

# SYNCADD

Strategically connecting data and decisions.



## POLICY & PROGRAM MANAGEMENT

Achieving success within a program requires a clear mission defined by strong goals, long-term vision, well-defined policy, and strategic communication — areas within which SYNCADD excels. Our technical and managerial experts will help you manage day-to-day operations, develop obtainable goals and a long-term plan, secure stakeholder support, and prepare and execute policy, guidance, and outreach.

As a trusted advisor within the IGI&S Community, SYNCADD implements solutions designed to help programs meet their goals and realize their potential. We provide this through:

### Policy Support

We draft and update policy, program, and QAP-related documents on behalf of our clients and distribute accordingly once approved. In fact, SYNCADD assisted in the drafting of every policy and guidance document developed by

the OACSIM IGI&S Program, has written every published OACSIM IGI&S QAP, developed the SDSFIE 3.1 Army Adaptation, and authored the IGI&S Common Installation Picture (CIP) / Real Property Inventory (RPI) Reconciliation Guidance document.

### Program Management

Our SYNCADD team supports program management with effective communications, processes, standards, and tools to improve responsiveness and program effectiveness. We manage day-to-day responsibilities such as resource management and cost control while ensuring all duties and related staff are supported.

### Policy Support

- Draft and Update Guidance, Planning, & Memorandum Documents
- Develop Quality Assurance Plans (QAPs) & Monitor Adherence Status
- Support SDSFIE Family of Standards Model Development, Documentation, & Implementation
- Provide Program Communication & Outreach

### Program Management

- Project and Portfolio Management (Scope, Cost, Communications, Human Resources, Time, Procurement, Stakeholder, Quality, Risk, Change, & Integration Management)
- Lifecycle Management
- Client Relations
- Strategy & Policy Support
- Performance & Risk Analysis
- Requirements Analysis
- Workflow Process Analysis
- Continuous Process Improvement
- Operations and Delivery Support
- Quality Assurance / Quality Control
- Client / Staff Training & Workshops
- Proposal Development / Negotiations
- Return on Investment (ROI) & Cost-Benefit Analysis
- Program Efficiency / Cost Savings Identification & Implementation
- Systems Engineering



### Corporate Headquarters:

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### SYNCADD Services:

- Real Property, Facilities, Space Management, & Space Utilization
- Geospatial Solutions
- Enterprise Solutions (System Development, Deployment, and Support)
- Policy & Program Management
- IT Services and Custom Software Development

**Certified Woman-Owned Small Business (WOSB)**

