



MARIE MANAGEMENT LLC.



SMALL BUSINESS PROPOSAL

Entrepreneurs starting a nonprofit or for-profit in addition
to their existing business that earns less than \$300k
annually.

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INTRODUCTION

This constitutes a proposal tendered by Marie Management LLC. to assist in business structure, business development, business operations and business execution. All in which are researched, designed, implemented and refined by a performance evaluation process which is supported, and effectively executed by designated members of management and executive leadership.



OBJECTIVES

Small Businesses complete all the below tasks with ongoing consulting from Marie Management for 1 Year:

01

Your company will establish all state and federal requirements to conduct business locally and nationally.

02

Your company will obtain a business structure that directly reaches its audience.

03

Your company will develop the following plans independently:

- Strategic Plan
- Business Plan
- Marketing Plan
- Communication Plan
- Donor/Stakeholder Engagement Plan
- Private Capital Campaign Plan
- Board of Directors Development Plan

04

Your company will create the following:

- Logic Model
- Funding Model
- Four Programs, Processes and Systems
- Four Products, Processes and Systems
- Program, Project/Product and Company Budgets

05

You will implement the following with consulting in the creation of the following:

- Human Resources
- Compliance and Auditing
- Assessments and Evaluations
- Annual Events
- Revenue Stream Design
- Department and cross functional practices
- Sector, industry research



Performance will be detailed and monitored with proper evaluations and assessments. In achieving these objectives, the following parameters will be met in establishing and implementing the processes:



- Alignment between individual and organizational goals
- Linking tasks to output; that is, focusing on and measuring results
- Seeking competitive advantage; the process must enhance business goals
- Creation of A dialogue between the business, community and stakeholders
- Participation by and commitment from executive management and staff
- Simplicity of administration, processes, policies and practices
- Metrics for A process and not an event; follow-through and support
- Combine skills and behaviors in the development focus
- Global applicability, allowing for local cultural variations, as appropriate
- Minimize disruption in implementation of and training for the processes

MEASUREMENT

The success in meeting the objectives would be measured by factors which include:

- Creation of developmental and structural plans for the business
- Improvement in performance measures during the year following initiation. Note that this need not be represented by increased funding, but instead by the systems and structures designed to obtain funding.
- Evaluations are performed and submitted by deadlines
- The ability for executive and direct level management to implement all plans and develop programs, products and services independently within six months to one year of design.

METHODOLOGY

Marie Management LLC. will provide consulting and or management services over the enclosed services with the executive management team or individual. The company in question is responsible for full execution of delegated, designed and implemented deliverables stated below. Marie Management will not act in the roll, of or absence of an employee at any time. The company will be accountable and responsible for all company related actions not described below as Marie Management area of expertise or responsibility. We will not act in the space of day-to-day operations, instead in the capacity of a contractor. Marie Management is able to provide a for profit, non-profit, social enterprise or hybrid model with the following options of services.

BUSINESS STRUCTURE

We will work with you to research and apply for all required, necessary and optional local, state, federal and global business licensing and certifications. This process enables the company(ies) to conduct business in as broad of a manner as it needs to meet two to five year goals. This option would entail:

- Investigation of the types of licenses and certifications necessary for the
- company to complete business functions and operations.
- Assessment of current business licenses, certifications and operations.
- Incorporation of the company businesses according to requirements and
- obligations.
- Creation of an electronic and paper file of all business licenses, certifications
- and filings:
 - how to locate business licenses and certifications
 - how to complete the process to obtain these licenses and certifications
 - contacts of the representatives directing the licensing and certifications
 - completed licenses and certifications.
 - facilitation of a meeting to present the obtained and applied for licenses and certifications.

BUSINESS DEVELOPMENT

We will work with you to research and establish an applied business development structure that will either create or expand your business concept. This process enables the company to conduct business with the proper plans, systems, programs and products in place to ensure meeting two to five year goals. This option will entail:



Investigation of company niche, competition, best practices, proven assessments/evaluation tools, niche data and industry financial contributors.



Develop or restructure company mission, vision, theory of change and core values.



Develop or restructure company and or department objectives, goals and outcomes.



Develop or revisit/re-engage community partnerships and collaborations



Develop or restructure company outreach initiatives.



Develop or restructure company organization chart.



Develop or restructure company logic model.



Develop or restructure company funding model.



Develop company department, expectations, standards and requirements.



Develop or restructure company programs, products, services and activities.



Develop or re-evaluate the companies policy and procedure manuals



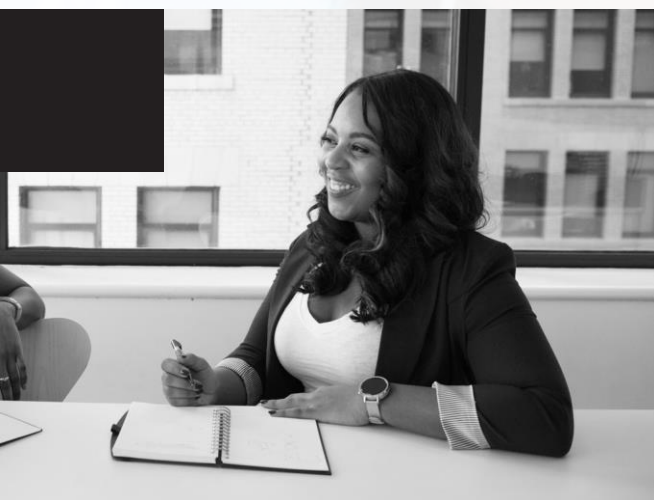
Creation of an electronic and paper file of all business language, systems and processes created or redeveloped.

BUSINESS OPERATIONS AND EXECUTION

We will work with you to research and establish eight company action-based plans: strategic plan, business plan, marketing plan, communication plan, donor/stakeholder engagement plan, community engagement/economic plan, private capital campaign plan and company/personal branding plan. These plans enable the company to conduct business strategies that ensure return on investment within 6 months to one year of implementation. This option would entail:

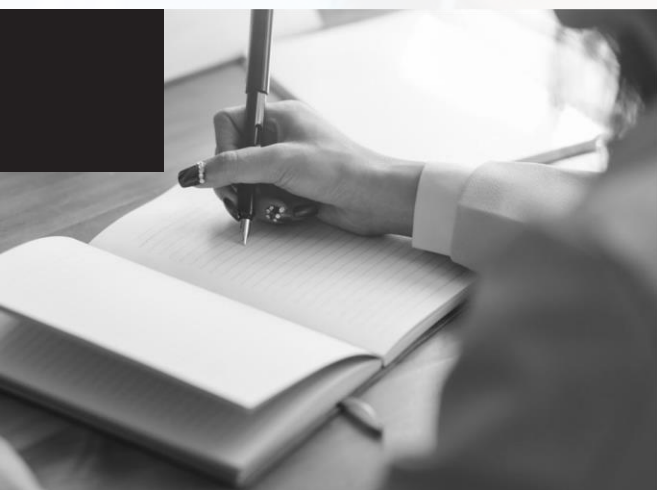


- Locate data and research into specific company, project needs and best practices pertaining to the planning period.
- With the input, direction, resources, company network, board of directors, stakeholders and advisors, the eight company plans will be developed.
- We will manage the implementation of all eight plans by executive management and or direct level managers.
- Creation of an electronic and paper file of all business plans.



BUSINESS FUNDING DESIGN AND EXECUTION

We will implement the funding model strategy with executive management, stakeholders and advisors. This model enables the company to maintain long term financial sustainability without the 100% dependability of local, state, private or federal funds within 6 months to one year of implementation. This service will entail:



- Locate data and research into all six areas of funding options pertaining the company design, company structure, company industry, programs, products, activities, services and location.
- Assess current company financials, budgets and audits.
- Create a new funding model, programs, services, products and services based on findings.
- Establish funding streams and complete processes with executive management.
- Creation of an electronic and paper file of all documents related to the funding model.

TIMELINE

Small Business: All four implementation areas (structure, development, operations and execution) completed on behalf of 1-2 companies.

Business Structure:

**90
days**

Business Development:

**90
days**

Business Operations:

**90
days**

Business Execution:

**90
days**

Required: 1 year for full Hybrid Model Implementation
Optional: 1 year Consulting: Transitioning Into A Full Service Business

RESOURCE COMMITMENTS

Marie Management will provide Jazzmine Nolan MPA as the Senior Consultant. She will continually be involved in all aspects of the project, and serve as the primary interface with company management. Marie Management credentials has credentials within academic degrees including doctorate level courses and certifications in the areas of business, management and administration. We will sign non-disclosure agreements as requested, and all work in this project becomes the sole property of your company. All of our work is conducted within strict bounds of confidentiality. We will also provide all materials, audio/visual aids, computer work and other support services as required. We will provide masters of the final, approved materials for ownership and reproduction as completed and surely by the end of the contract term. The contracted company will provide us with reasonable access to key management personnel, documentation and company information, as appropriate, within the timeframes outlined. The contracted company will be responsible for all scheduling of classes, facilities, equipment, and related support for training, development and execution purposes. The contracted company will also adhere to the fee structure and reimbursement procedures outlined below. The contracted companies professionals and or executive team will assist in some data gathering, delegated tasks, development of relevant strategies and execution of operations, during and after the completion of the consulting deliverables.

TERMS AND CONDITIONS

We assess a single project fee for our work, so that there is never a "meter running," and you can control expenses tightly. Within the objectives and parameters described above, we will commit as much time as necessary to fulfill the objectives and meet the time-frames. Either party may request additional time be spent on certain aspects of this project without any additional fees or charges, except for travel expenses.

Our fees for the options above are:

Small Business Structure

- 2 Companies on an Individualized Workplan in 1 year: \$4,000
- Retainer: \$1,000
- Monthly Payment: \$250

Hybrid Model Small Business Structures also have the option to transition into full-service business consulting for streamlining a new nonprofit, for-profit or brand. This option covers Marie Management completing consulting and deliverables for both businesses within 6 Months-1Year.

Payment terms:

The Hybrid Model Small Business Package is eligible for the below fee structure:

Monthly Payments: Available after retainer fee is paid in full on one year contract.

Client must return a completed contract and render payment [here](#).

Further payment alternatives:

We will honor the fees for the optional methodologies through the calendar year. Reasonable travel and living expenses are submitted monthly as actually incurred, and payment is due upon presentation of our invoice. There are no charges for fax, phone, postage, duplication, etc.

Our Commitment To Our Clients

You may postpone or delay any part of the work in progress without penalty. In addition, our work is guaranteed. If we do not meet the objectives set, and cannot meet them after your notification and an attempt to correct the shortcoming, we will refund your full fee.

ACCEPTANCE

This proposal is accepted and forms an agreement between
----- and Marie Management LLC.

For Marie Management LLC.:

For:

Jazzmine Nolan MPA

Company Representative

Date

Date