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Dr. Sara McNeil
University of Houston
Farish Hall, Mailcode: H5027; Room 315
4800 Calhoun Rd. Houston, TX, 77004

December 1, 2013

Re: Letter of Recommendation for Lana Kay Coble, CPC

Dear Dr. McNeil,

I am pleased to recommend Lana for the University Of Houston College Of Education Scholarship. I had the opportunity to work with Lana on the Interagency Mentor Protégé Program (IMPP), a business development program offered by four local governmental agencies.

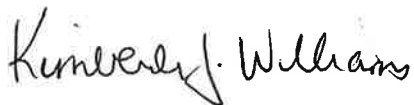
The IMPP is a sustainability and capacity building partnership with the City of Houston, METRO, Port of Houston Authority and the Houston Independent School District. The mission is to provide professional guidance and support to facilitate business growth and development. Lana volunteered and served as a mentor for IMMP.

Lana's contribution was instrumental to the success of the program, specifically in the area of Request for Proposals (RFP). The ability to effectively complete a Request for Proposals is a key component of any business seeking to work with the government. Lana developed and taught the entire curriculum, including creating a sample RFP exercise for the protégés to complete. Her teaching style was informative and engaging and considered a highlight by the participants. The protégés benefited tremendously from the curriculum and exercises Lana created and the instruction was a true value added for the program.

Lana's real world approach to teaching, as well her witty humor, created an open dialogue that proved to be an effective learning technique. We are pleased that Lana will return next year to continue and expand the curriculum that now serves as a model the program will utilize for years to come.

I respectfully ask for your consideration of Lana's request as I have seen firsthand her contributions as an instructor and hope she will have the opportunity to continue to share her talents with others.

Sincerely,



Kimberly J. Williams, J.D.
Vice President
Office of Small Business

Cc: Lana Kay Coble CPC
Project Executive
777 Benmar Dr, Ste 400
Houston, Texas 77060