



REQUEST FOR PROPOSALS - COMMUNITY CAPITAL PROJECTS

FY2020 Sales Tax Projects Proposal Format and Guidelines

Proposal Deadline is October 31, 2019

Effective September 1, 2019, not-for-profit 501(c)(3) organizations and governmental agencies are invited to submit proposals for funding of capital projects with a life expectancy of five years or greater. Projects may include new construction as well as renovations/additions and must be completed between 2021 and 2027. There is neither a minimum nor a maximum funding amount for each project.

Charlotte County has used the 1% local option sales tax since 1994 to fund a variety of infrastructure projects that enhance our quality of life. The current local option tax was extended for six years in November 2014 and is set to expire in December 2020.

In November 2020, Charlotte County will ask the voters to extend the local option sales tax. The County anticipates the tax will generate a total fund of \$120,000,000 for county projects over the span of six years. The projects selected for inclusion in the 1% local option sales tax are submitted to the Board of County Commissioners and vetted through a citizen focus group.

Proposal Instructions: The proposal package should include the following components:

- Project Information Sheet [RFP-Blank-Project-Sheet.docx](#)
- Capital Improvements Program (CIP) Sheet: [RFP-Blank-CIP.xlsx](#)
- Photograph, if appropriate
- Map indicating location of proposed project
- PowerPoint (email, thumb drive or CD) for presentation to the Board of County Commissioners and the 2020 Sales Tax Focus Group

Contact Information: Project proposal packages should be emailed or mailed to:

Emily Lewis
Assistant County Administrator
Emily.Lewis@CharlotteCountyFL.gov

Charlotte County
18500 Murdock Circle, Suite 538
Port Charlotte, FL 33948
941.743.1944

Example of a proposed community capital project: [Example Project](#)

List of 1% local option sales tax funded projects since 1994: [Past Projects List](#)