Overview of the NASA Mentor Protégé Program

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NASA HQ

www.nasa.gov
NASA’s Mentor-Protégé Program has been authorized by the Small Business Administration to operate for 5 years

- 1 of 3 Federal Agencies authorized to operate separate Mentor-Protégé Programs
  - Department of Energy
  - Department of Homeland Security
  - National Aeronautics and Space Administration
- Waiver did not include the following Agencies:
  - Department of Defense and Federal Aviation Administration
- 7 Agencies/Departments Mentor-Protégé Programs were consolidated with the SBA’s All Small Mentor-Portege Program
# NASA and SBA Mentor-Protégé Program (MPP) Comparison

<table>
<thead>
<tr>
<th></th>
<th>NASA’s MPP</th>
<th>SBA: ALL SMALL MPP</th>
<th>SBA: 8(a) MPP</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>APPLICATION</strong></td>
<td>• Centers own the Mentor-Protégé Agreements</td>
<td>• Centralized through Certify.SBA.gov</td>
<td>• Decentralized</td>
</tr>
<tr>
<td></td>
<td>• Available at <a href="http://www.osbp.nasa.gov">www.osbp.nasa.gov</a></td>
<td></td>
<td>• Application to District Office BOS</td>
</tr>
<tr>
<td></td>
<td>• Submit Mentor-Protégé application to Center Small Business Specialists</td>
<td></td>
<td>• Package of documents to submit</td>
</tr>
<tr>
<td><strong>SIZE</strong></td>
<td>Self-Certify @ <a href="http://www.sam.gov">www.sam.gov</a> or SBA Certification (i.e. HUBZone and 8(a))</td>
<td>Self-Certify @ <a href="http://www.sam.gov">www.sam.gov</a></td>
<td>8(a) eligibility requirements</td>
</tr>
<tr>
<td><strong>DOCUMENTATION REQUIRED</strong></td>
<td>Mentor-Protégé Agreement application, Protégé Application, Mentor Application</td>
<td>Application, Business Plan, Tutorial Certificates, MPA</td>
<td>MPA, Business Plan and documents required by District Office</td>
</tr>
<tr>
<td><strong>TERM</strong></td>
<td>Up to 3 Years</td>
<td>3 years with 3 years renewal</td>
<td>3 years with 3 years renewal</td>
</tr>
<tr>
<td><strong>PROTÉGÉ ELIGIBILITY</strong></td>
<td>SDVOSB, VOSB, WOSB, SDB/8(a), HUBZone, HBCU/MI, SBIR/STTR Phase I Ability One Program</td>
<td>Small Business WOSB, SDVOSB, HUBZone</td>
<td>8(a)</td>
</tr>
<tr>
<td><strong>PROTÉGÉ LIMIT</strong></td>
<td>2 Mentor-Protégé agreements over firm’s lifetime</td>
<td>Protégé may have up to 2 SBA MP relationships over firm's life time.</td>
<td>Protégé may have up to 2 SBA MP relationships over firm's life time.</td>
</tr>
<tr>
<td></td>
<td>Mentor may have unlimited Protégés at any one time</td>
<td>8(a) may transfer existing MPA to new Protégé</td>
<td>8(a)</td>
</tr>
<tr>
<td><strong>MENTOR</strong></td>
<td>Mentor may have unlimited Protégés at any one time</td>
<td>Mentor may have up to three protégés at any one time in the aggregate in SBA’s MP Programs</td>
<td>Mentor may have up to three protégés at any one time in the aggregate in SBA’s MP Programs</td>
</tr>
<tr>
<td><strong>JOINT VENTURE AGREEMENTS</strong></td>
<td>N/A</td>
<td>Not reviewed or approved by ASMPP</td>
<td>District Office BOS approves 8(a) JVs only</td>
</tr>
</tbody>
</table>
Program Vision

- A value-focused program
  - Aligned with NASA’s current and future strategy and mission
- Enhancing the capabilities
  - Ability to perform under prime contractors and subcontractors
- Foster long-term business relationships
- NASA Centric
- Clear guidance
Stakeholder Responsibilities

- **NASA Center Small Business Specialists**
  - Serves as point of contact at each Center
  - Responsible for the overall administration and management of their Center’s Mentor-Protégé Agreements
  - Reviews all Agreements received at the Center
  - Endorses the Agreement for final approval at NASA Headquarters (HQ)
    - Ensure that all agreements adhere to the NFS 1819.72 requirements
Stakeholder Responsibilities

- NASA Contracting Officers (CO):
  - Responsible for modifying Mentor-Protégé Agreements to existing contracts through contract modification
  - Provides endorsement in support of the Mentor-Protégé Agreement, prior to submission to NASA HQ
Steps to Participation

1. Confirm eligibility
2. Identify a partner
3. Conduct a needs assessment of the Protégé
4. Develop the agreement
5. Submit agreement to the recognized NASA Center
6. Agreement approval from NASA HQ
7. Agreement active upon contract modification
8. Comply with the Program reporting and review requirements
OSBP Website

Mentor-Protégé Program (MPP)

- Purpose
- Eligibility Requirements
- Benefits of Participation
- Types of Agreements
- NASA Responsibilities
- Agreement Evaluation
Mentor Application & Eligibility

- Mentor must have an active and approved NASA subcontracting plan
- Eligible for the award of federal contracts
- The potential Mentor must complete and submit the Mentor application
  - The Mentor application goes directly to NASA HQ
- Mentor approval is valid for 6 years
Protégé Application & Eligibility

- Protégés must complete and submit the Protégé application
  - The Protégé application is submitted with the Mentor-Protégé Agreement package
- Protégé can only participate in program twice
- Protégés must be classified as:
  - SDB/8(a)
  - WOSBs
  - HUBZone
  - VOSB/SDVOSB
  - Ability One
  - HBCUs/MIs
  - STTR/ SBIR Phase II
<table>
<thead>
<tr>
<th></th>
<th>Approved NASA Mentors</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>AECOM Federal Services, Inc.</td>
</tr>
<tr>
<td>2</td>
<td>Aerojet Rocketdyne</td>
</tr>
<tr>
<td>3</td>
<td>Assurance Technology Corporation (ATC)</td>
</tr>
<tr>
<td>4</td>
<td>CH2M Hill</td>
</tr>
<tr>
<td>5</td>
<td>CSRA, LLC</td>
</tr>
<tr>
<td>6</td>
<td>Engility Corporation d/b/a TASC, Inc.</td>
</tr>
<tr>
<td>7</td>
<td>Enterprise Services, LLC</td>
</tr>
<tr>
<td>8</td>
<td>Hamilton Sundstrand Space System</td>
</tr>
<tr>
<td></td>
<td>International, Inc.</td>
</tr>
<tr>
<td>9</td>
<td>Honeywell International, Inc. (Aerospace Division)</td>
</tr>
<tr>
<td>10</td>
<td>Honeywell Technology Solutions, Inc.</td>
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<tr>
<td>11</td>
<td>Jacobs Technology, Inc.</td>
</tr>
<tr>
<td>12</td>
<td>L3 Communications Vertex Aerospace, LLC</td>
</tr>
<tr>
<td>13</td>
<td>Leidos Innovations Corporation</td>
</tr>
<tr>
<td>14</td>
<td>LJ&amp;T Associates, Inc.</td>
</tr>
<tr>
<td>15</td>
<td>Lockheed Martin</td>
</tr>
<tr>
<td>16</td>
<td>Millennium Engineering and Integration Company</td>
</tr>
<tr>
<td>17</td>
<td>Northrop Grumman</td>
</tr>
<tr>
<td>18</td>
<td>OrbitalATK Flight Systems Group</td>
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<tr>
<td>19</td>
<td>PAE Applied Technologies</td>
</tr>
<tr>
<td>20</td>
<td>Raytheon Company</td>
</tr>
<tr>
<td>21</td>
<td>Science Applications International Corporation (SAIC)</td>
</tr>
<tr>
<td>22</td>
<td>SGT, Inc.</td>
</tr>
<tr>
<td>23</td>
<td>Sierra Lobo Corporation</td>
</tr>
<tr>
<td>24</td>
<td>Sierra Nevada Corporation</td>
</tr>
<tr>
<td>25</td>
<td>Southwest Research Institute</td>
</tr>
<tr>
<td>26</td>
<td>Teledyne Brown Engineering, Inc.</td>
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<tr>
<td>27</td>
<td>The Boeing Company</td>
</tr>
<tr>
<td>28</td>
<td>URS Federal Technical Services, Inc.</td>
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<tr>
<td>29</td>
<td>Vencore Services &amp; Solutions, Inc.</td>
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<tr>
<td>30</td>
<td>Wyle Laboratories, Inc. d/b/a KBRWyle</td>
</tr>
</tbody>
</table>
Potential Benefits

❖ **For Mentors:**
  • Develop long-term business relationships with small businesses in multiple socio economic categories
  • Enhance qualified small business subcontracting base portfolio
  • Receive credit applied toward Small Business subcontracting goals

❖ **For Protégés:**
  • Receive relevant technical and developmental assistance
  • Become eligible to receive sole source awards from Mentor

❖ **For All Participants:**
  • Teaming opportunities with their partner to win new contracts and/or subcontracts
  • Participation in the MP Program as a marketing tool
  • Networking opportunities
Reviewing the Developmental and Technical Proposal

- Engineering and technical assistance

- General business management and other developmental assistance (e.g., certifications)

- Awards of subcontracts
  - Under NASA contracts or other contracts, on a non-competitive basis

- Investment(s) in the Protégé
  - In exchange for an ownership interest in the Protégé, not to exceed ten (10) percent of the total ownership interest. Investments may include but are not limited to cash, stock, contributions in kind, etc.
Reviewing the Developmental and Technical Proposal

- **70/30 Split**
  - Hours and dollar values associated with technical transfer should be approximately 70% of the proposed hours and cost; the remaining 30% of the proposed hours and cost may be related to business development tasks.

- **Merit of the developmental assistance to the Protégé**

- **Perceived benefit / value of the agreement to NASA**

- **Subcontracting opportunities available to the Protégé**

- **Utilization of HBCU/MIs, PTACs, and SBDCs**

- **Milestone Chart**
  - The technical proposal shall include a milestone chart (with soft dates) to track the proposed technical assistance to be provided. Metrics shall also be included to measure progress and completion of each of the major developmental tasks.
Examples of Technical Transfer (70%)

- Quality Management programs: ISO 9000 certification, SEI/CMM certification
- Logistics systems: supply chain management, transportation management
- Sensing and imagery
- Environmental remediation system design
- Hazardous material control
- Metal machining
- Lean Six Sigma
- Fiber optics systems design
- Network systems: design and engineering, implementation
- Information system design
- Tooling design and fabrication
- Product assembly techniques
Examples of Business Development (30%)

- Organizational planning management: strategic planning, business planning, legal / risk management, proposal development
- Business development / marketing / sales: market research, product forecasting, web-based marketing, e-commerce
- Human resource management
- Financial management
- Contract management
- Facilities and plant management: security, health and safety, OSHA standards
- Any other assistance designed to develop the capabilities of the Protégé under the developmental program
## Structure of SBIR/STTR Programs

<table>
<thead>
<tr>
<th>Number of Contracts</th>
<th>Duration</th>
<th>Dollar Amounts on Awards</th>
</tr>
</thead>
<tbody>
<tr>
<td>SBIR Phase I</td>
<td>6 Months</td>
<td>$125,000</td>
</tr>
<tr>
<td>STTR Phase I</td>
<td>1 Year</td>
<td>$125,000</td>
</tr>
<tr>
<td>SBIR/STTR Phase II</td>
<td>Up to 24 Months</td>
<td>$750,000</td>
</tr>
<tr>
<td>SBIR/STTR Phase III</td>
<td>No Limit</td>
<td>No Specific Dollar Limit</td>
</tr>
</tbody>
</table>
Phase 3: Follow-on development, Investment & Use

Commercial Products, Services, Systems

- System Test, Launch & Mission Operations
- System/Subsystem Development
- Technology Demonstration
- Technology Development
- Research to Prove Feasibility
- Basic/Applied Research

Funding Sources:
- Federal, Industry
- SBIR/STTR, Industry, Federal
- Mission Programs, Industry
- Mission Programs, Industry, VCs

Technology Transition

Mission Operations
Mentor labor/salary is allowable
• For employees on the Mentor’s payroll only. Protégé salaries are not allowed

HBCU/MIs, PTACs, or SBDCs for training are allowable
• Should not be included in the incidental costs. Should not exceed 20% of the total cost.

Costs may NOT include any type of fee or profit

Protégé travel expenses related to training are the only Protégé expenses

Other direct costs (ODCs)
• May not exceed 10% of the total agreement cost
  o Travel
  o Training
  o Equipment
  o Software, etc.
Semi-Annual Reports

- **Mentor reports**
  - Semiannually throughout the term of the Agreement
  - The report is due 30 days after the end of each six-month period, commencing at the start of the Agreement

- **Protégés are also required to submit their own individually developed semiannual report**
  - Progress made in employment
  - Revenues and participation in NASA contracts during the prior six-month period.
  - Due at the same time as the Mentor’s report, may be submitted separately or as part of the Mentor’s report
The semiannual reports submitted to the cognizant NASA Center, the NASA CO and COR on the Mentor’s contract, and NASA OSBP

- Report templates are located at www.osbp.nasa.gov.

The required semi-annual reports will be reviewed and used to determine whether the milestones outlined in the original Mentor-Protégé Agreement package are being met. It will also be used to assess the effect of the mentoring on the Protégé.
30 Approved NASA Mentors

9 Active NASA Agreements ($946K)
- Ames Research Center: 1
- Goddard Space Flight Center: 2
- Johnson Space Center: 2
- Langley Research Center: 1
- Marshall Space Flight Center: 2
- NASA Shared Services Center: 1

8 Newly pending Mentor-Protégé Agreements or extensions
- Including 2 extensions
Contact OSBP

NASA Office of Small Business Programs
tel: (202) 358-2088

E-mail: smallbusiness@nasa.gov

Web site: www.osbp.nasa.gov

NASA Vendor Database:
https://vendors.nvdb.nasa.gov
Questions