Overview of the NASA Mentor-Protégé Program

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Mentor-Protégé Program Manager

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NASA Mentor-Protégé Program

Background

- NASA’s Office of Small Business Program’s Mentor-Protégé Program (MPP) has been created to provide incentives for NASA’s large prime contractors to assist eligible small businesses, as defined in NASA Federal Acquisitions Regulation (FAR) Supplement (NFS) 1819.72

- Mentor-Protégé Program’s goal is to enhance eligible small business capabilities to perform as prime contractors, subcontractors, suppliers under Government and commercial contracts
NASA’s Mentor-Protégé Program is…
- **Center-focused** and available at all 10 NASA Centers
  - Agreements are submitted to and maintained by the Center Small Specialists
- A **value-focused program** aligned with NASA’s current and future strategy and mission
- The foundation to forming **long-term business** partnerships between large prime contractors and thriving small businesses
- Strategically documented with **clear guidance**, processes and procedures to ensure interest, goals and missions are met
Since the program was revamped in 2007, the NASA Mentor-Protégé Program continues to search for new initiatives in order to reach a wider audiences

As of April 15, 2016, the NASA Mentor-Protégé Program has:

- 27 approved Mentors;
- **14 active** Mentor-Protégé Agreements with **$1.5M** in Developmental Assistance (Technical and Business) across 6 NASA Centers including:
  - Ames Research Center
  - Glenn Research Center
  - Goddard Space Flight Center
  - Johnson Space Center
  - Kennedy Space Center
  - Marshall Space Flight Center
To become a NASA approved Mentor, prime contractors, should:

1) Have an active and approved NASA subcontracting plan
2) Be eligible for awarding of federal government contracts
3) Submit a mentor applications to HQ OSBP
   • Applications can be submitted at any time
   • Once approved, a mentor is approved for six years
–Mentors can have *multiple* Protégés
NASA Mentor-Protégé Program
Protégé Eligibility

- Small Disadvantaged Business (SDB)
- Woman-Owned Small Business (WOSB)
- Historically Underutilized Business Zone (HUBZone) Concern
- Veteran-Owned Small Business (VOSB)
- Service-Disabled Veteran-Owned Small Business (SDVOSB)
- Historically Black College and University (HBCU)
- Minority Serving Institution (MSI)
- Small Business with an active NASA Small Business Innovation Research (SBIR)/Small Business Technology Transfer (STTR) Phase II contract
- Entities participating in the Ability One Program
The benefits of participation in the NASA Mentor Protégé Program will benefit all organizations involved:

- **Mentors**
  - Develop relationships with reliable small business
  - Gain evaluation points on future proposals and various credits (i.e. Award Fee credits and Past Performance Credit)

- **Protégés**
  - Enhance desirable and achieve new technical and business milestones within company
  - Strengthen capabilities to win potential prime and sub contracts

- **NASA**
  - Gains High Tech Companies
  - Reduces costs due to increase in fierce competition amongst small businesses
NASA Mentor-Protégé Program
How is the Program Measured?

- Annual Report to the Small Business Administration
- Increase in the number and dollar value of contract and subcontract awards, and revenue of protégé firms:
  • For 2 years after the conclusion of the Mentor-Protégé Agreement
- An increase in the number and dollar value of subcontracts awarded to the protégé firm by the Mentor; and,
- An increase in the employment levels of Protégé firm
  • For 2 years after the conclusion of the Mentor-Protégé Agreement
Upon finding the “right” mentor and protégé combination that suits both organization’s missions and goals, the agreement process can begin.

Each Mentor-Protégé Agreement submission must include:

1) A Cover Letter, from the Mentor, outlining the Agreement
2) Protégé Application (www.osbp.nasa.gov)
3) Mentor-Protégé Agreement (www.osbp.nasa.gov)
4) Letters of Endorsement from:
   • Program’s Contracting Officer,
   • Contracting Officers Representative,
   • Program Manager, and
   • The designated Center Small Business Specialist

Once all elements are complete, agreement will be submitted by the Center to OSBP HQ for review.
NASA Mentor-Protégé Program
HBCU/MSI Agreements

- To assist with the achievement of organization milestones, all Mentor-Protégé Agreements require a desirable ratio of developmental assistance.

- Under a HBCU/MSI Agreement, the developmental assistance requirement split is 70% Business Development / 30% Technical Assistance.

  • Goal:
    - Help these institutions find another source of revenue utilizing contracts
    - Expose Prime to innovative technology at HBCUs/MSIs, for possible technology infusion into NASA missions
    - Provide students with practical job skills
NASA Mentor-Protégé Program
Examples of Developmental Assistance

- **Business Development (70%), including but not limited to:**
  - Organizational planning management: Strategic and Business Planning, legal/risk management, proposal development
  - Business development/marketing/sales: Market Research, Product Forecasting, web-based marketing, e-commerce
  - Human Resource Management
  - Contract management
  - Facilities and plant management: security, health and safety, OSHA standards
  - Any other assistance designed to develop the business/infrastructure capabilities of the Protégé

- **Technical Development (30%), including but not limited to:**
  - Quality Management programs: ISO 9000 Certification, SEI/CMM certification
  - Technology Transfer
  - Obtaining Security Clearance for Institutional facilities
  - Lean Six Sigma
  - Fiber optics systems design
  - Network systems: design and engineering, implementation
  - Information system design
  - Tooling design and fabrication
### NASA Mentor-Protégé Program
#### Detailed Cost Breakdown

#### COST OF THE AGREEMENT

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<th>GFY 20__</th>
<th>GFY 20__</th>
<th>GFY 20__</th>
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<td>Direct Labor Costs</td>
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<td>HBCU/MSI/SBDC/PTAC</td>
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<td>Other Direct Costs (i.e. Travel)</td>
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<td>Other Direct Costs (i.e. Certification Fees)</td>
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<td><strong>Fiscal Year Totals</strong></td>
<td>$ 101,100</td>
<td>$ 105,180</td>
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#### OTHER DIRECT COSTS - TRAVEL

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<td>$ 1,200.00</td>
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#### OTHER DIRECT COSTS - CERTIFICATION FEES

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<th>Types of Certification</th>
<th>Certification Fee Estimates</th>
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<td>GFY 20__</td>
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<td>$ -</td>
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</table>
• Dollar value of the agreement has to be high
• Protégés don’t have much value add to the relationship
• Changes cannot be made to the agreement
– Request and inform the Center’s Small Business Specialist of the intent to submit a Mentor-Protégé Agreement
– Review the Mentor-Protégé Program Guidebook for Program Requirements
– Download current Application Templates from the OSBP website http://www.osbp.nasa.gov
– Complete a thorough Needs Assessment of your University/Institution
– Request endorsement from the respective Program Office
NASA Mentor-Protégé Program
Submit Mentor-Protégé Agreements to the Centers