



**Prime Contractor  
\$15,072**



**Writing and Design Support for  
Program Review Materials for the  
Office of Indian Energy & Economic  
Development**

**Period of Performance  
August 2007 – December 2007**

TBC Solutions created several marketing pieces for the recently formed Office of Indian Energy and Economic Development, including writing and designing a 20 page saddle-stitched booklet, a barn-door folded summary brochure, and five individual brochures, one for each division.

- Conducted informational interviews, gathered existing marketing materials, and wrote the content for each marketing piece.
- Incorporated comments and edited multiple drafts for each marketing piece.
- Creation of original graphics, gathering photos, including a search for historical drawings, and manipulation of photos for adherence to print specifications.
- Graphic design and layout for each marketing piece.