



Proposal Development Workshop



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.

DATE:

Wednesday, July 18,
2018

TIME:

8:30 AM – 1:00 PM

LOCATION:

Troy University Dothan
Campus, Harrison Room
(124), Malone Hall,
Dothan, AL

FEE: \$35.00

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 straight through so lunch will be provided.**

Registration Fee is \$35.00 for this workshop. To register go to <http://bit.ly/ProposalPrep>. For more information contact Brenda Marcum bmarcum@troy.edu or (334)674-2425.

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

Brought to you by:

Alabama Procurement Technical Assistance Center (PTAC) program
Alabama Small Business Development Center at Troy University
Troy University Continuing Education Center



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Reasonable accommodations for persons with disabilities will be made if requested at least two weeks in advance. Contact Brenda Marcum, 100 Industrial Boulevard Troy, AL 36081. 1-334-674-2425.