



Alabama Procurement Technical Assistance Center Program

Your Resource to Winning Government Contracts.

www.al-ptac.org

Government Contracting “Making the Connections, Delivering the Goods”

January 26, 2012 (8:30 am – 12:30 pm)

University Park

Joint Training Center, Suite 120

518 South Brundidge Street, Troy, Alabama 36081

Description:

This program is designed to help companies develop business with the federal government and provide guidance on what to do once they have government contracts. The program is designed for businesses not already heavily involved in government contracting. Below is an outline of topics that will be covered.

Business Development (2 hours)

- Building Contacts of Interest
- Developing Relationships
- Searching for Opportunities
- Teaming with other Companies
- Updating Capabilities Statements
- Writing White Papers
- Coordinating for Customer Satisfaction Documentation
- Preparing Proposals

Contracting Management (2 hours)

- Communicating with the Client
- Collaboration on Contract Requirements
- Burn Rate Tracking
- Monitoring Deliverables
- Monthly Reporting
- Monthly Invoicing
- Identifying Shortcomings
- Requesting Modifications

Presenter:

Jerry Ellison is a seasoned business leader and consultant with years of extensive experience in securing and managing government contracts throughout the nation.

Registration:

The program is limited to the first 40 registrations. There is no charge for this program. For more information or to register contact Monica Stephens at mstephen@troy.edu or call (334)674-2425.



*This event is
sponsored by*

The Alabama Procurement Technical Assistance Program (PTAP)

hosted by

*Troy University's Small Business Development Center PTAC
Center for International Business & Economic Development*

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Contact Name(s): _____

Business Name: _____

Business Mailing Address: _____

Phone: _____

Email Address: _____

Send completed form to SBDC, 100 Industrial Blvd., Troy, Alabama 36081; fax (334)670-9740; or email mstephen@troy.edu. There is no charge for this program. For more information call (334)674-2425.



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