



City of Cottonwood, Arizona

NOTICE OF FORMAL SOLICITATION

SOLICITATION TYPE:
COMMODITY/SERVICE SOUGHT:
SOLICITATION NO.:
PROPOSAL DUE DATE AND TIME:
LOCATION:

REQUEST FOR PROPOSALS
FY 19 Building Community Grant Program
FY18-AS-01
March 30th, 2018 at 10:00 a.m. local Arizona time
City of Cottonwood
Administrative Services Department
Purchasing Division
816 N. Main Street
Cottonwood, AZ 86326

The City of Cottonwood is accepting applications for the Building Community Grant Program. The City of Cottonwood receives many requests for financial contributions from a variety of organizations and programs that serve Cottonwood and the Verde Valley. The purpose of the Building Community Grant Program is to provide a structured application process for organizations providing local services or programs to apply for grant funding from the City of Cottonwood.

Documents are available electronically by contacting the Purchasing Division at jcook@cottonwoodaz.gov, or hard copies can be picked up at the City of Cottonwood, Administrative Services Department located at 816 N Main Street, Cottonwood, AZ 86326.

Applications for the commodity or service specified will be received by the Purchasing Division, City of Cottonwood, 816 N. Main Street, Cottonwood, Arizona 86326, until the time and date cited above. Applications received by the correct time and date will be forwarded to a review committee.

Applications must be in the actual possession of the Purchasing Division Office and stamped by a member of the Administrative Services staff on or prior to the exact time and date indicated above. **Late submittals or unsigned submittals will not be considered under any circumstances.**

Applications must be submitted in a sealed envelope with the Solicitation Name and Number and the Offeror's name and address clearly indicated on the envelope. All offers must be completed in ink or typewritten. Additional instructions for preparing your application are provided in the application documents.

Publish Date: Verde Independent – Sunday March 4th, 2018 and Sunday March 11th, 2018

PUBLISHERS AFFIDAVIT REQUIRED