



# Alabama Procurement Technical Assistance Center Program

Your Resource to Winning Government Contracts.

[www.al-ptac.org](http://www.al-ptac.org)

## ASU

ALABAMA STATE  
UNIVERSITY

College of Business Administration  
SMALL BUSINESS DEVELOPMENT CENTER

# **Brown Bag Luncheon** **“Business Development” Workshop** **Thursday, December 15, 2011**

Alabama State University  
Dunn-Oliver Acadome Banquet Room  
1595 Robert C. Hatch Dr., Montgomery, AL 36101

**11:30 a.m. - 1:30 p.m.**

*Registration begins at 11:15 a.m. Park and enter at bottom rear of Acadome.*

**You are invited to attend this free small business training workshop. This workshop will exploit proven business development practices that enhance small businesses' efforts in winning government contracts.**

### **Workshop will cover the following topics:**

- 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

**Presenter: Jerry Ellison, Staff Services, Inc.**

**Bring Your Own Bag Lunch!**

**Please pre-register by December 13th. Call 334-229-4848 or email to [ttaylor@alasu.edu](mailto:ttaylor@alasu.edu).**

The PTAC at Alabama State University is a specialty program of the Alabama State SBDC Network, funded in part through a cooperative agreement with the U.S. Small Business Administration. Reasonable accommodations for persons with disabilities will be made if requested at least two weeks in advance. Contact Thomas Taylor, 915 S. Jackson St., Montgomery, AL 36104, 334-229-4848.