Friendship City Approval Process

Idea Request

Anyone can have an idea for a Friendship City proposal.

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Staff Contact

It is important to identify a City of Fort Collins staff person to be your main contact.



Application

You and your City contact should complete the attached Application outlining the rationale and goals for a Friendship City relationship.



City Council Consideration

Your completed Application will be routed to City Council through the City manager. If Council approves the idea they will pass a Resolution.



Develop Agreement

If City Council passes a resolution then a formal Agreement will be drafted stating the Friendship City goals, project implementation, and reporting responsibilities.



Annual Check-in and Reporting