



Palm Beach County Board of County Commissioners
Community Services Department Community Action Program
Helping People Build Better Communities!

GY19 CAP Request for Proposals Questions & Answers

1. Do current CAP vendors need to reapply?

- Yes, if you are interested in continuing to provide services to clients.

2. Should current CAP vendors reapply for additional funding through the RFP?

- Yes.

3. Where do I go to download cover page and scope of work template?

- All proposals with Cover Page and Scope of Work templates are available and submitted at the following link: <https://pbcc.samis.io/go/nof/>.

4. I was working on my proposal entry and the system went down. What do I need to do on my end to regain access?

- To regain access you must log back in and click on continue application or start a new application.

5. Can cost reimbursement be submitted in the proposal?

- All proposals submitted must include Unit Cost Service Description and Unit Cost Services.

6. What can the Unit Cost of Service amount be?

- All proposals submitted must include Unit Cost of Service and include clear and accurate formulas used to arrive at the Unit Cost of Services.

7. Can there be multiple unit costs of service? Will each training have a different fee?

- Yes, all proposals submitted must include both Unit Cost of Service and Unit Cost Service Description and include clear and accurate calculation for formulas used to arrive at the Unit Cost of Service for each service category.
- All proposals submitted must include both Unit Cost of Service and Unit Cost Service description for each service category for which the proposal is being submitted.