

## **Capabilities Guide**

Empowering Small Business Success through Strategic Consulting, Contract Management & Logistics Excellence

Veteran-Owned | Mission-Driven | Results-Oriented

We deliver high-impact consulting services that empower small businesses and organizations to grow strategically, operate efficiently, and remain compliant. Our capabilities include strategic planning, business model development, proposal writing (grants, RFPs/RFQs), leadership coaching, and customized training. We specialize in contract and program management, regulatory compliance, SOP development, and workflow optimization. With a focus on measurable outcomes, we partner with clients to drive innovation, streamline operations, and position them for long-term success.

# **Small Business Development & Strategic Consulting**

- Strategic Planning, Goal Setting & Execution
- Business Model Development & Market Positioning
- Proposal Development: Grant Writing, RFP/RFQ Response
  - Budgeting, Forecasting & Financial Modeling
  - Organizational Development & Change Management
    - Executive Coaching & Leadership Advisory
  - Customized Leadership Training & Capacity Building
    - Contract & Program Management

#### **Contractor, Consultant & Contract Management**

- Regulatory Compliance & Contractual Alignment
- Development of Policies, Procedures & Compliance Protocols
  - SOP Creation & Workflow Optimization
  - Operational Audits & Cost-Reduction Initiatives
  - Strategic Partnerships & Collaborative Ventures
  - Facilitation of Training, Workshops & Strategic Sessions

#### **Logistics Management & Operational Support**

- Comprehensive Supply Chain Management
- Procurement Strategy & Supplier/Vendor Management

- Freight, Transportation & Distribution Coordination
  - Inventory Management & Asset Tracking Systems
    - Facility Operations & Resource Allocation
  - Event, Project, and Operational Logistics Support

## **Execution & Leadership Oversight**

- Executive & Operational Leadership
- Business Operations Management
- Financial Planning, Analysis & Reporting
- Human Capital Management & Staffing Solutions
  - Stakeholder Engagement & Public Outreach
- Marketing, Branding & Communications Strategy

### **Al Integration & Intelligent Automation**

- AI-Driven Process Optimization & Decision Support
  - Predictive Analytics & Forecasting Tools
- Intelligent Automation for Operations & Reporting
- Machine Learning Solutions for Logistics & Finance
- AI-Augmented Proposal Writing & Talent Planning

