



Office of  
**Small Business Programs** (OSBP)  
where small business makes a **big** difference



# Overview of the NASA Mentor Protégé Program

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# Status of the MP Program across the Federal Government

- ❖ **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

	NASA's MPP	SBA: ALL SMALL MPP	SBA: 8(a) MPP
APPLICATION	<ul style="list-style-type: none"> <li>Centers own the Mentor-Protégé Agreements</li> <li>Available at <a href="http://www.osbp.nasa.gov">www.osbp.nasa.gov</a></li> <li>Submit Mentor-Protégé application to Center Small Business Specialists</li> </ul>	<ul style="list-style-type: none"> <li>Centralized through Certify.SBA.gov</li> </ul>	<ul style="list-style-type: none"> <li>Decentralized</li> <li>Application to District Office BOS</li> <li>Package of documents to submit</li> <li>Multiple levels of review</li> </ul>
SIZE	Self-Certify @ <a href="http://www.sam.gov">www.sam.gov</a> or SBA Certification (i.e. HUBZone and 8(a))	Self-Certify @ <a href="http://www.sam.gov">www.sam.gov</a>	8(a) eligibility requirements
AREAS OF ASSISTANCE	Mgmt & Technical, Financial, Business Proposal, IT Certifications, Security Clearances, etc	Mgmt & Technical, Financial, Contracting, International Trade Education, Business Development, General and/or Administrative Assistance	Mgmt & Technical, Financial, Contracting, International Trade Education, Business Development, General and/or Administrative Assistance
DOCUMENTATION REQUIRED	Mentor-Protégé Agreement application, Protégé Application, Mentor Application	Application, Business Plan, Tutorial Certificates, MPA	MPA, Business Plan and documents required by District Office
TERM	Up to 3 Years	3 years with 3 years renewal	3 years with 3 years renewal
PROTÉGÉ ELIGIBILITY	SDVOSB VOSB WOSB SDB/8(a) HUBZone HBCU/MI SBIR/STTR Phase I Ability One Program	Small Business WOSB SDVOSB HUBZone	8(a)
PROTÉGÉ LIMIT	2 Mentor-Protégé agreements over firm's lifetime	Protégé may have up to 2 SBA MP relationships over firm's life time. 8a may transfer existing MPA to	Protégé may have up to 2 SBA MP relationships over firm's life time
MENTOR	Mentor may have unlimited Protégés at any one time	Mentor may have up to three protégés at any one time in the aggregate in SBA's MP Programs	Mentor may have up to three protégés at any one time in the aggregate in SBA's MP Programs
JOINT VENTURE AGREEMENTS	N/A	Not reviewed or approved by ASMPP	District Office BOS approves 8(a) JVs only

# 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



Home > Business Development and Technology > Mentor-Protégé Program (MPP)

- OSBP Vision and Mission
- How To Do Business with NASA
- Business Development and Technology
  - Mentor-Protégé Program (MPP)
  - Small Business Innovation Research (SBIR)/Small Business Technology Transfer Program (STTR)
- Small Business Programs
- Outreach
- Awards and Achievement
- Contact Us
- Locate a Small Business Specialist



## Mentor-Protégé Program (MPP)



[ + Expand All ]

- ▶ 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

# Approved NASA Mentors



- |   |   |   |
|---|---|---|
| 1) AECOM Federal Services, Inc.                         | 12) L3 Communications Vertex Aerospace, LLC               | 24) Sierra Nevada Corporation             |
| 2) Aerojet Rocketdyne                                   | 13) Leidos Innovations Corporation                        | 25) Southwest Research Institute          |
| 3) Assurance Technology Corporation (ATC)               | 14) LJ&T Associates, Inc.                                 | 26) Teledyne Brown Engineering, Inc.      |
| 4) CH2M Hill  | 15) Lockheed Martin                                       | 27) The Boeing Company                    |
| 5) CSRA, LLC  | 16) Millennium Engineering and Integration Company        | 28) URS Federal Technical Services, Inc.  |
| 6) Engility Corporation d/b/a TASC, Inc.                | 17) Northrop Grumman                                      | 29) Vencore Services & Solutions, Inc.    |
| 7) Enterprise Services, LLC                             | 18) OrbitalATK Flight Systems Group                       | 30) Wyle Laboratories, Inc. d/b/a KBRWyle |
| 8) Hamilton Sundstrand Space System International, Inc. | 19) PAE Applied Technologies                              |   |
| 9) Honeywell International, Inc. (Aerospace Division)   | 20) Raytheon Company                                      |   |
| 10) Honeywell Technology Solutions, Inc.                | 21) Science Applications International Corporation (SAIC) |   |
| 11) Jacobs Technology, Inc.                             | 22) SGT, Inc.   |   |
|   | 23) Sierra Lobo Corporation                               |   |

# 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



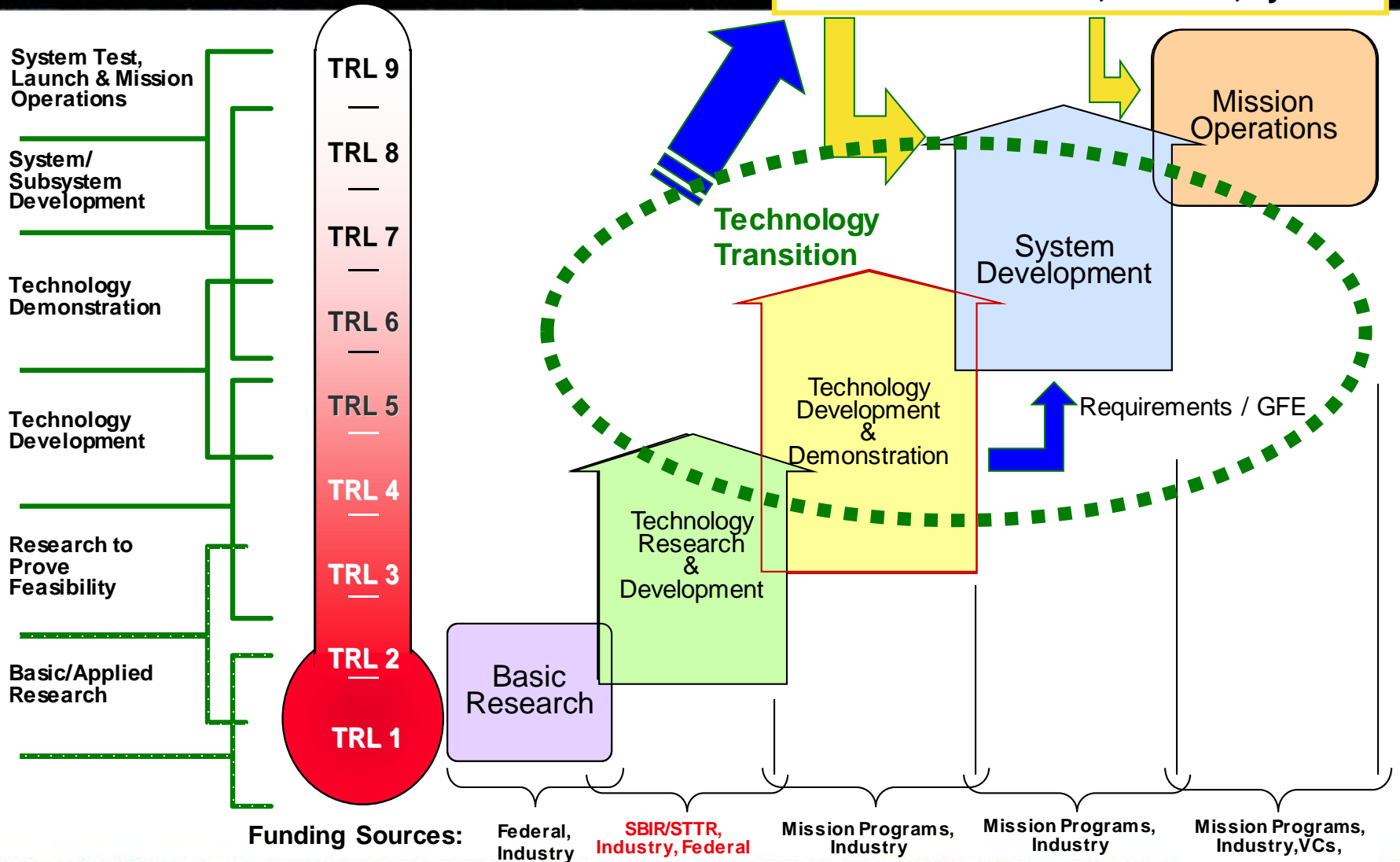
# Structure of SBIR/STTR Programs

Number of Contracts	Duration	Dollar Amounts on Awards
SBIR Phase I	6 Months	\$125,000
STTR Phase I	1 Year	\$125,000
SBIR/STTR Phase II	Up to 24 Months	\$750,000
SBIR/STTR Phase III	No Limit	No Specific Dollar Limit

# Phase 3:

## Follow-on development, Investment & Use

Commercial Products, Services, Systems



# Reviewing the Cost Proposal

- ❖ **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
    - Travel
    - Training
    - Equipment
    - 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

# Semi-Annual Reports

- ❖ 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](http://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.

# Mentor-Protégé Program Status Update



- ❖ 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](mailto:smallbusiness@nasa.gov)

Web site: [www.osbp.nasa.gov](http://www.osbp.nasa.gov)

NASA Vendor Database:

<https://vendors.nvdb.nasa.gov>

# Questions

