

Request for Proposals  
CDBG Grant Administration Services  
RFP # 2-2016CDBG

The City of Sopchoppy, Florida has been awarded a CDBG grant and is requesting proposals from qualified individuals or firms to provide grant administration services for the FFY 2016 Small Cities Community Development Block Grant (CDBG) program, neighborhood revitalization category. Interested parties should send a FAX to the City of Sopchoppy at Fax Number (850) 962-3429 (attention: Ashley Schilling, City Clerk) to request a detailed copy of the RFP. Sealed proposals **must be received by 9:00 A.M. on Monday, November 6, 2017**. One original and five copies of the sealed proposal shall be mailed to P.O. Box 1219 or delivered to the City of Sopchoppy at 105 Municipal Avenue, Sopchoppy, FL 32358.

Proposals will be opened and evaluated at a time convenient to the City.

An original and five (5) copies of the proposal shall be placed in a sealed envelope, marked "RFP# 2-2016CDBG – CDBG Grant Administration Services", and delivered to the City by the time, date listed above.

**Fair Housing/Equal Opportunity Employer**