



MENTOR-PROTÉGÉ PROGRAM (MPP) & HBCU/MSI JOINT COUNSELING INITIATIVE (JCI) OVERVIEW

Esther Veras – 7th Sense Contractor Support

November 15, 2023



PURPOSE OF THE NASA MENTOR-PROTÉGÉ PROGRAM (MPP)

- To provide incentives for NASA contractors to assist eligible Protégés, as defined in NASA Federal Acquisitions Regulation (FAR) Supplement (NFS) 1819.72, in enhancing their capabilities to perform as prime contractors, subcontractors, and suppliers under Government and commercial contracts.

MENTOR PARTICIPATION REQUIREMENTS

- Must be eligible for receipt of government contracts.
- Must be approved to participate in the program by the NASA MPP Manager...approvals good for six years.
- Must be a large business or research institution.
- Must have a NASA contract with an approved subcontracting plan as a part of the contract.

Note: No limit on number of agreements a mentor can have.

NASA APPROVED MENTORS - STATUS

Mentor Name	Expiration Date	Mentor POC	Phone No.	E-mail Address
a.i. Solutions, Inc.	7/12/2024	B. Steve Owens	321-867-0670	steve.owens@ai-solutions.com
AECOM	1/28/2024	Shawn Ralston	703-559-1338	shawn.ralston@aecom.com
Amentum Services, Inc. (New Mentor)	2/16/2028	Debbie Newberry	817-224-1303	deborah.newberry@amentum.com
Bastion Technologies, Inc. (New Mentor)	2/28/2027	Kim E. Whitson	256-585-5150	kwhitson@bastiontechnologies.com
Bechtel National, Inc. (New Mentor)	5/20/2026	Lisa Tribuce-Leoung Tat	703-429-6261	ltribuc@bechtel.com
Blue Origin (New Mentor)	8/9/2028	Vanessa McKenzie	253-437-9300 x.19187	vmckenzie@blueorigin.com
Booz Allen Hamilton (New Mentor)	3/7/2029	Yuri Cruz	703-902-5000	cruz_yuri@bah.com
CACI, Inc. – Federal (New Mentor)	8/9/2028	Wayne Pizer	703-434-4693	wayne.pizer@caci.com
CH2M Hill, Inc. (New Mentor)	2/7/2028	Lauren Terry	720-286-5318	lauren.terry@jacobs.com
Deloitte & Touche, LLP (New Mentor)	10/25/2026	Victoria Vo	703-585-3946	vicvo@deloitte.com
General Dynamics Information Technology, Inc. [GDIT] (New Mentor)	6/15/2028	Mike O'Hara	202-744-9831	michael.ohara1@gdit.com
Honeywell International, Inc. (Aerospace-Glendale)	12/5/2023	Cruz Andino Vargas	787-658-2289	cruz.andino@honeywell.com
Jacobs Technology, Inc	9/8/2026	Laura McGee	850-337-2650	laura.mcgee@jacobs.com
Jones Edmunds & Associates, Inc. (New Mentor)	11/04/2026	Douglas Toth, PhD., PE	352-258-8816	dtoth@jonesedmunds.com
Leidos Innovations Corporation	11/13/2023	Jared Ross	256-519-0414	jared.d.ross-2@leidos.com

*Highlighted Companies are either new or recently renewed.

NASA APPROVED MENTORS – STATUS (CONT.)

Mentor Name	Expiration Date	Mentor POC	Phone No.	E-mail Address
Lockheed Martin	12/22/2026	Orysia Buchan	315-456-3018	orysia.d.buchan@lmco.com
Northrop Grumman	2/19/2027	Jenifer Scoffield	435-863-2017	jenifer.scoffield@ngc.com
Peraton, Inc. (New Mentor)	4/25/2027	Lynn Livengood Ronald Penick	703-782-2523 540-200-1043	lynn.livengood@peraton.com ronald.penick@peraton.com
Raytheon Company	11/19/2026	Crystal King	571-250-3725	crystal_l.king@raytheon.com
REI Systems, Inc. (New Mentor)	7/11/2028	Kevin M. White	703-574-9502	kwhite@reisystems.com
Science Applications International Corporation (SAIC)	12/17/2026	Rita Brooks	571-203-6832	marguerite.brooks@saic.com
Southwest Research Institute	4/12/2028	Gregory Fletcher Leo Cardenas	210-522-6269 210-522-6753	gregory.fletcher@swri.org leopoldo.cardenas@swri.org
Teledyne Brown Engineering, Inc.	6/25/2026	Debbie Batson	256-726-1393	debbie.batson@teledyne.com
The Boeing Company	4/7/2026	Christina Washington Tina Wang	703-872-4845	christina.m.washington@boeing.com tina.t.wang@boeing.com
Wyle Laboratories, Inc. d/b/a KBRWyle	10/16/2028	Gracie Orr Jaime Downs Applebe	832-205-6982 281-853-5027	gracie.orr@us.kbr.com jaimie.downs@us.kbr.com

*Highlighted Companies are either new or recently renewed.

PROTÉGÉ ELIGIBILITY REQUIREMENTS

- Must be able to certify as a small business against the NAICS code size standard that represents the contemplated services to be provided by the Protégé to the Mentor.
- Must have at least one of the eligible business classifications in order to participate in the NASA MPP.

Note: There is no limit on the number of MPAs a Protégé can participate in, only restriction is on MPA at a time, and developmental assistance must differ from past MPAs.

PROTÉGÉ ELIGIBILITY REQUIREMENTS – BUSINESS CLASSIFICATION TYPES

- Small Disadvantaged Businesses
- Women-Owned Small Businesses,
- Historically Underutilized Business Zone Certified Small Businesses
- Veteran-Owned Small businesses
- Service-Disabled Veteran-Owned Small Businesses
- **Historically Black Colleges and Universities and Minority Serving Institutions**
- Companies participating in the Ability One Program
- Small Business Innovation Research Phase II Program
- Small Business Technology Transfer Phase II Program

NASA MENTOR-PROTÉGÉ AGREEMENTS - HBCU/MSI

NASA Center	Mentor	Protégé	Protégé Classification	Contract No.	MPA Duration	POP
JSC	PAE Applied Technology	Prairie View A&M University	HBCU	NNJ08JA02C	12	2/7/2018 – 2/6/2019
MSFC	ATK Launch	Florida A&M	HBCU	NNM07AA75C	9	11/7/2013 – 8/6/2014
MSFC	Jacobs	Tuskegee University	HBCU	NNM05AB50C	36	1/2010 – 12/2013
MSFC	Pratt & Whitney Rocketdyne	Alabama A&M	HBCU	NNM06AB13C	24	7/10/2012 - 7/9/2014
MSFC	SAIC	Oakwood University	HBCU	NNM04AA02C	36	1/1/2009 – 12/31/2012
MSFC	Teledyne Brown Engineering	University of Nevada-Las Vegas	MSI	NNM13AA29C	12	8/3/2015 - 8/2/2016
MSFC	Teledyne Brown Engineering	Alabama State University	HBCU	NNM13AA29C	12	8/3/2015 - 8/2/2016
MSFC	The Boeing Company	Southern University	HBCU	NNM07AB03C	24	6/23/2020 -6/22/2022
NSSC	Peraton (Formerly Enterprise Solutions, LLC)	Jackson State University	HBCU	NNX11AA01C	9	4/13/2018 – 1/12/2019

THE PROCESS: GETTING STARTED

- Mentor is solely responsible for selecting a potential Protégé.
- Once the Mentor and Protégé have determined they are a good match, the next step is to conduct a needs assessment.
- Mentors should then meet with the Center Small Business Specialist (SBS), Contracting Officer (CO), and Contracting Officer Representative (COR) at the Center where the Mentoring will occur to discuss.
- Once the MPA has been completed, Mentor then forwards the package to the SBS for review.
- Once the package has been reviewed and concurrence received by the SBS, CO, and COR, SBS then forwards package along with endorsements to the NASA MPP Manager for final review.

CONTENT OF MPA

- Mentor's cover letter outlining content of agreement signed by the mentor POC
- Protégé Application
- Mentor Application, if applicable
- Mentor-Protégé Agreement
- Signed letters concurring to termination procedures, compliance for agreement reporting requirements and concur to needs assessment statement from both the Mentor and the Protégé
- Technical and Cost Proposals
- Work Breakdown Structure (WBS)/Gantt Chart and Milestone Chart
- SBS, CO and COR Endorsement Letters

THINGS TO CONSIDER WHEN SUBMITTING A MPA PACKET

- In the Cost Proposal Attachment:
 - Clearly identify the Technical cost/hours from Business Development's cost/hours.
 - Each task must be associated with a WBS number.
 - Keep indirect cost/hours separate from direct costs.
 - Include labor rates.
 - Do a final check on the math after adjustments made to cost proposal.
 - Make sure the Cost of the Agreement table under section A2 of the Mentor-Protégé Agreement aligns with the Cost Proposal.
- Make sure developmental assistance split of 70/30 is correct both in direct labor hours and direct labor dollars:
 - Developmental assistance for businesses should reflect 70 percent technical/30 percent business.
 - Developmental assistance for HBCUs/MSIs should reflect 70 percent business/30 percent technical.
 - Any deviation from the 70/30 split must be supported with a justification and must be approved by NASA MPP Manager.

THINGS TO CONSIDER WHEN SUBMITTING A MPA PACKET, (CONT.)

- Indirect Costs associated with annual reports, semi-annual reviews, etc. are not part of Direct Labor hours or costs.
- Make sure ODCs do not exceed 10 percent of the proposed direct labor cost.
- Make sure Mentor is the primary entity responsible for the mentoring...no more than 20 percent should be provided (10 to 15 percent on an average) by other entities such as PTACs, SBDCs, etc.
- Anytime changes are made to cost proposals, Mentor & Protégé will need to re-sign and re-date the Mentor-Protégé Agreement.

NASA MPP FORMS, TEMPLATES, AND GUIDEBOOK

- Agreement Checklist
- Mentor Annual Report Template
- Mentor Application Template
- Mentor-Protégé Agreement (MPA) Template
- MPA Guidebook
- Protégé Application Template
- Protégé Post-Agreement Report Template
- Protégé Annual Report Template

**MPP Guidebook and Templates can be found within following hyperlink under “Templates & Forms”:
<https://www.nasa.gov/osbp/mentor-protege-program>*

HOW TO CONTACT US

- Creation of a new dedicated NASA MPP Inbox for processing all NASA MPP related documentation:

MSFC-NASAMentorProtegeProgram@mail.nasa.gov

- Establishment of a new dedicated Phone number for receiving inquiries specific to the NASA MPP only: 256-544-7768

JOINT COUNSELING INITIATIVE

- Initiative introduced in FY 2010.
- Four sessions are held each quarter, one session featuring service providers, two sessions featuring manufacturers/machine shops, and one session featuring Historically Black Colleges and Universities (HBCU) / Minority Serving Institutions (MSI).
- Four to five small businesses are showcased at each session featuring small business service providers / machine shop fabricators, and five universities are showcased at those sessions featuring HBCUs/MSIs.
- Small businesses are selected based on core competencies and business classification types.
- Audience:
 - MSFC SBTCs.
 - Representatives of the Marshall Prime Contractor Supplier Council and Small Business Executive Leadership Team.
 - PSBAT participants.
 - MSFC Small Business Technical Advisor.
 - Including presenters, attendance averages between 60 and 70 per session.

HBCU AND MSI OUTREACH INITIATIVES

- **HBCU/MSI Partnerships Meeting:**

- In support of achieving the 1% Agency mandated goal, MSFC initiated the Annual HBCU/MSI Partnerships Meeting.
- The 1st annual event was held on September 17, 2014.
- This event targets NASA's immediate and future subcontracting opportunities for HBCUs and MSIs. This is also an opportunity to network with representatives from NASA and its prime contractors.
- Our 8th Annual HBCU/MSI Partnerships meeting was held on October 26, 2022.

- **September 13, 2023 (HBCUs and MSIs)**

- Presenters: Century College (in MN), Drake State (in AL), Florida Atlantic University (FL) and University of Alaska – Anchorage (in AK).
- 75 attendees.
- NASA Centers Represented: 7 (ARC, AFRC, KSC, LaRC, MSFC, JPL, and SSC).
- Large Business Prime Contractors in attendance: 18
- Small Business Prime Contractors in attendance: 12
- Agencies: 6 (AMCOM, GSA, SBA, NASA, USACE, and US Army Aviation & Missile Command)
- HBCUs/MSIs (includes our presenters): 5

UPCOMING HBCU/MSI JCI MEETINGS

February 6, 2024

April 2, 2024

September 17, 2024

If interested in participating as a presenter at one of our future JCIs featuring HBCUs/MSIs, please e-mail us at:

msfc-hbcumsi@mail.nasa.gov