



Discover the Palm Beaches, the Best of Everything

For immediate release:
Contact:

June 20, 2025
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Palm Beach County Community Services Department Accepting Notice of Funding Opportunity Applications

The Palm Beach County Community Services Department (CSD) Community Action Program (CAP) is seeking qualified private nonprofits, 501(c)(3) corporations, that are duly chartered and registered with the Florida Department of State, Division of Corporations, to provide residents with employment and vocational training services. Contractors may be prequalified in one or more categories. Proposed Economic Stability/Mobility Category programs and services should address strategies and best practices that demonstrate positive change toward the department's goal of stabilizing clients in crisis and moving them along the self-sufficiency continuum toward upward mobility.

The CAP's mission is to remove barriers and create opportunities for low-income individuals and families to enable them to become more self-sufficient. CSD is soliciting vocational and employment training services that will increase the ability to obtain employment. The training services include the following:

Vocational/Employment Training: security (Class D and G), home health aide, patient care technician, entrepreneurship, child care, food preparation, massage therapy, facials specialist (esthetician), cosmetology/barbering, nail technician, commercial driver's license, HVAC/R, electrician, welding, forklift operator, plumbing, automotive and/or diesel system technician, manufacturer, data analytics, certified nursing assistant, dental assistant, phlebotomy, network security, veterinary technician, EMT/paramedic, drone operation, culinary arts training

Skill Set Building: English as a Second Language (ESOL), General Education Diploma (GED), Microsoft office/computer, work readiness, financial management and budgeting

Applicant Requirements:

- All applicants must be chartered or registered with the Florida Department of State, have been incorporated for at least one agency fiscal year and have provided services for at least six months.
- All applicants must hold current and valid 501(c)(3) status as determined by the Internal Revenue Service.
- The county will not fund programs where a certification/license is required to be able to work, unless the program assists the client in obtaining the certification/license.
- All applicants must provide the scope of work, evaluation/measurement tool sample (example pre/post-test) and total agency budget.

- All applicants must demonstrate accountability through the submission of financial audits performed by an independent auditor.

Incomplete or missing required information shall result in automatic disqualification of proposal.

The Information Guide and FAQ can be viewed here:

<https://discover.pbcgov.org/communityservices/communityaction/Pages/Request-for-Proposals.aspx>

The deadline to submit a proposal is noon, July 1, 2025. The Technical Assistance Conference will be held virtually on Friday, June 20, 2025.

For more information or to create a vendor account, please visit:

<https://pbcvssp.co.palm-beach.fl.us/webapp/vssp/AltSelfService>

For questions or more information pertaining to the notice of funding or the Palm Beach County CSD Financially Assisted Agencies, please email: CSD-FAARFP@PBC.GOV.