



**RGF CONSULTING
CORPORATION**

Workshop Description Outline

CRS 205 – “Indirect Rates, Costs, and Financial Strategy”

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This premiere workshop (an enhanced version of a former workshop entitled “Establishing Indirect Rates”) has been presented in major cities across the United States since 1999. Over four thousand small business firms, small business advocates, minority institutions, and state and local organization members have attended this valuable training. Today’s competitive pricing environment demands that small business owners master the federal acquisition process or risk going out of business. Moreover, due to the decline in experienced and acquisition knowledge-based contracting officers and their representatives, it is imperative that business owners learn the rules and regulations for their protection and survival.

Central to the training program methodology is an actual Request for Proposal (RFP), customized to achieve maximum learning results in the time allotted. The training is presented in accordance with the Federal Acquisition Regulation (FAR) and other governing guidelines. The focus is on maximizing profitability, determining and managing indirect rates; supportable budget schedules in accordance with DCAA guidelines and financial proposal strategies.

Course 205 is a one (1) day presentation and earns 7 CPE credits. The flagship Course, 204 “The Government Cost/Price Proposal Process” is a one (1) day workshop and earns 7 CPE Credits. Both workshops combined earn 14 CPE credits.

LEARNING OBJECTIVE:

To provide attendees with the skills and knowledge base to effectively manage your firm’s indirect rate budgets that are DCAA compliant and develop financial proposal strategies.

WHO SHOULD ATTEND?

This workshop is a perfect fit for: 1) owners and staff members of new and emerging firms; 2) established firms breaking into the government-contracting arena; 3) new proposal program personnel; 4) sponsored programs staff members at minority institutions; 5) contracting officers who want a view from the contractor’s perspective; and 6) CPA’s, contract administrators, and other interested parties.

PARTICIPANTS WILL RECEIVE: an information packed manual with appropriate references; Continuing Professional Education (CPE) credit training certificate and a CD containing indirect rate budget templates. Learn from experienced practitioners who engage the class with practical exercises and detailed discussions.

PROGRAM LEVEL: ENHANCED BASIC

PREREQUISITES: NONE

ADVANCE PREPARATION: (downloadable templates to paid enrollees prior to workshop)

- a. Instructions for pre-class home work;
- b. Sample Request for Proposal (RFP); and
- c. Cost/pricing terminology definitions

TYPE OF DELIVERY METHOD: Group Live (CPE) & Group Internet Based (currently non-CPE)

Workshop Outline

- I. Indirect costs and budgets and compliance with FAR part 31
- II. Selected definitions of cost proposal terms (FAR 31.001)
- III. Other applicable regulations and guidelines
- IV. The theory of indirect rates
- V. Indirect costs structures and pools
- VI. Developing indirect rates and budget -exercise
- VII. Basis of estimate and support for budgeted cost items
- VIII. Managing indirect rates - exercise
- IX. Indirect rates and contract types
- X. Financial strategies for contract types
- XI. Maximizing profitability for contract types
- XII. How to handle DCAA Audits -exercise
- XIII. Importance of an adequate accounting system