

**FY 2026 – 2028 Opioid Settlement Funds  
and  
Financially Assisted Agencies  
Behavioral Health & Substance Use Disorder NOFO**

**SAMIS Technical Assistance Presentation**

# Completing the FAA Behavioral Health NOFO

pbcc.samis.io/go/nofo/

Enter link (<https://pbcc.samis.io/go/nofo/>) to access NOFO proposal page

ESG FY 2022 NOFO

*Please note there may be other applications on the page so be sure to select the correct application: **FY 2026-2028 Opioid Settlement Funds (OSF) and Financially Assisted Agencies (FAA) Behavioral Health and Substance Abuse Disorder Application NOFO***

Open Date

3/8/2021

Application Deadline

4/12/2021

Start New Application or Continue a Previous Application

FY 2026 - 2028 Opioid Settlement Funds (OSF) and Financially Assisted Agencies (FAA)  
Behavioral Health and Substance Use Disorder

Open Date

3/29/2021

Application Deadline

4/26/2021

Start New Application or Continue a Previous Application

Click on "Start New Application" to begin a new application or to continue work on an application already started

# Completing the FAA Behavioral Health NOFO

Existing User

Email \*

Password \*

Log In

New User

First Name \*

Last Name \*

Email \*

Register

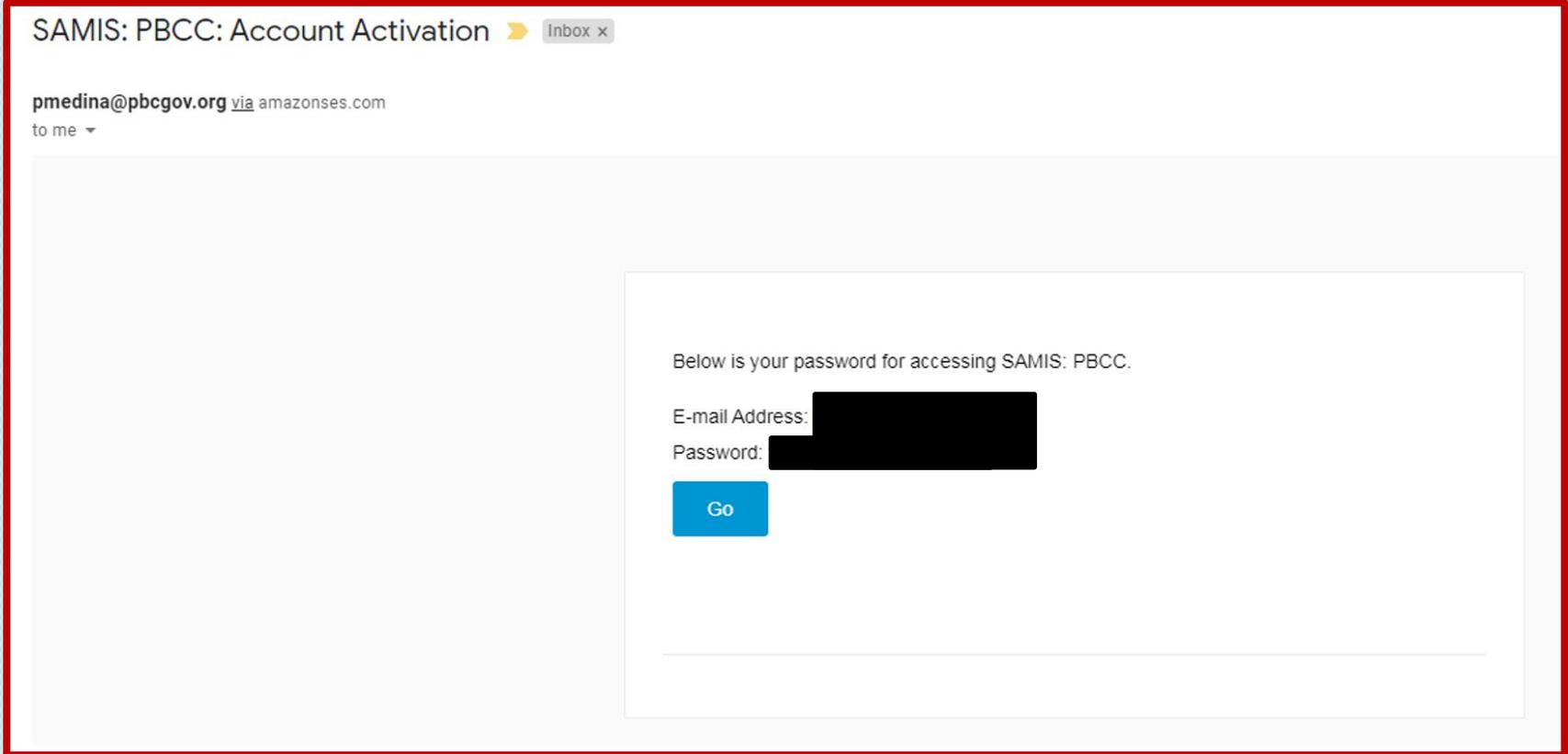
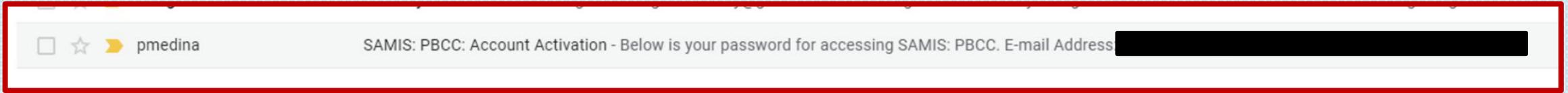
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**If previously submitted an application through SAMIS, you will use the email and password you created to log in under “Existing User.”**

**If you are a brand new SAMIS user, you will type in your first name, last name and email under “New User” to begin the process for creating an account. By creating an account, you will be able to return to an application you have started and apply for future grants using your previously created account.**

# Completing the FAA Behavioral Health NOFO

For new users, you will receive an email with subject line:  
**SAMIS: PBCC: Account Activation**



This email will contain your password to sign into SAMIS to complete the application



# Completing the FAA Behavioral Health NOFO

Before using this site, you must agree to the terms and conditions of use.

## Terms of Use - 1/18/2011 - Version 2.0

BY CLICKING A BOX OR PRESSING A BUTTON INDICATING YOUR ACCEPTANCE YOU AGREE TO THESE TERMS OF USE. IF YOU ARE USING THIS WEB SITE ON BEHALF OF A COMPANY OR OTHER LEGAL ENTITY, YOU REPRESENT THAT YOU HAVE THE AUTHORITY TO BIND SUCH ENTITY TO THESE TERMS OF USE, IN WHICH CASE THE TERMS "YOU" OR "YOUR" SHALL REFER TO SUCH ENTITY AND ITS AFFILIATES. IF YOU DO NOT HAVE SUCH AUTHORITY, OR IF YOU DO NOT UNDERSTAND AND AGREE WITH THESE TERMS OF USE, YOU SHOULD SEEK LEGAL COUNSEL, NOT ACCEPT THE TERMS OF USE, AND NOT USE THE SERVICES.

### Definitions

"Affiliate" means, with respect to a party, any entity which directly or indirectly controls, is controlled by, or is under common control with such party.

"Assessment" means this Terms of Use

I Agree

I Do Not Agree

You will be asked to accept the terms of use for SAMIS...

## Reset Password

Your password has either expired or is a temporary one. Please enter a new password below to access the system.

Change Password

New Password \*

Confirm Password \*

Change My Password

...and to change your password

# Completing the FAA Behavioral Health NOFO

| ID                      | Status | Agency Name  | NOFO/RFP | Due Date | Time Remaining |
|-------------------------|--------|--|----------|----------|----------------|
| Proposals               |        |  |          |          |                |
| NOFO Invitation Code    |        | BHSUD2026  |          |          |                |
| Federal ID              |        |  |          |          |                |
| Agency Name             |        |  |          |          |                |
| Doing Business As (DBA) |        | Please indicate name(s) by which agency is known or does business. |          |          |                |
| Address                 |        |  |          |          |                |
| Address                 |        |  |          |          |                |
| City                    |        |  |          |          |                |
| State                   |        |  |          |          |                |

SECTION

0%

- Proposals
- General Contact Information
- FAA FY2022 Behavioral Health Application

AWARD Edit

|                    |                |
|--------------------|----------------|
| Allocation Amount: | \$5,806,415.00 |
| Available Amount:  | \$5,806,415.00 |

The application will appear once user has signed in.

This NOFO requires an invitation code or password: **BHSUD2026**

Please insert this password at beginning of the application.

This allows the user to navigate the application, and to return to the application for completion.

# Completing the FAA Behavioral Health NOFO

A valid Federal ID will populate the applicant's agency name and address.

Check the NOFO/RFP field to confirm you are in the correct application

Proposals

NOFO Invitation Code BHSUD2026

Federal ID

Agency Name

Doing Business As (DBA) Please indicate name(s) by which agency is known or does business.

Address

Address

City

State

Zip Code

NOFO/RFP FY 2026 - 2028 Opioid Settlement Funds (OSF) and Financially Assisted Agencies (FAA) Behavioral Health and Substance Use Disorder

Additional Editors

Program Name

FAA Required FY 2022 Cover Sheet [Click HERE](#) to download the REQUIRED FY 2022 Cover Sheet Template. Please upload once you have completely filled it out.

SECTION

0%

- Proposals
- General Contact Information
- FAA FY2022 Behavioral Health Application

AWARD Edit

|                       |                |
|-----------------------|----------------|
| Allocation Amount:    | \$5,806,415.00 |
| Available Amount:     | \$5,806,415.00 |
| Amount Applied:       |                |
| Amount Recommended:   |                |
| Amount Awarded:       |                |
| Division:             |                |
| Prior Contract Award: |                |
| Prior Program Award:  |                |

Use this status panel to track your application's progress. A green "✓" (checkmark) means the section is completed. A red "X" means the section is not completed.

# Completing the FAA Behavioral Health NOFO

Throughout the application, an “\*” (asterisk) next to an item indicates that the field is required.

To add another reviewer/editor to the application, go to the “Additional Editors” field in the first section of the application (first page)

Proposals

NOFO Invitation Code \* BHSUD2026

Federal ID \*

Agency Name \*

Doing Business As (DBA) \* Please indicate name(s) by which agency is known or does business.

Address

Address

City

State Select State

Zip Code

NOFO/RFP \* FY 2026 - 2028 Opioid Settlement Funds (OSF) and Financially Assisted Agencies (FAA) Behavioral Health and Substance Use Disorder

Additional Editors

Program Name \*

# Completing the FAA Behavioral Health NOFO

You can select up to two (2) additional editors. Each additional editor must have already registered on the SAMIS system.

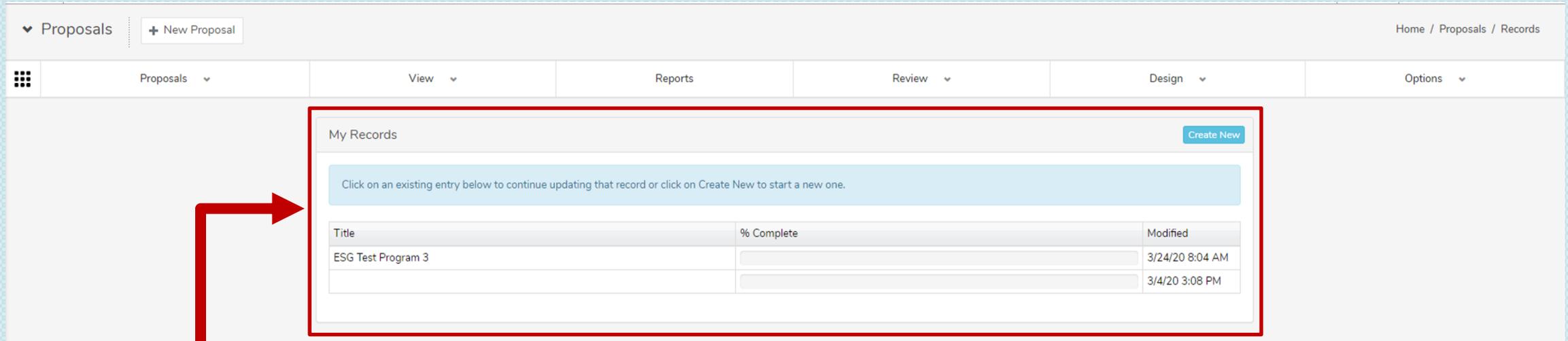
Click on the drop-down box to type in the name of the additional reviewer/editor



|                                    |   |
|------------------------------------|---|
| Federal ID *                       | <input type="text"/>  |
| Agency Name *                      | <input type="text"/>  |
| Doing Business As (DBA) *          | Please indicate name(s) by which agency is known or does business.<br><input type="text"/>  |
| Address                            | <input type="text"/>  |
| Address                            | <input type="text"/>  |
| City                               | <input type="text"/>  |
| State                              | Select State <input type="text"/>   |
| Zip Code                           | <input type="text"/>  |
| NOFO/RFP *                         | FY 2026 - 2028 Opioid Settlement Funds (OSF) and Financially Assisted Agencies (FAA) Behavioral Health and Substance Use Disorder       |
| Additional Editors                 | <input type="text" value="Type name here"/>   |
| Program Name *                     | <input type="text" value="No results found"/>   |
| FAA Required FY 2022 Cover Sheet * | Click <a href="#">HERE</a> to download the REQUIRED FY 2022 Cover Sheet Template. Please upload once you have completely filled it out. |

|   |  |
|---|--|
| ✗ | General Contact Information                        |
| ✗ | I. Homelessness Project Narrative (25 Points)      |
| ✗ | II. Evaluation Approach (15 Points)                |
| ✗ | III. Prior Outcomes and Response to Community Data |
| ✗ | IV. Data Management (10 Points)                    |
| ✗ | V. Partnerships, Resources and Collaboration       |
| ✗ | VI. Budget (20 pts)                                |
| ✗ | VII. Scope of Work (No Points)                     |

# Completing the FAA Behavioral Health NOFO



The screenshot shows a web application interface with a navigation bar at the top. The main content area is titled 'My Records' and contains a table with the following data:

| Title              | % Complete           | Modified        |
|--------------------|----------------------|-----------------|
| ESG Test Program 3 | <input type="text"/> | 3/24/20 8:04 AM |
|                    | <input type="text"/> | 3/4/20 3:08 PM  |

A red arrow points from the text below to the table.

**The application will then appear in the additional reviewer's list of applications.**

# Completing the FAA Behavioral Health NOFO

Throughout the application, there will be several documents that you will be required to download, complete, and re-upload to the application.

Click on the link to preview and download the document. Re-upload the document in the suggested document formats and with the naming convention indicated.



|  |  |
|--|--|
| <b>FAA Required FY 2026-2028 Cover Sheet *</b> | Click <a href="#">HERE</a> to download the REQUIRED FY 2026-2028 Cover Sheet Template. Please upload once you have completely filled it out. <ul style="list-style-type: none"><li>• Please upload your document in the same format as the template: .doc OR .docx</li><li>• Please name your document as such: (Agency Name or Initials)Coversheet_FY26.doc OR (Agency Name or Initials) Coversheet_FY26.docx</li></ul> |
| <b>NOFO Information Document</b>               | Click <a href="#">HERE</a> to download the FY 2026-2028 FAA Economic Stability/Mobility NOFO Guidance document for reference throughout the application.   |



Download the FY 2026-2028 FAA Economic Stability/Mobility NOFO Guidance Document for details on the program and reference throughout the application.

# Completing the FAA Behavioral Health NOFO

FY2022\_REQUIRED\_COVER\_SHEET.DOC  
Posted 3/16/21 by Gillian Moxey

Back **Download File**

**REQUIRED COVER SHEET**



**PALM BEACH COUNTY  
DEPARTMENT OF COMMUNITY SERVICES  
FINANCIALLY ASSISTED AGENCIES FY 2022**

**PLEASE RESPOND TO ALL QUESTIONS LISTED BELOW:**  
*(NOTE: This form is formatted using MS Word, Cambria, and 10pt font)*

| QUESTIONS:  | AGENCY RESPONSES: |
|---|-------------------|
| NAME OF AGENCY:   |                   |
| SERVICE CATEGORY (Identify the service category for which the proposal is being submitted): |                   |
| PROGRAM TITLE:  |                   |
| PRIORITY POPULATION (include the unduplicated number to be served annually):                |                   |
| GEOGRAPHIC AREA TO BE SERVED:   |                   |
| COMMISSION DISTRICT(S) TO BE SERVED:  |                   |
| PROGRAM STATUS (existing or new program):   |                   |
| PROGRAM START DATE (if new program):  |                   |
| TOTAL PROGRAM BUDGET:   | \$                |
| AMOUNT OF FUNDING REQUEST (how much you are requesting in the proposal):                    | \$                |
| UNIT COST SERVICE DESCRIPTION:  |                   |
| UNIT COST OF SERVICE:   |                   |
| IDENTIFY IF AGENCY IS CURRENTLY CERTIFIED BY NONPROFITS FIRST: (Yes or No)                  |                   |

Click here to download the previewed document, then click 'Back' to return to the application

# Completing the FAA Behavioral Health NOFO

At the bottom of each section of the application, you will find this checkbox and accompanying text “Mark this Section Completed”.

Check the box only after you have completed the section.

You can move between sections if this box is unchecked. The application will default to a checked box.

All boxes at the end of each section will need to be checked in order to submit the application.

OSF Required FY 2026-2028  
Cover Sheet \* Click [HERE](#) to download the REQUIRED OSF FY 2026-2028 Cover Sheet Template. (See Attachment 7). Please upload once you have completely filled it out.

- Please upload your document in the same format as the template: .doc OR .docx
- Please name your document as such: *(Agency Name or Initials)CoversheetFY26*

Choose File

NOFO Information Document \* Click [HERE](#) to download a copy of the FY 2026-2028 OSF Behavioral Health, Substance Use and Co-Occurring Disorders NOFO Guidance document for reference throughout the application.

MARK THIS SECTION COMPLETED

Next Save & Continue Later

The “Next” button at the end of each section will take you to the next section of the application.

The “Back” button will take you to the previous section.

The “Save & Continue Later” button at the end of each section will take you to the application preview/ summary page.

You will be able to save your application there and return to complete the application at a later time.

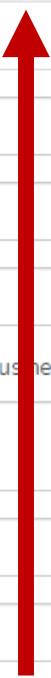
# Completing the FAA Behavioral Health NOFO

| 1382                      | Pending  | FY 2026 - 2028 Opioid Settlement Funds (OSF) and Financially Assisted Agencies (FAA)<br>Behavioral Health and Substance Use Disorder |          | 4/26/2021 12:00 PM | 26 days 20:36:49 |
|---------------------------|--|--|----------|--------------------|------------------|
| ID                        | Status   | Agency Name  | NOFO/RFP | Due Date           | Time Remaining   |
| Proposals                 |  |  |          |                    |                  |
| NOFO Invitation Code *    | <input type="text" value="BHSUD2026"/>                             |  |          |                    |                  |
| Federal ID *              | <input type="text"/>   |  |          |                    |                  |
| Agency Name *             | <input type="text"/>   |  |          |                    |                  |
| Doing Business As (DBA) * | Please indicate name(s) by which agency is known or does business. |  |          |                    |                  |
|                           | <input type="text"/>   |  |          |                    |                  |
| Address                   | <input type="text"/>   |  |          |                    |                  |
| Address                   | <input type="text"/>   |  |          |                    |                  |

SECTIONS

0%

- \* Proposals
- ✗ General Contact Information
- ✗ FAA FY2022 Behavioral Health Application



After you have completed the first section of the application, you will see this status bar at the top of each application section which will include your agency name, the name of the proposal, and a countdown to the application deadline date.

# Completing the FAA Behavioral Health NOFO

Once you have pressed “Save and Continue Later,” you will be taken to the summary page, which will show all the sections of the application, as well as the status panel and all the documents you have uploaded.

The screenshot displays the FAA Behavioral Health NOFO application summary page. At the top, a navigation bar includes a 'Modify' button, which is highlighted with a red box and a red arrow. Below the navigation bar, the application details are shown: ID 1568, Status Pending, Agency Name FY 2026 - 2028 Opioid Settlement Funds (OSF) and Financially Assisted Agencies (FAA) Behavioral Health and Substance Use Disorder, Due Date 4/20/2021 12:00 PM, and Time Remaining 27 days 20:08:55.

| ID   | Status  | Agency Name   | NOFO/RFP | Due Date           | Time Remaining   |
|------|---------|---|----------|--------------------|------------------|
| 1568 | Pending | FY 2026 - 2028 Opioid Settlement Funds (OSF) and Financially Assisted Agencies (FAA) Behavioral Health and Substance Use Disorder |          | 4/20/2021 12:00 PM | 27 days 20:08:55 |

The main content area is divided into two sections. On the left, a 'Proposals' section lists various fields for completion, including NOFO Invitation Code (BHSUD2026), Federal ID, Agency Name, Doing Business As (DBA), Address, City, State, Zip Code, NOFO/RFP, Additional Editors, Program Name, and FAA Required FY 2022 Cover Sheet. On the right, a 'SECTION' progress bar shows 0% completion for all sections, each marked with a red 'X':

- Proposals
- General Contact Information
- I. Homelessness Project Narrative (25 Points)
- II. Evaluation Approach (15 Points)
- III. Prior Outcomes and Response to Community Data
- IV. Data Management (10 Points)
- V. Partnerships, Resources and Collaboration
- VI. Budget (20 pts)
- VII. Scope of Work (No Points)

At the bottom right, a 'FILES' section lists two uploaded documents:

- FY20222024FAAHomelessNOFOGuidance031821.pdf (Uploaded On 3/23/2021 03:50 PM By Stessy Cocerez)
- FY2022RequiredCoverSheet.doc (Uploaded On 3/23/2021 03:50 PM By Stessy Cocerez)

If the user missed marking a section completed or to make changes and updates, the user will have the opportunity to return to the application by clicking the “Modify” button, then press “Next” until you reach the section you need to mark completed or to update.

Click on the “Save and Continue Later” button to return to the summary page.

# Completing the FAA Behavioral Health NOFO

On the summary page, you will have one more opportunity to review your completed application before you submit.

Click on the “Submit” button to submit your application.

**Note:**  
Be sure the application is complete and have the most updated information because changes cannot be made to the application once it has been submitted

When you are done editing, click the Submit button above to complete your entry.

| ID   | Status  | Agency Name                           | NOFO/RFP  | Due Date           | Time Remaining |
|------|---------|---------------------------------------|---|--------------------|----------------|
| 1368 | Pending | FOUNDATION OF PALM BEACH COUNTY, INC. | FY 2026 - 2028 Opioid Settlement Funds (OSF) and Financially Assisted Agencies (FAA) Behavioral Health and Substance Use Disorder | 4/20/2021 12:00 PM | 27 days 2      |

NOFO Invitation Code: home2022

SECTION: 100%

| ID   | Status    | Agency Name |
|------|-----------|-------------|
| 1172 | Submitted |             |

When submitted, the application will display a black “Submitted” box on the status bar.

# Completing the FAA Behavioral Health NOFO

TEST

When you are done editing, click the Submit button above to complete your entry.

|      |         |                                       |  |                    |                  |
|------|---------|---------------------------------------|--|--------------------|------------------|
| 1368 | Pending | FOUNDATION OF PALM BEACH COUNTY, INC. | FAA FY 2022-24 Homelessness Application NOFO | 4/20/2021 12:00 PM | 27 days 20:01:36 |
|------|---------|---------------------------------------|--|--------------------|------------------|

| ID | Status | Agency Name | NOFO/RFP | Date | Time Remaining |
|----|--------|-------------|----------|------|----------------|
|----|--------|-------------|----------|------|----------------|

Proposals

**NOFO Invitation Code**  
home2022  
**Federal ID**

**Agency Name**  
FOUNDATION OF PALM BEACH COUNTY, INC.  
**Doing Business As (DBA)**  
Please indicate name(s) by which you are known to do business.  
N/A  
**Address**

**Address**  
City  
West Palm Beach  
FL  
**Zip Code**  
33407  
**NOFO/RFP**  
FAA FY 2022-24 Homelessness Application NOFO  
**Additional Editors**

**Program Name**  
Test  
**FAA Required FY 2022 Cover Sheet**

Click [HERE](#) to download the REQUIRED FY 2022 Cover Sheet Template. Please upload once you have

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« < 1 of 11 > »

**Print** 11 sheets of paper

**Destination**  
CSD-ADMIN-DAT-TOSH...

**Copies**  
1

**Orientation**  
Portrait Landscape

**Pages**  
All

**Color mode**  
Black and white

**Fewer settings**

**Paper size**  
Letter (8 1/2 x 11")

**Scale**  
 Fit to page width  
 Scale 100

**Pages per sheet**  
1

**Margins**  
Custom (inches)  
Top: 0.50 0.50  
Bottom: 0.3 0.3  
Left: 0.3 0.3  
Right: 0.3 0.3

Print Cancel

You can print your application for your record by using your browser's system options or by right-clicking your computer mouse and selecting "Print".

# Information

All questions must be emailed to:

**[CSD-FAARFP@PBC.GOV](mailto:CSD-FAARFP@PBC.GOV)**

All questions and answers will be posted on the FAA website:

**[http://discover.pbcgov.org/communityservices/financiallyassisted/  
Pages/default.aspx](http://discover.pbcgov.org/communityservices/financiallyassisted/Pages/default.aspx)**

All proposals must be submitted electronically to:

**<https://pbcc.samis.io/go/nofo>**

by

**Monday, April 7, 2025  
before 12:00PM – NOON**