DBE Supportive Services Program



Working with the Indiana Department of Transportation





Training Overview

- Estimating
- Bidding
- Scheduling
- Project Planning
- Cash Flow Management
- Overview of Financial Statements
- Basic Accounting Concepts
- Income Statements and Balance
 Sheets
- Accrual vs. Cash Accounting
- Components of a Job Cost System
- Business Plans
- Creating a Marketing Plan
- Your Financial Plan
- Marketing Your Business
- Writing a Marketing Plan
- Creating Your Capability
 Statement
- Building an Online Presence & Website
- Doing Business with INDOT
- Construction & MaintenanceContracting
- Professional Services Contracting

Services to Help DBEs Grow Their Business

CEI works with the Indiana Department of Transportation (INDOT) as the statewide provider of the INDOT Disadvantaged Business Enterprise Federal Supportive Services Program. This program is designed to promote increased participation of DBE firms on federally funded highway construction and related projects. The primary purpose of the DBE Supportive Services Program is to provide training, assistance and services to firms that are certified in the DBE program in the State of Indiana.

To register for any of these services, please call CEI at **833-334-6368** or visit us at **www.indbesupport.com.**

CEI provides the following services at no charge to firms that are certified in the DBE program in Indiana:

Business Development Program (BDP)

DBEs with highway construction related NAICS codes may apply to participate in the Business Development Program. This program provides more detailed, technical training tailored to each firm's needs. Additionally, DBEs participating in the BDP will receive assistance developing business plans and marketing their services to prime contractors and consultants.

Training and Technical Assistance

Classroom and online training courses are available to Indiana DBEs all without application. Participation in these training courses enhances technical and business management skills.

How will a Company Capability Statement Help Your Business?

To be competitive in this market, contractors must know how to distill the information that is most important to a particular decision-maker; state it in a clear, concise manner; and reinforce its importance to the prospect. A capability statement is a tool that will help you do just that! Five years ago, no one knew what a capability statement was, and now, it is a critical tool to help you be as successful as possible, no matter what size company you represent.

In its simplest form, a capability statement is a promotional or marketing statement about your business and its capabilities and skills that advertises who you are and what you do. However, capability statements must be tailored to your audience: the government buyer or prime contractor. A capability statement should

be very brief (only 1 page) and to the point. It is important that the document be visually interesting and have similar graphic elements to your company's brand and logo.

CEI—DBE Supportive Services will design and publish to www.indbesupport.com, your one page capability statement for DBE Certified firms. Already have a capability statement? CEI—DBE Supportive Services will review your current capability statement to ensure you are reaching the appropriate audience. Once your statement is reviewed, it will be posted to www.indbesupport.com.

Contact CEI-DBE Supportive Services today to get started on your capability statement!

By phone: 833-334-6368 or visit us at www.indbesupport.com

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Educating Call us (833)334-6368 or Construction Visit us online at Professionals www.indbesupport.com



THIS PROGRAM IS FOR YOU!

The Indiana Department of Transportation (INDOT) provides supportive services to firms that are certified in the DBE program in Indiana. The following services are provided to DBEs:

- Business Development Program
- Live Classroom Training
- Online Training

- Technical Assistance
- Capability Statement Assistance
- Website Design