

# Preparing Federal Cost / Budget Proposals

*Build compliant, effective, competitive cost proposals and keep yourself out of jail.*

## WHAT YOU WILL LEARN:

- o principals of Federal Government cost accounting
- o understanding Contracts vs. Grants
- o federal cost-estimating requirements (serious issues when applying for work)
- o reliable cost-estimating techniques (required by some agencies, valuable at all)
- o how to handle & develop Price/Budget Proposal sections
- o how to develop those troublesome indirect cost estimates
- o relevant, related issues beyond strict cost proposal issues including:
  - the various role(s) of the budget documents in winning awards
  - accounting system requirements for federal work
  - contract negotiations      - project / company audits      - etc.

## WHO SHOULD ATTEND

- o entrepreneurs who anticipate submitting bids for federal projects
- o accounting personnel who need to understand principals of Federal Cost Accounting
- o anyone faced with analyzing/developing their firm's indirect rates
- o anyone who wants to develop an effective, reliable and accountable project cost estimating approach for their project/organization.

**INSTRUCTOR:** John Davis, President and COO of JADE Research Corporation is a proposal development professional (long time member of APMP - Association of Proposal Management Professionals ) with more than 30 years experience in federal proposal and project management for hundreds of federally-funded projects. An engineer and R&D project manager, not an accountant, Davis delivers this workshop packed with practical, straight forward, actionable information without all the confusing accountant and/or government language. Davis has taught this critical information to more than one-hundred appreciative audiences across the USA since 1995.

**BONUS:** Local experts will provide talks on protecting intellectual property, business formation and advanced topics in contract cost accounting, as each is *relevant to the federal contract environment*

**LOCATION:** Hagglund Room, 3<sup>rd</sup> Floor, Campus Center Bldg.  
Worcester Polytechnic Institute, School of Business  
100 Institute Road, Worcester, MA 01609-2280

**TIME:** 9:00 am to 5:00 pm on 12 August 2010

**TUITION:** This Price/Budget Proposal seminar is usually offered at \$195.00 per person.\*  
(\$225.00 after 1 Aug, 2010. \$250 at the door).

\* NOTE: *most others charge more than \$500 for the same/similar information*

**TO REGISTER:** Surf to <https://host.securelook.com/sec4Dir/orderform.html>  
OR call the Center at 410-315-8101.

**SPONSOR/HOST:** WPI Collaborative for Entrepreneurship & Innovation, Burns & Levinson, LLP  
NDIA New England.

**MORE INFO:** Surf to <http://sbir.us/course.html> OR call (410) 315-8101