



Microsoft®
Office
Solution Accelerators

Microsoft Office Grant Accelerator

Improve the Grant Proposal Creation Process with Tools You Already Know

The Microsoft Office Grant Accelerator quickly enables organizations to generate a higher number of quality Grant Proposals with greater speed, effectiveness and cost-savings.

The Microsoft Office Grant Accelerator helps public sector organizations save time and costs involved with the Grant Proposal process for procurement of goods and services. At the same time, it saves the overall development costs by more effectively deploying resources. Such benefits are achieved by creating more high quality Grant Proposals using a streamlined development process. Combined with industry-leading Microsoft software, third-party applications, and enterprise-class deployment partners such as K2 Information Services and Premier Integrated Solutions, the Microsoft Office Grant Accelerator delivers a Grant Proposal management solution that results in measurable impact to your organization.

The Microsoft Office Grant Accelerator makes five powerful contributions to the Grant Proposal development process:

- Streamline the Grant Proposal development process
- Utilize the organizational knowledge base.
- Improve document management and collaboration.
- Work more productively with tools you already know.
- Increase project control.

Streamline the Grant Proposal development process

The Solution Accelerator helps the creation teams to eliminate manual repetitive tasks, such as the initiation, authoring, assembly and management of Grant Proposal documents. Maximizing the productivity of team members speeds the delivery of effective and accurate Grant Proposal documents. At the same time, streamlined document development helps to lower document creation costs, ensure that deadlines are met, and allow time to develop a greater number of Grant Proposals.

- Easily set up a team web site for efficient collaboration using Windows Sharepoint Services (WSS)
- Quickly launch Grant Proposal projects, importing templates, defining sections, and assigning sections to authors from the familiar Word 2003 environment
- Avoid recreation of content by re-purposing

elements of past Grant Proposal documents.

- Automatically assemble completed document in compliant and approved format

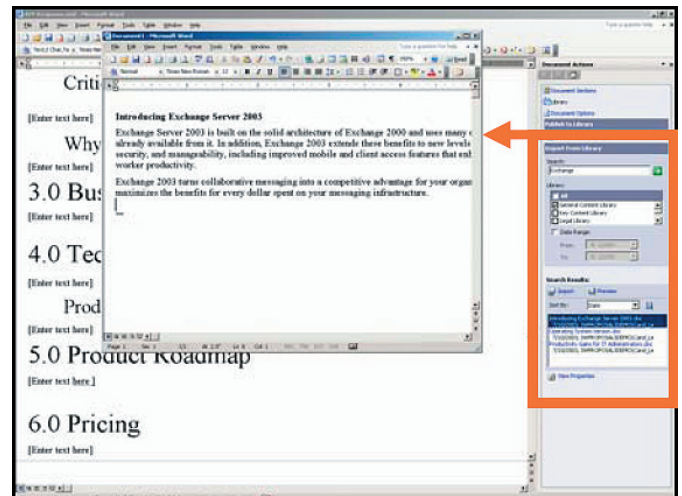
Utilize the organizational knowledge base

With the **Content Library**, the document creation teams can quickly tap into the enterprise knowledge base and make use of the most relevant expertise available, while focusing their efforts on creating accurate and compliant Grant Proposal documents.

The Content Library offers a repository of best practice content, approved legal information, up-to-date product data, and compliant templates:

- Access the Content Library conveniently from within your authoring application (Word 2003)
- Search, browse, find, preview, and import library content
- Easily publish Grant proposals, proposal sections, and boilerplates

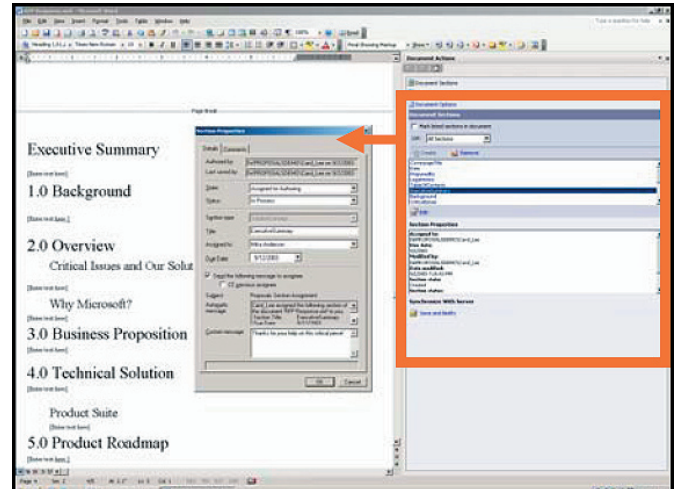
Improve document management and collaboration



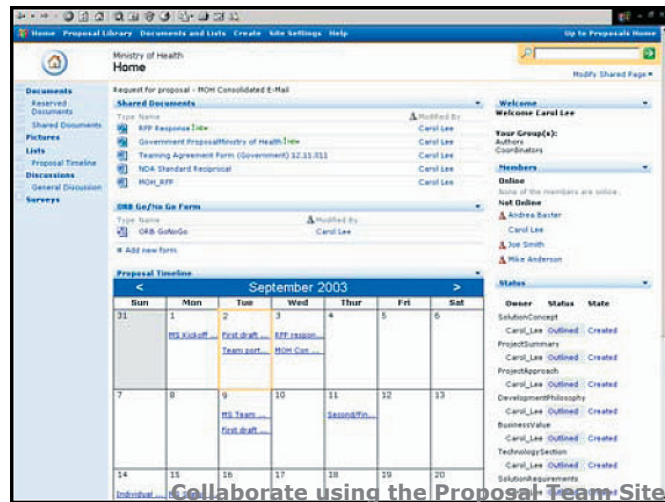
Access the Content Library from the Word Task Pane.

Use the Grant Accelerator Portal as a central location for document access and collaboration to compose Grant Proposal with improved quality and accuracy.

- Provide central team web site including compliant template, shared documents, team calendar, team members, and customer overview
- Ensure access to latest version of documents and content
- Secure collaboration environment to control confidential and sensitive information
- Comply with standards and formats required by your regulatory and organizational policies
- Measure progress of Grant Proposal completion with progress dashboard



Create and manage proposals within the Word Task Pane.



Collaborate using the Proposal Team Site

Work more productively with tools you already know

Empower public sector professionals and Grant Proposal teams by extending familiar tools to perform authoring, management, and collaboration tasks. Using the Word Task Pane allows teams to focus on the task at hand, rather than the tools being used, creating higher quality Grant Proposal documents in less time.

All Grant Proposal document creation actions are available from within the familiar Word Task Pane:

- Author, search, preview and import content
- Assign sections to authors including notification and reminders
- Create, remove and assemble sections
- Select sequential or parallel work style

Increase project control

Using the Grant Accelerator's Analysis Forms, team members can ensure systematic analysis of Grant Proposal project to focus on pursuing the most cost effective process. Using the power of InfoPath, the creation teams can create, fill, use and store templates to analyze the productivity of projects.

Utilize your enterprise technology today to create more high quality and winning Grant Proposals

The Microsoft Office RFP Accelerator takes advantage of your existing investments into Microsoft technologies. Furthermore, the use of familiar, easy-to-use software tools, such as Microsoft Word, Office and Windows SharePoint Services, increases your adoption rate.

About Us

BPMB is technology consulting firms specializing in developing Microsoft .NET applications and Microsoft Office Systems solutions. As a Microsoft Certified Partner and an Early Adopter Partner for the Microsoft Office Solution Accelerator for Proposals, we have been involved in deploying the solution with public sector and education organizations to streamline and save costs involved with the RFP and Grant Proposal creation process.

Visit us at: www.bpmbinc.com



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