

OVERVIEW

Elan International LLC (Elan) provides comprehensive consulting services and products to support our clients' development, both domestically and internationally. In operation since 1997, Elan International's Maryland based headquarters has five functional areas – Conference Facilitation and Logistical Support, International, Management Consulting, Technical and Administrative Support, and Information Technology. Elan also has developed alliances with a number of organizations, which enable the company to bring the best team together to provide the right solutions to address our clients' needs.

Elan International's President, CEO and Founder, Phyllis Shearer Jones, MBA, has several years of experience in both the private and public sectors. Elan's team of highly qualified personnel focuses on providing our clients with exceptional customer service. With our approach combining a fine blend of clear objectives, accountability and involvement with our clients, Elan International has been successful in addressing our clients' needs.

CORE COMPETENCIES

Our specific core competencies include:

Conference Facilitation and Logistical Support

- Complete conference, event and meeting facilitation services from pre-event to post-event activities
- Sponsor and Speaker Solicitation
- Venue Identification and Contract Negotiations
- Registration Management
- On-site Logistics
- Post-Event Follow Up

International

- Trade Capacity Building
- Conferences & Workshops
- International Trade Policy
- Training
- Orientation Visits
- OPIC Project Financing/Feasibility Studies
- International Business Development
- Women's Development & Gender Issues
- International Health

Management Consulting

- Training
- Grants Management
- Social Marketing and Outreach Services
- Marketing Strategy Development
- Survey Research and Evaluation
- Operational Reviews/Business Planning

Technical and Administrative Support Services

- Contract Management
- Editorial and Proofing
- Graphics
- Project and Program Management
- Research
- Staffing
- Technical Writing
- Word Processing

Information Technology

- Database Development and Support
- Network Systems Services
- Facilities Support Services
- Document Imaging
- Help Desk Support
- Training

NAICS CODES

- 541513 Computer Facilities Management Services
- 541519 Other Computer Related Services
- 541611 Administrative Management and General Management Consulting
- 541613 Marketing Consulting Services
- 541618 Other Management Consulting Services
- 561210 Facilities Support Services
- 561920 Convention and Trade Show Organizers
- 611430 Professional and Management Development Training

CERTIFICATIONS

- Small Disadvantaged Business (SDB)
- 8 (a) Certification
- Woman Owned Business
- Maryland Small Business Reserve Program

PROFESSIONAL AFFILIATIONS

- Maryland/DC District Export Council
- National Small Business Association
- U.S. Women's Chamber of Commerce
- Meeting Professionals International

PARTIAL CLIENT LIST

Government

- U.S. Trade & Development Agency
- Department of Commerce
- U.S. Agency for International Development
- Department of State
- General Services Administration
- Federal Aviation Administration
- Department of the Army

Private Sector

- Chemonics International
- Carana Corporation
- 3M Corporation
- Eastman Kodak Company
- Warner Lambert Company (now part of Pfizer, Inc.)

International

- Uganda Investment Authority

Trade Associations

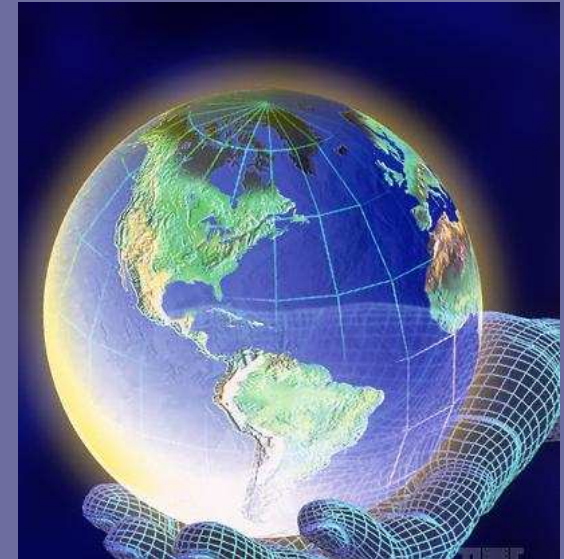
- Corporate Council on Africa

Colleges and Universities

- Montgomery College
- Highline Community College

Elan International LLC

“Providing Outstanding Client Satisfaction Since 1997”



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