Proposal Development Workshop

Jacksonville State University
Hugh Merrill Hall Room 105
700 Pelham Rd. North
Jacksonville, AL  36265

August 10, 2017
8:30 am - 2:00 pm

Course Overview: This instruction is a scenario-oriented hands-on challenge whereby the participants will work in small groups to develop an actual federal contracting proposal. This is not a technical writing course, but an overall proposal development procedure course designed to engage the participants in real world efforts necessary to coordinate and complete all aspects of a government proposal.

Speaker: Jerry Ellison, Program Manager, Alabama Procurement Technical Assistance Center (PTAC) program with years of experience in winning and managing federal government contracts.

Topics Covered
Breaking Down the Solicitation
Developing a Proposal Preparation Outline
Coordinating Proposal Subparts for Completion
Writing the Technical Volume
Writing the Past Performance Volume
Completing the Costing Volume
Pulling the Proposal Together
Reviewing and Discussing the Final Product

Bring your laptop or you may share with someone else.

*We will work through lunch, so please bring approximately $10.00 for Chick-Fil-A.

For additional information, please contact Lindsay Frey at (256) 782-5322, lsfrey@jsu.edu