



APMP[®]
PACIFIC NORTHWEST
CHAPTER

<http://apmp-pacificnw.org>

APMP Pacific Northwest Chapter News

October 2020

Vision Statement

Be our members' preeminent professional development resource by providing meaningful industry engagement, increasing national recognition, and promoting the highest caliber of business development.



Hot Tip of the Month

Bid Planning

In our world where we manage multiple bids at one time, bid planning can keep you organized and ensures you identify all requirements early. It is the list of what actions, documents and reviews you need to submit. Bid planning is often owned by a bid or proposal manager, but you need the capture manager's contribution.

Bid plans can be created in a variety of software tools. A favorite is to the Bid Plan in MS Excel, because it allows the use of columns and update for team access. However, MS Word tables work, too.

Headline information includes the Opportunity Name and ID, Customer, Date Due, Customer Reference Number and the date received. Then list the actions needed for your standard process (Review with the capture manager, kickoff meeting, color reviews and submission) and the department that is responsible. A template created with this base information speeds up the planning. Add the additional actions and the documents required of the proposal and preliminary due dates working back from the submission date. Deliverables checklist and a consolidated bid schedule can be separated sections or tabs, or highlighted within the main action list.

The Bid Plan forms the basis for Kickoff meetings and status reviews with your team. It also provides good reference for audits and lessons learned.



WE NEED YOU!
TO MAKE IT HAPPEN

2021 PNW Chapter Elections are Coming!

Looking to get more involved and contribute to the future success of APMP's PNW Chapter? Now's

your chance!

Nominations for 2021 Board positions will be open through November 30. An email with further information on nominations will be sent in the next few days. APMP-PNW members in good standing may choose to run for these open Board of Director positions:

- Chair
- Events Chair
- Membership Chair
- Secretary

The responsibilities/duties of each Board member position are listed in our by-laws available on the APMP-PNW website (<http://apmp-pacificnw.org/about/by-laws/>).

If you have any questions, or would like further information, please contact the Board at communications@apmp-pacificnw.org.



Member Highlight

The Pacific NW BOD continues our Member Highlight series. This month we are pleased to highlight Diana Parker.

What company do you work for and what is your current role as it relates to proposal management?

I lead Microsoft's global Proposal Center of Excellence which I set up in November 2019

How long have you been a member of APMP (and what is your history with other chapters/boards)? What made you decide to join APMP?

I have over 20 years of sales and sales leadership experience so have seen my fair share of proposals in that time but I am new to the Proposal Management profession and have only just joined the APMP. I was asked to set up a global proposal support function in November 2019 and as part of that I sought industry best practice which led me to the APMP, when I secured full funding for the newly formed Proposal Center of Excellence in July 2020 it seemed like the right time to join the APMP which I did in August.

Can you share a hobby or personal fact?

Originally from the UK, I moved to the Pacific North West in August 2019. My wife and I have taken up hiking and although we stick to 5 miles or less, we're finding some amazing places to explore and are loving the environment here.



Act now! New APMP members get 15 months for the price of 12.

APMP is looking to grow, and is offering new members extra value for their membership. As a member, you have access to the Book of Knowledge, templates and tools, webinars and articles to enhance your processes. You also have access to the national job board to find a new role. Go to the APMP information [page](#) to learn more.



Networking and Learning

In an effort to provide our members with multiple opportunities to connect, network and learn from

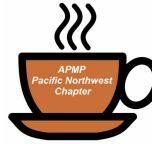
each other, we will continue to offer our bi-monthly **Lunch & Learn Webinars** alternating with a monthly **Coffee Talk**. While the Lunch & Learns will feature presentations by industry recognized experts, the Coffee Talks are meant to be more informal and provide an avenue for us to get to know each other better. We look forward to meeting with you soon!



As an added bonus, after each **Lunch & Learn**, we will be randomly selecting one attendee to receive a prize for their attendance. The prize next month is a Starbucks gift card.



Lunch & Learn Webinars



Coffee Talks

Coffee Talks and Lunch & Learns will begin again in January 2021.



Job Postings



Do you have a proposal or business development position to fill? Let our members know. Send an email with job information to communications@apmp-pacificnw.org, and we will post it to our [website](#).



Benefits of Membership



Certification Opportunities

APMP offers the world's first, best and only industry-recognized certification program for professionals working in a bid and proposal environment. APMP certification is the global standard for developing and demonstrating proposal management competency.

Achieving APMP Certification:

- Demonstrates a personal commitment to a career and profession.
- Improves business development capabilities.
- Creates a focus on best team practices.
- Gains the respect and credibility of peers, clients and organizational leaders.
- May result in additional compensation.
- Reinforces bid/proposal management as an important role within an organization and not as an ad hoc function that anyone can perform.

Visit the [APMP Website](#) to Learn More!



Is your proposal team growing? Consider APMP Corporate Membership

There are multiple benefits to Corporate Membership. Cost savings, marketing, resources, and more. Visit APMP's [Corporate Membership page](#) to learn more.





PNW Chapter - Join our mailing list today!

Just send us your email address by text message:

Text
JOINPNWAPMP
to **22828** to get started.



Message and data rates may apply.