



**SEATS ARE LIMITED  
SELF-CERTIFICATION  
OF 7(J) ELIGIBILITY  
REQUIRED**

7(j) Eligibility includes firms that are owned by one of the following:

- (a) a socially and economically disadvantaged individual whose firm may or may not be a participant in the 8(a) Business Development Program;
- (b) a firm located in a high unemployment or low income area, as defined in the U.S. Census Bureau's County and City Data Book and in the Poverty Guidelines issued by the U.S. Department of Health and Human Services (HHS);
- (c) a firm owned by a low-income individual, as defined in under HHS Poverty Guidelines.

**Training is provided by  
Stover & Associates, Inc.**

This activity is funded by the U.S. Small Business Administration (SBA) contract number SBAHQ-13-C-0025. SBA's funding is not an endorsement of the contractor or any products, opinions or services. All SBA Programs and services are extended to the public on a non-discriminatory basis. Reasonable arrangement for persons with disabilities will be made if requested at least two weeks in advance.

# On-Line Government Contracting Training September 2014

## How it works

Just like a class you'd attend in person, courses are taught by a live instructor on a scheduled day and time. The Web-enabled Instructor-Led training experience has much in common with the classroom equivalent. Students:

- Receive course materials in advance
- Participate in real time using a broadband connection
- Interact directly with the instructor and their peers

From your computer, you'll link to an instructor in a live, real-time, interactive learning experience. You'll become part of a virtual classroom where you can ask questions, seek guidance and participate in class discussions and small group exercises.

- **Understanding RFPs**  
September 8, 2014  
1:00—2:00 pm EDT
- **Government Contract Vehicles**  
September 8, 2014  
3:00—5:00 pm EDT
- **Developing Technical and Past Performance Volumes in Response to RFPs**  
September 9, 2014  
September 23, 2014  
1:00—4:00 pm EDT
- **Developing Pricing and the Cost Proposal in Response to RFPs**  
September 10, 2014  
September 24, 2014  
1:00—3:00 pm EDT
- **Special Topics for Construction Management**  
September 11, 2014  
1:00—3:00 pm EDT
- **Capture Management**  
September 12, 2014  
1:00—4:00 pm EDT
- **Federal Contracting Basics**  
September 15, 2014  
1:00—4:00 pm EDT
- **Managing and Administrating Government Contracts**  
September 16, 2014  
1:00—4:00 pm EDT
- **Audits and Accounting Systems**  
September 17, 2014  
1:00—5:00 pm EDT
- **Marketing to the Government Buyer**  
September 18, 2014  
1:00—4:00 pm EDT
- **Government Contract Negotiations**  
September 22, 2014  
1:00—5:00 pm EDT
- **Developing and Managing Contractor Teams**  
September 25, 2014  
1:00—5:00 pm EDT

## For Course Details and to Register:

<https://stoverteam.adobeconnect.com/admin/show-event-catalog?folder-id=1233023668>

There is no cost for 7(j) eligible businesses.

Workshop information: Phyllis Embree or Chris Strudthoff, [sbaworkshops@stoverteam.com](mailto:sbaworkshops@stoverteam.com) (770) 423-9888. To find your local SBA Office, visit: [www.sba.gov/sba-direct](http://www.sba.gov/sba-direct)