



Covenant Business Solutions

3401 12th Street NE, #4566, Washington, DC 20017

COVENANT BUSINESS SOLUTIONS, LLC, CAPABILITIES STATEMENT

A Service-Disabled Veteran-Owned Small Business

Covenant Business Solutions, LLC, combines more than 20 years' experience with client-service excellence, setting Covenant Business Solutions apart from the rest. Working with clients in the private, education and government sectors, we deliver specialized services in four key areas – association management, meetings management, information technology services and media services, helping to push your business efforts forward. ***“Our goal is your success”*** and our experience, commitment to superior client service and work ethic will help you meet your business goals.

We specialize in the following service sectors to meet your business needs:

- **Association Management** – The Covenant Team is well known in many non-profit associations encompassing many diverse arenas including medical, dental, and engineering. Our Management Services include:
 - Administrative Services
 - Membership Recruitment & Retention
 - Educational Programming with certification
 - Grants
 - Member Service Programs
 - Accounting
 - Publications
- **Meetings Management** – Our dedicated and knowledgeable staff is available to assist with your meeting, convention or tradeshow needs to ensure event success. From planning to on-site logistics, we focus on wide range of event services to maximize attendance and minimize costs. We also offer post-event services to guarantee all costs have been accurately reflected. Our meetings management services include:
 - Site selection
 - Registration
 - Lead retrieval
 - Audio/Visual support
 - Abstract management
 - Logistics
- **Media Services** – Providing a full array of marketing and public relations services, we help to drive your bottom line and deliver results. Covenant Business Services implements strategic marketing and communications initiatives to your business model to gain the media coverage that you expect. Our services include:
 - Message development
 - Media training

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- Multimedia press kits
- Social media integration
- **Website Design and Development** – Professional website design and development includes graphic design and branding services. Our team is located in Littleton and available for in-person meetings if needed. Specific areas of expertise are the following:
 - SEO framework
 - CMS knowledge (WordPress, CMSMS, Drupal, and Joomla)
 - Website Management
 - Custom Development for CMS's, Plugins, and API's
 - PHP, Java / JavaScript, HTML/HTML5, CSS/CSS3, MYSQL
- **Content Development and Distribution**
 - Organic SEO, articles, press releases, blogs, web page content, paid Search Engine Marketing on Google AdWords, LinkedIn and Facebook, Social Media Marketing in tandem with content development.
- **Information Technology Services** – Designing, implementing and managing business processes that work is our expertise. Excelling in innovation, flexibility and integration with technology, we aim to increase efficiency, your return on investment and productivity. Not only does Covenant Business Solutions manage your IT infrastructure by examining your current business model, we also offer a selection of award-winning webinar and web-casting solutions to expand your global presence.
- **Architectural Services** – Our consultant has extensive experience in the commercial and residential sectors; with over 30 years planning, designing, and coordinating and scheduling many projects. We have in-depth understanding of all phases of A/E services including the preparation of designs, plans, specifications, estimates, record drawings, miscellaneous studies and reports, surveys, construction support services, and construction management for projects.

The Covenant Team experiences include:

- A/E Consultant
- Executive Director
- Director of Programs
- Director of Professional Development
- Grants Writing/Submission
- Certified Meetings Planner (CMP)
- Booking
- Information Systems Analyst
- Information Systems Architect
- Network/Desktop Systems Engineer
- Marketing and Public Relations Specialist

Our team members have worked with a number of diverse organizations and performed in a number of positions. This is a list of some of those organizations:

- International Ultraviolet Association
- Native American Housing Council
- Community Financial Services of America
- U.S. Army Corps of Engineers
- The Society of Geriatric Cardiology
- The Society of American Military Engineers

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- Society of Vascular Medicine and Biology
- The Society of Hispanic Professional Engineers
- Advancing Hispanic Excellence in Technology, Engineering, Math and Science (AHTEMS)

Covenant Business Solutions is available to assist you with your next conference, product launch or webinar and help you captivate the attention of your audience. For more information about our services and how we can help your business strategies, please visit: <http://covenantbusinesssolutions.org/>

Full Legal name: Covenant Business Solutions, LLC

DUNS: 827798864

Tax ID: 26-3961232

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