



# Southwest Michigan PTAC 2022 Class Schedule

Southwest Michigan Procurement Technical Assistance Center (PTAC) provides federal, state, and local government contracting training free due to our government funding.

This training is available to businesses in Berrien, Branch, Calhoun, Cass, Kalamazoo, St. Joseph, and Van Buren counties of Southwest Michigan. For classes in other locations: [www.aptac-us.org](http://www.aptac-us.org).

## Where Do I Begin?

Considering government contracting? Don't know where to begin? Join us to learn more about government contracting and how PTAC is here to guide you every step of the way.

**Online pre-registration is required.**

The link to the class will be sent to registrants within 24 hours of the class.

January 13	10:00 a.m. -11:00 a.m.	Virtually Online	<a href="#">Registration</a>
April 12	2:00 – 3:00 p.m.	Virtually Online	<a href="#">Registration</a>
June 16	10:00 a.m. -11:00 a.m.	Virtually Online	<a href="#">Registration</a>
October 4	1:00 – 2:00 p.m.	Virtually Online	<a href="#">Registration</a>

## Government Contracting: Orientation

Is your company considering government contracting? Learn how to sell your products and services to the federal, state, and local government. This free seminar will give you the direction you need.

**Online pre-registration is required.**

The link to the class will be sent to registrants within 24 hours of the class.

January 20	10:00 a.m. – 12:00 p.m.	Virtually Online	<a href="#">Registration</a>
April 19	2:00 – 4:00 p.m.	Virtually Online	<a href="#">Registration</a>
July 14	10:00 a.m. – 12:00 p.m.	Virtually Online	<a href="#">Registration</a>
October 18	2:00 – 4:00 p.m.	Virtually Online	<a href="#">Registration</a>

## Marketing & Research: Mining for Opportunities

Learn how to market your business to government agencies and prime contractors. Research the agencies and prime contractors that buy what you sell. Research your competitors' sales and customers.

**Pre-requisites: Orientation Class and a current client of PTAC. Online pre-registration is required.**

The link to the class will be sent to registrants within 24 hours of the class.

February 10	10:00 a.m. – 12:00 p.m.	Virtually Online	<a href="#">Registration</a>
May 3	2:00 – 4:00 p.m.	Virtually Online	<a href="#">Registration</a>
August 4	10:00 a.m. – 12:00 p.m.	Virtually Online	<a href="#">Registration</a>
November 1	2:00 – 4:00 p.m.	Virtually Online	<a href="#">Registration</a>

Website: [www.ptac4nemi.org](http://www.ptac4nemi.org)



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**Until further notice, all classes are held virtually online.**

## Capability Statement Preparation

When you're ready to sell your products/services to the government, create a capability statement to share when meeting (in person or virtual) buyers for prime and subcontracting opportunities.

**Online pre-registration is required.**

The link to the class will be sent to registrants within 24 hours of the class.

February 24	10:00 a.m. – 12:00 p.m.	Virtually Online	<a href="#">Registration</a>
May 24	2:00 – 4:00 p.m.	Virtually Online	<a href="#">Registration</a>
August 25	10:00 a.m. – 12:00 p.m.	Virtually Online	<a href="#">Registration</a>
November 29	2:00 – 4:00 p.m.	Virtually Online	<a href="#">Registration</a>

## Coffee & Contracting (2<sup>nd</sup> & 4<sup>th</sup> Wednesday from 9:00 – 9:30)



A bi-monthly opportunity to network online with government buyers, prime contractors, and government contracting resources. Sessions are from 9:00 to 9:30.

**Online pre-registration is required.**

The link to the class will be sent to registrants within 24 hours of the class.

Small Business Administration	December 8	Virtually Online	<a href="#">Flyer</a>
USACE	December 14	Virtually Online	<a href="#">Flyer</a>
Defense Logistics Agency	January 12	Virtually Online	<a href="#">Flyer</a>
To Be Determined	January 26	Virtually Online	In Process

## One-Time Govology Training

Govology is a collaborative community raising the competency level of small business to excel in government contracting. These are pre-recorded sessions that we will watch together. Topics are subject to change.

**Online pre-registration is required.**

The link to the class will be sent to registrants within 24 hours of the class.

March 3	10:00 a.m. – 12:00 p.m.	Virtually Online	<a href="#">Registration</a>
May 17	2:00 – 4:00 p.m.	Virtually Online	<a href="#">Registration</a>
August 18	10:00 a.m. – 12:00 p.m.	Virtually Online	<a href="#">Registration</a>
November 22	2:00 – 4:00 p.m.	Virtually Online	<a href="#">Registration</a>

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