Arizona Foundation for LEGAL SERVICES & EDUCATION
THE ARIZONA BAR FOUNDATION

REQUEST FOR BANKING PROPOSALS

The mission of the Arizona Foundation for Legal Services & Education ("The Arizona Bar Foundation," "AZBF") is to promote access to justice for all Arizonans. The State Bar of Arizona created the Arizona Foundation for Legal Services & Education in 1978, charging it with the mission of promoting access to justice for all Arizonans. The Foundation today is a separate 501(c)(3) organization striving to fulfill this mission by preparing Arizona youth for civic responsibility and providing access to justice for Arizonans most in need. Through the provision of technical and financial assistance to probation & resource officers, teachers & administrators, private attorneys & judges, and legal service attorneys & advocates, the Foundation works to level the playing field, so that all in Arizona have knowledge and access to the justice systems.

Stephanie Sandner

CFO

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Monday, July 13, 2026

To Whom It May Concern:

The Arizona Bar Foundation (AZBF) is soliciting proposals from financial institutions to provide banking services for AZBF's general operating and business account needs.

RFP Evaluation Criteria

The Arizona Bar Foundation will use a variety of criteria to evaluate proposals. While fees are important, ease of use, interest rates, data security, customer service, compatibility with Sage Intacct, current, good-standing participation in the Arizona IOLTA program, and financial institutions that offer products or insurance that allow all funds beyond the $250,00 FDIC limit to be insured/guaranteed, are all factors in determining the right banking partner for us.

Document List

Please provide the following attachments with your proposal. More detailed information about these requested documents can be found in Section 5 of this proposal.

1. Audited financial statement and SOC-1/SOC-2 management "Bridge" (or "Gap") letter
2. Veribanc ratings for the two most recent calendar years
3. Available funds policy applicable to AZBF's operating accounts
4. Statement of Fees Form
5. Community Reinvestment Act (CRA) performance evaluation rating
6. Bauer Financial and/or IDC Financial star rating, or equivalent
7. A sample or specimen copy of your standard deposit account agreement / terms and conditions.

Proposal Format & Submission

Proposers should respond in Adobe PDF or Microsoft Word format, via email to aziolta@azflse.org, with their completed proposal containing the information requested in Sections 5–6, including the items listed in the Document List above. Proposals are due on Monday, August 17th by 11:59PM MST. The Arizona Bar Foundation expects to provide feedback to proposing institutions by Monday, September 28, 2026. Negotiations with the selected provider will be completed shortly thereafter.

The Arizona Bar Foundation reserves the right to reject any or all proposals, to conduct interviews, and to negotiate final terms with proposers. Nothing in this RFP, the responses, or the acceptance of any response in whole or in part shall obligate the Arizona Bar Foundation to complete negotiations with the related financial institution.

Confidentiality

All materials contained herein are deemed strictly confidential. Regardless of whether a financial institution submits a proposal, the contents, in their entirety, shall be expunged and shall not be disseminated or distributed to anyone other than the recipient financial institution.

Thank you, in advance, for your interest in the Arizona Bar Foundation.

Sincerely,

Stephanie Sandner

CFO

ARIZONA BAR FOUNDATION

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RFP Number: RFP-2026-09

RFP Title: Proposal for Arizona Bar Foundation Banking Services

Date of Issue: Monday, July 13, 2026

Due Date: Monday, August 17, 2026

Contents:

Section 3: Instructions

1. This Request for Banking Proposal (RFP) is intended to provide information to financial institutions offering banking services ("Respondents") interested in submitting a proposal to provide organizational banking services to AZBF.
2. AZBF shall not be liable for any costs a Respondent incurs in preparing and submitting a response to this RFP.
3. This RFP does not bind or otherwise require AZBF to enter into a contract with any Respondent.
4. AZBF reserves the right to: (i) cancel or modify this RFP at any time for any reason; (ii) reject any or all proposals submitted for any reason; (iii) request clarification of any response; and (iv) negotiate with multiple Respondents.
5. Respondents must e-mail their completed proposal containing the information requested in Sections 5–6 in Adobe PDF or Microsoft Word format to aziolta@azflse.org by Monday, August 17th by 11:59PM MST. Any Respondent wishing to correct, amend, or supplement its proposal must do so prior to the final deadline by submitting a complete, corrected proposal.
6. Questions regarding this RFP should be submitted via e-mail to aziolta@azflse.org prior to Monday, August 10th.

Section 4: Overview

Operating Accounts.

AZBF is looking to obtain a banking partner that will provide three bank operating accounts. These accounts must have the ability to transfer funds electronically among the accounts, as well as permit online access for designated staff to view activity within each account. All accounts must be secure from unauthorized check and electronic debits.

Organizational Credit Card.

AZBF is looking to obtain minimally six organizational credit cards, all with the ability to roll up into a control account, to be used primarily for curriculum, event expenses, and meeting and travel expenses. The credit limit needed for this card is approximately $100,000 and currently gets paid, in full, monthly.

Merchant Card Services.

AZBF receives hundreds of credit card payments annually, primarily comprised of donations and program fees. Credit card payments are processed through Stripe and Square as AZBF's payment gateway vendors. A successful Respondent will be able to provide credit card merchant services (chargeback support, etc.).

Customer Service.

A successful Respondent will ensure that AZBF's accounts are serviced by an experienced account representative to ensure coordination of banking services and timely resolution of issues. A physical office presence in Phoenix is preferred but not required. If the financial institution does not have a physical office in Phoenix, it must demonstrate how staff can efficiently and effectively handle day-to-day banking needs, such as timely deposit of checks.

Account Administration & Signatories.

AZBF requires the ability to add, remove, or modify authorized signers and online-banking user permissions (e.g., view-only vs. transactional access, dual-approval thresholds) without unnecessary delay or paperwork while also maintaining internal controls. Describe your institution's process for updating signatories and user entitlements.

Section 5: Questions

1. Organization Information.

a. Describe your financial institution's organization, ownership, date founded, and other business affiliations relevant to your banking services.

b. Provide the address of the office(s) that will service AZBF; if no branches are located in Phoenix (preferred but not required), describe how you will assist remotely with tasks such as depositing checks, etc.

c. Describe your experience providing banking services to other public or nonprofit clients of similar size to AZBF.

d. Provide a copy of your most recent audited financial statement, as well as a management "Bridge" (or "Gap") letter regarding your organization's adherence to the controls tested in your most recent SOC-1 and SOC-2 audits.

e. Provide your Veribanc ratings for the two most recent calendar years.

2. Operating Account Functionality.

a. Describe your institution's ability to provide three operating accounts that serve AZBF's needs as outlined in Section 4 above, with particular emphasis on:

(i) Disbursements: check payments (e.g., vendors), ACH debits, and electronic transfers (e.g., payroll, electronic payroll tax deposits, transfers among accounts, etc.);

(ii) Deposit services: check deposits, incoming wire transfers, and ACH credits originating from financial institutions;

(iii) Online access to daily account balances and transactions, as well as images of checks;

(iv) Monthly account analysis of activities in all accounts; and

(v) Other standard bank account services such as stop payment processing, handling of returned checks, etc.

b. Provide a copy of your institution's available funds policy that will be applicable to the operating accounts for AZBF.

c. Provide a sample of your account analysis statement.

d. AZBF prefers that the combined balance of the operating accounts be insured by the Federal Deposit Insurance Corporation (FDIC). Please describe your institution's ability to meet this requirement and provide quarterly reporting on the status of AZBF's funds and collateral.

3. Merchant Credit Card Services.

a. Describe your institution's ability to provide credit card merchant services (including chargeback support) for hundreds of credit card payments received by AZBF annually via our payment gateway vendors, Stripe and Square.

4. Organizational Credit Card Services.

a. Is your institution able to provide AZBF with six organizational credit cards, to be used primarily for curriculum, event expenses, and meeting and travel expenses, with a credit limit of at least $100,000? If so, please also provide the interest rate and indicate whether it is fixed or variable, as well as whether any bonus/rewards credit cards are available.

5. Treasury Management & Additional Services.

a. Describe your institution's positive pay and ACH fraud-filter/debit-block services available to protect the operating accounts from unauthorized or altered items.

b. Describe your remote deposit capture (RDC) and/or mobile deposit capabilities, including any equipment, software, or per-item costs.

c. Does your institution offer lockbox services? If so, describe the service and associated fees.

d. Describe any sweep account, money market, or short-term investment options available for excess operating funds, including current yield.

e. Describe your institution's overdraft protection options and associated fees.

f. Describe your institution's policy and process for handling unclaimed property / escheatment of dormant account balances.

6. Technology & Digital Banking.

a. Describe your institution's online and mobile banking platform, including user-permission controls, multi-factor authentication, and any tools for exporting transaction data (e.g., CSV, Sage Intacct, API access).

b. Describe your bank's compatibility with Sage Intacct, including support for automated bank feeds, NACHA file uploads, and any pre-built or API-based integrations.

c. Describe any planned upgrades or enhancements to your digital banking platform over the next two to three years.

d. Describe your institution's system uptime/availability track record and how planned maintenance or outages are communicated to clients.

7. Wire Transfer & Payment Controls.

a. Describe your institution's procedures for authenticating and authorizing outgoing wire transfers, including callback verification and dual-control requirements.

b. Describe your institution's ACH origination agreement requirements, same-day ACH capability, and any transaction limits that would apply to AZBF's accounts.

8. Interest Rates & Pricing.

a. AZBF is committed to partnering with entities that participate in, or are willing to participate in, the Arizona IOLTA Program. Will your financial institution commit to this program for a period of two to three years?

b. Please include a Statement of Fees Form. Include any one-time or set-up charges, research fees, minimum fees, and all other fees that will be charged. Pricing must be guaranteed not to exceed the amounts listed for a period of two to three years. Also describe in detail any preferential pricing being offered in this proposal. Any costs or fees associated with requested services that are not listed on the Service Fee Form and accompanying materials will be assumed to be free of charge.

9. Security & Business Continuity.

a. Describe the systems and processes used to prevent the clearing of fraudulent checks and fraudulent electronic access to AZBF's funds, as well as any other security and encryption features used to secure electronic access and electronic transactions.

b. Describe any security or fraud prevention services specific to processing credit card payments received by AZBF (via our payment gateway vendors, Stripe and Square).

c. Describe your institution's backup and recovery capabilities in the event of a data breach or disaster. What would be your process for communicating with AZBF in the event of a security incident or disaster scenario?

d. Describe the types of insurance maintained and bonding carried.

10. Customer Service.

a. Describe the team that would be assigned to our accounts; include biographical profiles and any experience with nonprofit clients. What is the succession plan should any team members leave your organization?

b. Identify the principal Respondent employee (i.e., the employee who would oversee work performed for AZBF). Also indicate the approximate number of clients for which the principal Respondent employee has primary responsibility.

c. Describe your institution's escalation process for resolving service issues that are not settled at the first point of contact, and provide expected response-time standards.

11. Financial Stability & Community Involvement.

a. Provide your institution's most recent Community Reinvestment Act (CRA) performance evaluation rating.

b. Provide your institution's most recent Bauer Financial and/or IDC Financial star rating (or equivalent independent financial-strength rating), in addition to the Veribanc ratings requested above.

c. Describe your institution's involvement in, or support of, the nonprofit and civil-legal-aid communities, including any grants, sponsorships, or in-kind support.

12. Contract Terms, Implementation & Transition.

a. Describe your proposed implementation and conversion timeline, including the resources and support your institution would provide during onboarding.

b. What is the proposed initial contract term, and what are the terms for renewal, early termination, and any associated fees?

c. Describe the transition assistance your institution would provide in the event AZBF moves to a different banking provider at the end of the relationship (e.g., data export, account closure timelines).

Section 6: References

Please provide two (2) references (one of which should ideally be a nonprofit organization or foundation similar in size to AZBF), including: name, phone, e-mail contact information, and relationship with the Respondent.