

## **NOTICE OF REQUEST FOR PROPOSAL**

Albany County, Wyoming (“County”) is currently requesting proposals from qualified individuals and firms to serve as the County Grant Writer and provide professional grant writing services as an independent contractor. These services shall be provided on an as needed basis as authorized by the County or its designee.

Proposer shall have demonstrated expertise and experience in locating grant sources, writing federal government, state government, and private foundation grant proposals, and managing grant applications. The selected individual or firm will work closely with the County Elected Officials and numerous County Departments.

The County will accept proposals until 3:00 PM., Local Time, on November 2, 2021. The proposal shall be uploaded through the County’s QuestCDN Portal at <https://www.co.albany.wy.us/476/Public-Bid> prior to the above stated date and time, after which bids will be opened publicly and read aloud via Zoom. The public may attend the bid opening via Zoom. Information on how to access the event via Zoom will be posted on the County’s website.

The complete Request for Proposal may be obtained from the County’s QuestCDN Portal on or after October 5, 2021. Proposers may submit written questions seeking clarification on this RFP via the County’s QuestCDN Portal.

Publication Dates: October 9, 2021