LINDA G. CHATMON

Linda Chatmon is the sole principal of Contracts and Grants, LLC and several other brands, all of which contribute to the growth of small businesses through contracts and grants, technology, and e-learning. A Subject Matter Expert in Federal and Defense Acquisitions, she has 22 years of experience in Federal Acquisition Proposal/Contract Support, Program Management and is also a contractor. Through the direction of Ms. Chatmon, Contracts and Grants has been responsible for more than 2.2 Billion dollars in contracts and grant negotiations and awards since 2011, of which 356 Million was awarded. This was accomplished with various clients with various agencies, in various countries, in the areas of Information Technology, Construction, Telecommunications, Facilities Maintenance, Facilities Management, Logistics, Operation and Maintenance and Base Support as well as a variety of and numerous GSA Schedules and 8a certifications. Contracts and Grants operate globally, and have been particularly successful in SW Asia.

As an entrepreneur with a diversified portfolio, Ms. Chatmon owns The App Diva, LLC, a technology firm that specializes in application development, with a focus on the needs of entrepreneurs, small businesses, entertainers, travelers and celebrities. Working with hundreds of firms over the span of her career, Ms. Chatmon recognized that there were common denominators of small business owners and created a suite of apps to accommodate those unique and diverse needs. Other brands include: Person Behind The Brand, a web series dedicated to showcasing who we are behind our brands; PARS (Performance Assessment Rating System) a web based tool that provides small businesses a way to ***demonstrate*** their ability to be successful contractors, and TEN (Teaming Exchange Network) an algorithm driven technology tool that matches up PARS participants with each other to maximize teaming relationships. She is the author of 2 books titled, The Road to Government Contracts, and Grantworthy. A third book, based on Ms. Chatmon's personal journey on The Road to Government Contracts is slated to be released this summer.

Ms. Chatmon attended the University of North Carolina, and prior to entrepreneurship, was employed as a paralegal and responsible for contract administration and management for a large pharmaceutical corporation headquartered in Osaka Japan. Ms. Chatmon's responsibilities included contract negotiation, contract administration, and protocol compliance for clinical trials.

A native of North Carolina, and resident of Washington DC suburbs for more than 20 years, Ms. Chatmon now resides in McDonough, GA. She has two adult children, Michael an auditor for the State of Georgia, Jocelyn a Case Manager for Homeland Security in Washington DC, and grandson Jason.

LINDA G. CHATMON
1005 Odelle Circle
McDonough, Ga 30253
678-490-1036

Statement of Qualifications: Twenty -two years as the founder and CEO of a consulting firm that specializes in the growth of small business through contracts and grants, technology and E-Learning platforms.

PROFESSIONAL EXPERIENCE
Contracts and Grants, CEO **1995-Present**

- Provided Business Development, RFP Response Management and contract support services for various agencies, companies, and individuals
    - Proposal Management
    - Proposal Writing
    - Contract Administration/Management
    - Teaming/Joint Venture Negotiations
    - Subcontract Management
    - Mentor Protégée Coordinator
    - Cost Price Analysis/Narratives
    - SBIR's/STTRS
    - Small Business Certifications
        - 8a
        - Hubzone
- Grant writer for Non-Profit Organizations
- Knowledge of Federal and Defense Acquisition Regulations
- RFP Response Development for a variety of government contractors, for a variety of industries, for a variety of agencies
- Management of individual and collective efforts including global collaborations in virtual environments

ACHIEVEMENTS
- Responsible for the management of more than 2.2 Billion Dollars in contract award negotiations of which more than 358 million dollars was awarded since 2011.
- Awards in US CENCOMM AOR's (Afghanistan) and other Global Markets
- Proposal Manager for one of 20 awardees for 2.8 Billion Dollar Logistics IDIQ
- 52 GSA Schedule Awards (100%)
- 32 8a Certifications – (98%)
- Certified Quality Control Manager – Army Corps of Engineers
- Development of Comprehensive Proposal Management Process
- Development of 100 Million Dollar Strategic Plan AND Past Performance in having achieved it
- Negotiations with Large Primes (CACI, ITT, Raytheon)

Executive Director
POWER Associates, Inc. (Providing Opportunities for Welfare Reform) 1995-2000

- Founded Non-Profit Workforce Development/Life Skills Training Company to serve hard to serve employment population
- Successfully completed 501(c)3 Application to IRS (Awarded)
- Managed Corporate Vision and Fiscal Responsibilities including day to day Operations
- Identified, Developed, & Implemented Funding, Marketing, and Contracting Strategies and Opportunities through the development and submission of RFP's
- Developed and submitted unsolicited proposal for Government funding which was subsequently awarded
- Project Manager for the development of training curriculums

Individual Consultant

- Subcontracted with 8a Firm in the area of costing and service delivery for multiple government agencies
- Subcontracted with Non-profit Organizations in the area of corporate development (proposal/grant writing)
- Subcontracted with staffing agency for Leadership Training & Development for staff and corporate clients to include Performance Improvement Plans (PIPS) and Customer Service Training
- Developed and implemented workforce development recruitment program to meet the needs of entry level positions for staffing agency (Atlanta) resulting in 200% increase in positions and staff
- Facilitated Empowerment Workshops for National, State, and Local government agencies
- Motivational Speaker for various non-profit organizations and community based organizations
- Featured Keynote Speaker for United States Department of Labor, United States Department of Commerce, United States Small Business Administration
- Served on various workforce development boards, panels, committees

Otsuka Pharmaceutica, Inc. Legal Administrator (1993-1997)

- Contract Administration for Clinical Trials
- Response to Interrogatories
- Assistant to General Counsel
- Marketing Administrator (1993-1995);
    - Created Marketing Documents and Coordinated Marketing Activity for Sales Reps
    - Liaison between Company and Fulfillment Houses
    - Liaison between Company and Sales Force

Oncor Communications (Supervisor/Activations (1991-1994); with National Academies Travel as Meetings and Conventions Manager (1987-1990); RMS/Worldwide Travel as Travel Agent (1982-1987).

EDUCATION

Southern California University for Professional Studies Santa Ana, CA
AA Paralegal Studies, 1997 Completed Contracts I, II and Torts I of Juris Doctorate Program

University of North Carolina - Chapel Hill, Chapel Hill, NC (1979-1981)

* References available upon request.

Xavier Peoples
Atlanta GA, 30317
Xavier.Peoples@gmail.com
(678) 231-5840

EXPERIENCE

U.S. Trust/ Bank of America — Atlanta, GA
Private Client Associate/ Vice President — September 2016 – Present

- Manages a team of 8 individuals who serve a book of 35 million dollars in assets under management.
- Deepens banking and investment relationships with clients with 3 million dollars or more.
- Act as trusted advisor to, and an advocate for, clients and prospects; facilitate integrated recommendations that encompass fiduciary investing, high end credit facilities, and wealth in planning
- Prospect, network and develop new business opportunities
- Effectively build and manage a book of relationships and act as relationship lead accountable for the client's experience

Zurich North America — Atlanta, GA
Regional Finance Manager/ Credit Risk Analyst — March 2013 – Present

- Manage credit risk, market risk and operational risk of over 400 mid size and large companies totaling 4 billion dollars.
- Responsible for analyzing and rating companies based on their income statements, balance sheets, statement of cash flows, key performance indicators, scorecards and P/L statements to determine the overall financial health of companies and their creditworthiness.
- Write thorough analysis of company's financial performance and creditworthiness.
- Mitigate credit risk by negotiating collateral requirements for each deal based on past losses and forecasted losses.
- Participate in sales and marketing meetings by presenting financial presentations to prospected accounts and insurance brokers.
- Work closely with insurance underwriters to make sure that Zurich is in the best position to acquire new business by aggressively setting collateral.
- Manage four Financial Analyst controlling workflow, training, and developing performance plans.

Union Bank of California — San Francisco, CA
Senior Business/ Credit Analyst/Assistant /Vice President — December 2009 – June 2012

- Promoted after a year to Sr. Business/Credit Analyst reporting to Executive Vice President of Credit Risk Reporting
- Reviewed commercial, commercial real estate, agricultural, construction and land development loan files of moderate complexity to determine: the borrower's capacity to pay (e.g. balance sheet and income statement); protection (i.e. amount of collateral); performance (e.g. history of payment, level of past-due, cash flow analysis); and the bank's underwriting and credit administration practices (i.e. terms and structure of loan, conveyances and payment terms)
- Responsible for specific commercial credit portfolio sectors or lines of businesses as 2nd Line of Defense to monitor ongoing and incipient concentration risk and risk of credit loss in the Bank's credit portfolio.
- Supported line of business, Credit Administration and Credit Reserve Methodology Analytics team to estimate loan and lease loss reserves and credit migration for the Allowance for Credit Loss process.
- Prepared graphs and basic trend analysis for both monthly and quarterly reporting including analysis of changes between reporting periods.
- Established independent advisory relationships with Relationship Managers in the lines of business and Commercial Credit Administration to develop credit portfolio exposure strategies, undertake tactical risk management solutions to manage those strategies, and ultimately drive portfolio risk optimization.
- Participated in work streams related to the implementation of Basel II and other regulatory compliance initiatives

Union Bank of California — San Francisco, CA
Senior Financial Analyst/Assistant Vice President — September 2008 – December 2009

- Provide complex information and analysis to ensure that the overall credit portfolio management process is accurate and sound
- Lead and participate in audit projects in one or more areas within the department. Under minimal supervision, perform all audit assignments and tasks in the area(s) of audit responsibility, regardless of variety and complexity
- Work closely with the parent company to ensure results reported are accurate, produced within required deadlines, and managed in a controlled process. Communicate with senior management and the parent company on potential reporting issues and propose solutions and alternatives
- Served as IT liaison working with business units throughout the enterprise to add proper data elements to pertinent reports as reporting requirements changed

Wachovia Retail/ Securities N.A — Atlanta, GA

Senior Financial Planner and Specialist September 2005 – May 2007

- Ranked top 5 Salesman out of 75 people in the same position exceeding investment, deposit, and loan goals on a monthly basis. Report to the Senior Vice President
- Serve high net worth customers' total financial service needs resulting in greater market share, wallet share and profitability. Develop the structural framework for administering budgets, business development goals and objectives, staffing models, schedules and performance standards
- Directly administered Personal Trust accounts including, estates, investment management, custodial and guardianship accounts. Serve as a part of the Relationship Management Team working closely with Wealth Strategists, Portfolio Managers and external advisors to define and meet clients' tax, financial, estate planning, and banking goals and objectives

Federal Reserve Bank of Atlanta Atlanta, GA
Financial Analyst May 2001 – September 2005

- Provided financial analysis and reports for bank holding companies and their subsidiaries. Edited and analyzed highly complex financial data collected from financial institutions, bank holding companies, and non-bank entities in the 6th District for use in developing economic policy and conducting bank supervision and regulation activities
- Reviewed accruals and reconciliations to the banks general ledger. Maintained cash reserve requirements schedules and aging analysis. Tracked fixed assets, realized and unrealized gains and losses. Ensured proper allocation of items to the general ledger
- Worked closely in facilitating quarterly training workshops for 100 respondents (bank Presidents, CFOs, CPAs) on regulatory reporting, report preparation and analytical support (investigations, summaries, spreadsheets)
- Trained 3 interns on small bank holding company financial reports for holding companies owning, at minimum, 25% of banks with assets less than $150 million. Reviewed team transmission, edited explanations and worked closely with Director to delegate assignments in order to meet high-priority and pre-established deadlines

EDUCATION

Investment Banking Institute Atlanta, GA
Intensive financial modeling and valuation training program October 2012

- Performed company valuations utilizing (i) comparable public company analysis, (ii) precedent transactions analysis and (iii) discounted cash flow (DCF) analysis
- Built fully-integrated financial statements projection model, LBO model, accretion/dilution merger models, including ability to run operational and capital structure sensitivities within models and data tables for sensitivity analysis

University of West Georgia Carrollton, GA
Bachelor of Science May 2004

- Business Administration: Finance

ADDITIONAL

Skills: MS Word, Excel, PowerPoint, Access, PeopleSoft, Business Objects, Oracle, Quick Books, Pegasis and SQL
License: Series 6 & 7
Boards: Atlanta Police FoundationYoung Guns), Boys and Girls Club (Fulton County), Sweet Auburn Works, Citizens Trust Bank Advisory Board (2016), Influencer Coalition