

# Request for Proposal (RFP): Fiscal Administrator of Region III

The Region III Workforce Development Board (WDBKC) is issuing a Request for Proposal (RFP) for Fiscal Administrator of Region III.

**About:** Beginning February 6, 2026, interested organizations can obtain a copy of the RFP, from the RIII WDB website at [www.wdbkc.org](http://www.wdbkc.org). On the home page, click on **RFP** located in the top navigation bar, next to About US.

The period of service provision is from **March 1, 2026, through June 30, 2027**, with the possibility of a renewal contract being negotiated for an additional two years, based on yearly performance and cost effectiveness.

**Submission Deadline & Details:** The proposal in response to this RFP is due by **4:00 pm on February 20, 2026**, and must be received by either:

- Email
- Post
- By hand delivery in to the Region III WDB office located at:

**Region III WDB** 426 Leon Sullivan Way Charleston, WV 25302

**Note:** Fax submissions will not be accepted. Refer to the RFP for the complete details on the process for the submission of a proposal. The Region III WDB reserves the right to reject any and/or all proposals submitted.

**Contact Information:** For more information, contact **Tim Morris, Board Chair**, at [board@wdbkc.org](mailto:board@wdbkc.org).

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**Funding & Compliance:** Projects and programs provided by Region III WDB are 100% funded with Federal WIOA funding by the U.S. Department of Labor through grant awards totaling \$1,164,054.71. No funding is being received from non-governmental sources for projects and programs provided by Region III WDB at this time.

*Equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. WV Relay 7-1-1.*