



16 August 2004

Dear State SBIR Outreach Program Director:

Yours is an important job. Given the potentially immense impact available to your state from just one SBIR firm, not to mention several, or possibly hundreds of them, you may well hold the most powerful keys to future economic development within your state. Many, misunderstanding the SBIR/STTR programs, take this potential lightly -- we do not and neither should you. Let us help you to do that very important job as effectively and efficiently as possible.

We are the *SBIR Resource Center*^(R), the leading provider of business development resources to the SBIR and STTR communities since 1994. We now offer packages of specially designed resources to support SBIR Outreach Programs. *To qualify for this support, yours must be a not-for-profit organization with a small business support mission.*

The Center's comprehensive outreach support program covers four distinct areas:

- 1) Tools and resources to work effectively "where the rubber meets the road" (strategy, planning and execution of competitive SBIR/STTR proposals) for SBIR Applicants.
- 2) Libraries of educational resources including self-paced, software-based tutorials, program guides and agency specific proposal training for outreach support centers.
- 3) Training seminars and workshops for both the applicant and for the small biz counselor who would seek to identify and support potential SBIR firms.
- 4) Direct support services to SBIR Outreach Program offices to help them to sell, operate, monitor and fine-tune programs in their states (also to win follow on/expanded funding).

Please note that ALL of our mainline services are offered at a fixed-price; no one has to commit to open-ended consulting arrangements to acquire the needed support. And, no one has to give away equity in his/her firm to receive the very best SBIR/STTR support available.

Call or e-mail us to begin a dialog on how we, the leaders in SBIR support and outreach, can help you do your job more effectively. The following items are representative of our support:

INTERNET COMMUNICATIONS

Because the Center already goes to the effort to collect, screen, verify and publish SBIR/STTR specific information from all 11 agencies for its own Web site and e-newsletter, it can provide you with the same high quality data and support for yours. IF you are to have impact, IF you are to attract applicants to your services, you **MUST** provide value in your communications; the Center can do that, as well as implement and manage them for you. Not just Internet gurus, but also the subject-matter experts -- there is no better combination of skills to support you.

SBIR OUTREACH CENTER™

This center is a turnkey solution to creating a sustainable SBIR/STTR expertise for outreach in multiple and remote locations.

TOOLKIT LIBRARY: The SBIR Resource Center® produces a never-ending stream of time and energy-saving SBIR-ToolKit™ software packages, each customized to match the specific requirements of each and every procurement under SBIR and STTR (17 packages each year). With an annual subscription to these ToolKits, your support centers can have current *up-to-date* and *down-to-the-paragraph* instructions and advice on-hand for your clients to review. No longer will potential applicants think, "I don't know what I'm getting into." or "I don't know how to do this." Rather, they will be able to approach the application process with confidence.

TUTORIAL LIBRARY: The trilogy composed of the SBIR-Guide™, SBIR-Legal™ and SBIR-Accountant™ provide a comprehensive system of self-paced training in the administrative, legal and Government contacting aspects of SBIR & STTR.

COUNSELOR TRAINING: A special, 1/2 day course has been developed, and tested, to train small business counselors how to identify and support potential SBIR applicants. A proprietary evaluation system is included. When training Support Center counselors, a special section is appended on the use of the SBIR-ToolKit™ Library™ and the SBIR-Tutorial™ library.

APPLICANT SUPPORT SERVICES (special fixed-prices for Outreach Programs)

How To Win SBIR FinancingSM: The commercial version of this highly acclaimed course can be presented in your location at *no cost* to you. Alternatively, you can hire the Center to put on "closed" workshop events and charge the attendees whatever you like. This is the "SBIR business development" course (how to win funding, NOT just how to submit proposals).

SBIR-EvalSM: Rapid, easily accessed, very low cost advice and counsel is provided to applicants on the suitability of their proposed project for SBIR & STTR, help in selecting and prioritizing target agency(s) and on the development of a bid strategy.

SBIR-ReviewSM - proposal writing consultation (limited) & professional proposal review.

SBIR-LeaderSM - proposal organization and leadership (includes planning, custom software, cost estimating support & final edit).

SBIR-BidDataSM - technology & market data searches of the world's most important databases (not just Internet) to find credible reference sources for SBIR applications.

Thank you for considering the SBIR Resource Center® for outreach tools or as your professional support contractor.

John A. Davis,
General Manager

"SBIR Resources" lead to "SBIR Success"