

DoD Mentor-Protégé Program

Hybrid Mentor-Protégé Contract Agreements

March 2012

Hybrid Agreements

Hybrid Agreements start out as a Credit Agreement for the first year and then change over to a Reimbursable agreement for the Remainder of the Agreement

Hybrid Agreements

Pros:

- * Allows mentor to receive credit against their small business subcontracting goals for costs incurred.**
- * Costs for option years reimbursed by DoD.**
- * Promotes greater use of available MP funds.**
- * Aligns with DoD's preferred contracting approach.**

Hybrid Agreements

Cons:

* None

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Process

- Procedures for development of a hybrid proposal are identical to a reimbursement proposal.
- Agreement will be transformed to a formal contract document, signed by **both parties**.
- Proposals can be submitted anytime to the Mentor-Protégé (MP) Program Manager at the Defense Contract Management Agency (DCMA) AND the servicing DoD Program Manager for consideration.
- The base year (credit) amount must be commensurate with the reimbursable amounts for Option Years 1 and 2.

Hybrid Agreements

- **Semi-annual reporting requirements remain unchanged.**
- **Amounts credited shall apply to one or more Small Business categories, Small Disadvantaged Business (SDB), 8(a), Women Owned (WOSB), Historically Underutilized Business Zone (HUBZone) and Service Disabled Veteran Owned (SDVOSB).**
- **Costs incurred by Mentor to train the Protégé under an approved agreement may be credited as if the costs were incurred under a subcontract award to Protégé.**

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Unreimbursed development assistance may be credited as follows:

- **Four times the total amount of such costs attributable to assistance provided by Small Business Development Centers (SBDCs), Historically Black Colleges and Universities (HBCUs), Minority Institutions (MIs) and Procurement Technical Assistance Centers (PTACs).**
- **Three times the total amount of such costs attributable to assistance furnished by the mentor's employees.**
- **Two times the total amount of other such costs incurred by the mentor in carrying out the developmental assistance program.**

Lessons Learned

- **Successful transition from credit to reimbursement will require tasks to be phased over a 12 month period. Prevents tasks and costs overlap.**
- **Align contract start date with reporting periods (i.e. 1 Apr. or 1 Oct.). Eliminates the need to submit two reports for the same period.**

Hybrid Agreements

Presented By:

**Army - Peggy W. Butler, Mentor Protégé and
Subcontracting Program Manager – (703)
693-6113**

**Defense Contract Management Agency
(DCMA) – Elaine S. Howell, Director, Mentor
Protégé Division – (678) 503-6369**

Mentor-Protégé Program Managers

- **Navy – Oreta Stinson 202-685-6490**
- **Air Force – Grace Fontana 571-256-7757**
- **National Geospatial-Intelligence Agency (NGA) – Sandra Broadnax (571) 557-2397**
- **Defense Intelligence Agency (DIA) – Sherry Baldwin (202) 231-2166**
- **Missile Defense Agency (MDA) - Ruth Dailey (256) 450-5281.**
- **Special Operations Command – Christopher Harrington (813) 826-9475.**
- **National Security Agency (NSA) – Jim Higgins (443) 479-4333.**

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QUESTIONS?