



Vision: Conduit for results driven engagement and professional development one client at a time.

Capability Statement

Mission Statement:

CGE exuberantly offers mastery in the areas of meeting facilitation and professional development services to companies and organizations in a collaborative process of execution.

Company Overview: C&G Enterprises Unlimited, LLC is an MWBE company committed to helping businesses and organizations maximize their strengths and achieve their goals in the areas of meeting facilitation, professional development training and decontamination services for small businesses and event spaces.

Services:

Meeting Facilitation

- Facilitate conferences, workshops, strategic planning sessions, council/committee meetings and focus group meetings
- Assist with sourcing ideal meeting location and meeting format (live, virtual or hybrid)
- Provide graphic design support services
- Prepare agendas, presentations, and other relevant meeting materials as required
- Establish ground rules that govern meeting structure
- Select appropriate methods and tools that will enable participants to achieve results
- Arbitrate and capture issues surrounding conflicts, delegate responsibilities and track issues needing resolution
- Create an environment that allows for civil dialogue; ensure all voices are heard equitably
- Coordinate larger community scoping sessions to foster wide and diverse input
- Summarize meeting notes and/or reports
- Provide multimedia support services, i.e. photography, videography, powerpoint presentations, etc.

Professional Development:

Leadership & Life Skills

- Human Relations – Dealing with Difficult People Differently
- Emotional Intelligence – Leading with Compassion
- Productivity – Making Success A Habit
- Get it Done!!! – Moving from the Valley of Procrastination to the Mountaintop of Completion

Team Productivity & Customer Service

- Perfecting Personality Profiles
- Mission Management
- Collaboration vs. Competition is the Key to Success
- Values Based Leadership and Service



C&G ENTERPRISES UNLIMITED, LLC

Presentation Skills

- PCP Formula – Presenting with Poise Confidence & Personality
- Overcoming Your Fear of Public Speaking
- How to Communicate Like a Pro
- How to Position Yourself as an Expert with Credibility & Integrity

Decontamination Services

As COVID-19 changed the way we do business, we began providing decontamination fogging services for small businesses and event spaces to assist them with staying open safely. Our services include:

- On-site Contamination Assessment
- Complete Sanitation Process
- Post Contamination Assessment
- Follow Up Report
- C&G Sanitation Certification Seal



Core Competencies

- Commitment to Excellence
- Emotional Intelligence
- Public Speaking & Meeting Facilitation
- Strategic Partnerships
- Results Driven Strategies
- Leadership Training & Development
- Volunteer Coordination & Management
- Production Management

NAICS Codes

- **541611** Administrative Management and General Management Consulting Services
- **611430** Professional Development Training
- **561720** Professional Decontamination Services