly waive any claim of damages, of any kind whatsoever, in the event the County exercises its rights provided for in this subsection.

**6. Costs Incurred by Proposers**

All expenses incurred with the preparation and submission of proposals to the County, or any work performed in connection therewith, shall be borne by the Proposer. No payment will be made for proposals received, or for any other effort required of or made by the Proposers, prior to commencement of work as defined by a contract approved by the Board.

**7. Proprietary/Confidential Information**

Proposers are hereby notified that all information submitted as part of, or in support of, proposals will be available for public inspection after opening of proposals, in compliance with Chapters 119 and 286, Florida Statutes, popularly known as the “Public Records Law” and the “Government in the Sunshine Law” respectively.

**8. Access and Audits; Office of Inspector General**

The Agency shall maintain adequate records to justify all charges, expenses, and costs incurred in estimating and performing the work for at least five (5) years after completion or termination of this Contract. The County shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours, at the Agency’s place of business.

Palm Beach County has established the Office of the Inspector General in Palm Beach County Code, Section 2-421 - 2-440, as may be amended. The Inspector General’s authority includes but is not limited to the power to review past, present and proposed County contracts, transactions, accounts and records, to require the production of records, and to audit, investigate, monitor, and inspect the activities of the selected Respondent, its officers, agents, employees, and lobbyists in order to ensure compliance with contract requirements and detect corruption and fraud. Failure to cooperate with the Inspector General or interfering with or impeding any investigation shall be in violation of Palm Beach County Code, Section 2-421 - 2-440, and punished pursuant to Section 125.69, Florida Statutes, in the same manner as a second degree misdemeanor.

**9. Commencement of Work**

The County’s obligation will commence when the contract is approved by the Board or their designee, and upon written notice to the Proposer. The County may set a different starting date for the contract. County will not be responsible for any work done by the Proposer, even work done in good faith, if it occurs prior to the contract start date set by the County. The contract will be in substantially similar to sample standard contract attached hereto as **Attachment 3**.

**10. Non-Discrimination**

The County is committed to assuring equal opportunity in the award of contracts and complies with all laws prohibiting discrimination. Pursuant to PBC Resolution R2017-1770, as may be amended, the Proposer warrants and represents that throughout the term of the Contract, including any renewals thereof, if applicable, all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, familial status, sexual orientation, gender identity or expression, or genetic information. Failure to meet this requirement shall be considered default of the Contract.

**11. Prohibition Against Considering Social, Political or Ideological Interests In Government Contracting -- F.S. 287.05701**

Respondents are hereby notified of the provisions of section 287.05701, Florida Statutes, as amended, that the County will not request documentation of or consider a Respondent's social, political, or ideological interests when determining if the Respondent is a responsible Respondent. Respondents are further notified that the County's governing body may not give preference to a Respondent based on the Respondent's social, political, or ideological interests.

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## **SECTION VI. ATTACHMENTS**

**ATTACHMENT 1  
Cover Sheet**

Legal Name of Agency	
Fictitious Name, (d/b/a), if applicable	
Mailing address	
Contact person	
Contact's Email address	
Contact's Phone number	
Name/Title of Person(s) Authorized to Legally Bind Agency (sign contract)	
Program/Agency title	
Specific target population	
Program/Agency status (existing or new program/Agency)	
Program/Agency start date (if a new program/Agency)	
Amount of funding request from Palm Beach	
Names of additional external agencies to be used to coordinate services, if applicable	
<p><b>Overview</b> (three (3) sentence overview of the program – this must be short and concise, and will be used to communicate the purpose of programs and services to the Board of County Commissioners and various publications):</p>	

By: _____ Signature	_____ Printed name
_____ Title	_____ Date



**ATTACHMENT 2  
Submittal Checklist**

PROPOSER'S INITIALS			VICTIM SERVICES STAFF USE ONLY (Initial here)
	1	Prepared one (1) single electronic PDF format file, verified to include all attachments, emailed to the contact person in Section II. C. The file shall be named as follows: <b>OVW NOFO FY26, Engaging Men, Reducing Intimate Partner Violence, PROPOSER'S AGENCY NAME</b>	
	2	Provided completed Cover Sheet, <b>Attachment 1</b> <ul style="list-style-type: none"> <li>• All information provided</li> <li>• Signed</li> </ul>	
	3	Provided completed Submittal Checklist, <b>Attachment 2</b>	
	4	Reviewed Sample Standard Contract form <b>Attachment 3</b> <ul style="list-style-type: none"> <li>• For reference only, do NOT sign or include in Proposal</li> </ul>	

**\*Note:** Submittal Checklist should be initialed on each line to verify all components are submitted by Proposer.