



DEPARTMENT OF THE ARMY

U.S. Army Corps of Engineers
WASHINGTON, D.C. 20314-1000

REPLY TO
ATTENTION OF:

CEDB

23 February 1998

MEMORANDUM FOR COMMANDERS/DIRECTORS, USACE COMMANDS

SUBJECT: Mentor-Protégé Program

1. I am requesting your assistance in helping the Army support the Mentor-Protégé Program. This program has become a very visible issue and a major focus area for the Army's Small Business Program. I fully support this important program. It is truly a win-win program for the Army.
2. The Mentor-Protégé Program was established by Congress in 1991. The program seeks to provide incentives to large DoD contractors (mentors) to develop subcontracting relationships with small disadvantaged businesses (protégés) and to assist them in developing their capabilities to compete for DoD contracts. The intent of the program is to foster the establishment of long term business relationships between mentors and protégés in order to develop a stable business base for protégés and a stable SDB vendor base for mentors. The Mentor-Protégé Program has been extended until September 1998 for new agreements, and until September 1999 for reimbursement of costs incurred.
3. The DoD controls the approval of agreements and funding for the agreements. The DoD may provide the mentor firms with either cost reimbursement, credit against SDB subcontracting goals, or a combination of credit and reimbursement. The mechanism for reimbursement is through a contract line item. USACE commands review proposed Mentor-Protégé Agreements, and for cost reimbursements, recommend modifications to USACE contracts, using DoD funds. This requires approval by the contracting officer that he/she is willing to modify the contract to incorporate the Mentor-Protégé Agreement. Once the contracting officer has agreed, a request must be made to the HQUSACE Small Business Office. USACE reviews and provides a recommendation to the Secretary of the Army. DoD will only consider for reimbursement Mentor-Protégé Agreements that have been coordinated with the contracting officer and Army Small Business Office. One area in this process that requires your immediate attention is the timely review of Mentor-Protégé Proposals and recommendations to HQUSACE.
4. I know that I can count on your support to ensure that the Mentor-Protégé Program is fully integrated into the Corps of Engineers small business mission.



JOE N. BALLARD
Lieutenant General, USA
Commanding