

DRAFT

Grant Writing Services Request for Proposal

Experience

The Tuscola County Board of Commissioners is accepting proposals for county grant writing services. The county is seeking an experienced, proven grant writer that can successfully prepare and administer federal, state and foundation grants.

Compensation

The method of compensation shall be as follows:

- Compensation for grant writing services will only be paid by the county if the grant application is approved and received
- If the grant provides for grant writer payment from grant proceeds, a maximum of 3% of the administration fee may be awarded
- If the grant does not provide for grant writer payment from grant proceeds, the grant writer and county will negotiate the amount of compensation on a grant by grant basis not to exceed 3%
- The grant writer may assist with certain aspects of on-going grant administration

Disclaimer

"Tuscola County reserves the right at its sole discretion to reject any and all proposals received without penalty and not to enter a contract as a result of this RFP. The County also reserves the right to negotiate separately with any source whatsoever in any manner necessary to attend to the best interests of the County, to waive irregularities in any proposal and to accept a proposal which best meets the needs of the County, irrespective of the bid price.

By submitting a proposal, the bidder is acknowledging that there will be no contractual relationship between Tuscola County and the bidder until both parties have formally approved and signed a written contract to be developed by Tuscola County legal counsel.

The County reserves the right to make an award without further discussion of any proposal submitted. Therefore, the proposal should be submitted initially on the most favorable terms that are proposed. There will be no best and final offer procedure. The County does reserve the right to contact the party who submitted a proposal."

Deadline

Proposals shall be submitted by Friday, June 18, 2010 at 4:30 P.M. The proposal shall be submitted by regular mail to the attention of Michael R. Hoagland, Tuscola County Controller/Administrator at 207 E. Grant Street Caro, MI 48723, emailed to mhoagland@tuscolacounty.org, or faxed to 989-672-4011.

Thank you for your interest in Tuscola County.