



Financial, budget and project management → Staff augmentation → Business process mapping.

CAPABILITIES STATEMENT

Making it happen...when YOU want it done

Excellence

Integrity

Performance

PRIMARY CONTACT

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NAICS

541611 – ADMINISTRATIVE
AND GENERAL MANAGEMENT
CONSULTING SERVICES

541219 – OTHER
ACCOUNTING SERVICES

541618 – OTHER
MANAGEMENT CONSULTING
SERVICES

561499 - BUSINESS SUPPORT
SERVICES

561110 - OFFICE
ADMINISTRATIVE AND
LOGISTIC SERVICES

561320 – TEMPORARY
STAFFING SERVICES
(PMO SUPPORT)

561410 – DOCUMENT
PREPARATION SERVICES

SOFTWARE

Oracle, Deltek Costpoint, Cognos,
Hyperion, advanced Excel,
Sharepoint, FAA-Delphi, BPMS,
PRISM.

VIRGINIA LLC FORMED 2015
DUNS: 07-982-5080
CAGE: 7DFH6

WOMAN/MINORITY-OWNED,
SMALL DISADVANTAGED.

VIRGINIA SWAM #716654

SAM; EVA REGISTERED.

DDC Management Group is a professional services consulting firm specializing in providing strategic, cost effective performance solutions to government entities.

Our service approach is to address our customer's unique operational challenges in a proactive and responsive manner while driving business performance improvements at the most economical price point.

PROGRAM AND PROJECT MANAGEMENT SOLUTIONS

- ✓ Program/project management solutions that manage schedule, scope, risk, and budget
- ✓ Contract administration and closeout
- ✓ Grant proposal evaluation, research, administration, and closeout
- ✓ Business rule compliance with applicable laws, rules, and regulations

BUSINESS PROCESS SOLUTIONS

- ✓ Define business processes, methodologies, system modeling, design and execution.
- ✓ Workflow analysis and improvement
- ✓ Training and knowledge management
- ✓ Standards and policy development
- ✓ Technical communication writing: SOPs, handbooks, user guides, training manuals

FINANCIAL AND BUDGET SOLUTIONS

- ✓ Financial forecasting, reconciliations, financial statement preparation support, budget formulation and execution, transaction execution, procurements
- ✓ Identification of functional and technical requirements associated with implementation and sustainment of financial management capabilities
- ✓ OMB 300 budget submission and reporting support
- ✓ Pricing models for new business, re-competes, and engineering change proposals
- ✓ PMO financial dashboard, EVM and CDRL reporting
- ✓ Strategic staffing augmentation across entire business process cycle

CUSTOMER DELIVERABLES:

- ✓ Improved business financial system workflow functioning, which increased processing productivity and transaction execution
- ✓ Developed written program procedural guides and targeted PowerPoint training presentations advising business rules, processes and applicable appropriation laws
- ✓ Developed appropriation law interpretive guidance statements and memorandum

CLIENTS PRINCIPAL SERVED:

FEDERAL AVIATION ADMINISTRATION

DEPARTMENT OF DEFENSE – BRAC MARK CENTER

NATIONAL GEOSPATIAL AGENCY

PRINCIPAL PREVIOUSLY EMPLOYED BY:

DEPARTMENT OF TREASURY, GENERAL DYNAMICS, SAIC