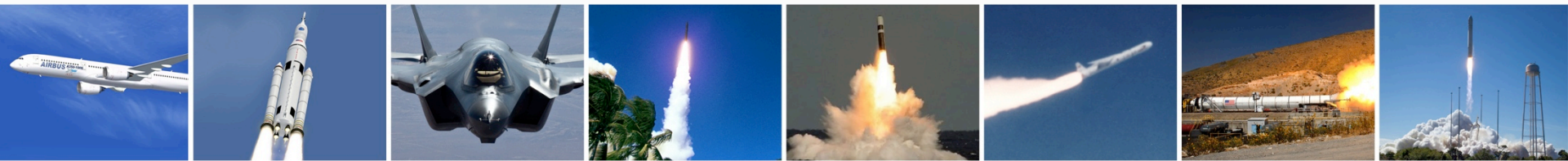




How to Complete a Needs Assessment for a Mentor Protégé Agreement

**Orbital ATK –
NASA HBCU/MSI Technology Infusion Road Tour at FAMU.**

September 28, 2016



● Critical aspect to the success of the Mentor Protégé Agreement.

- Describe the development program for the protégé, specifying the type of the assistance planned. Explain how this plan will address the protégé needs and enhance its ability to perform successful under contracts within NASA and other federal government agencies.

- Needs = Variety of Assistance from the Mentor.
 - (Training, Testing, Hands On Experiments, Marketing)

- Ideas – Technical Assistance

- Quality Systems Training
- Configuration Management Training
- Root Cause Analysis Training
- Propulsion Enterprise System
- PES/Six Sigma Training
- Hardware Processing Training
- Value Stream Mapping System

- Ideas – Business Assistance

- Marketing Individual Development
- Marketing Development
- Relationship/Networking Plan
- Computer Applications and Training

- Ask for what you want but, understand the Mentor's Capabilities.
- Identify a course of action that yields a return on investment. A benefit to both the mentor and the protégé in continuing to do business.
 - Cost, efficiency, quality, and knowledge.
- Document discussions and expectations. Follow up email for clear communication.
- Mentor responsibility is to educate/enhance/improve the protégé needs, as identified in the agreement. Although, it is the protégé responsibility for implementation.

- Detail Application not Theory.
 - Who specifically from the Mentor is going to do assist or train?
 - Who is the audience at the Protégé side?
 - What is the expected result?
 - Will there be follow up assistance or training?
 - Is there a deliverable?

- Schedule.
 - School Schedule –vs – Corporate Schedule.
 - Allow a reasonable and flexible period of time.
 - Work within the time frame for the best result.