



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **RFQ Contract Negotiation Approval**

Board Meeting Date: **July 14, 2026**

Prepared By: **Anna Stanley – Parks & Recreation Director**

Overview: The Town received two proposals in response to the RFQ for grant writing services to support applications for the Land and Water Conservation Fund and the Parks and Recreation Trust Fund grant programs.

Both proposals were reviewed by the Town Manager, Finance Director, Parks and Recreation Director, and the Parks and Recreation Advisory Board. Based on their review, all recommended selecting WithersRavenel to provide grant writing services for the LWCF and PARTF grant applications.

Background Attachment(s): WithersRavenel RFQ Submission

Recommended Action: Approve or deny authorization for the Town to enter into contract negotiations with WithersRavenel for grant consulting services.

Action: _____
