

**U.S. Environmental Protection Agency**  
**Office of Small Business Programs**  
**Mentor-Protégé Program**

**PURPOSE OF THE PROGRAM**

The U.S. Environmental Protection Agency (EPA) established the Mentor-Protégé Program in 1994 to stimulate and impact the number of small disadvantaged and women-owned businesses (SDBs/WOBs) involved in EPA contracts.

**GOALS**

- Increase the participation of SDBs/WOBs in EPA procurement activities as subcontractors, team members, suppliers and ultimately as prime contractors;
- Establish a mutually beneficial relationship between SDBs/WOBs and EPA's large business prime contractors and/or small businesses wishing to serve as Mentors;
- Aid in achieving the goals for the use of SDBs/WOBs in subcontracting work;
- Promote the economic and environmental stability of protégés;
- Develop the technical, administrative and managerial expertise of the protégé, which will ultimately lead to greater success in competition for contract opportunities.

**EPA MENTOR-PROTÉGÉ PROGRAM**

**What is a Mentor?**

A mentor is a large prime contractor performing on at least one active EPA contract and eligible for the award of Federal contracts. The mentor should have a corporate policy to promote, develop, and implement subcontracting opportunities for the socioeconomic sector, as noted in the Federal Acquisition Regulations (FAR Part 19.7).

A mentor firm may have multiple active mentor-protégé agreements.

**BENEFITS TO THE MENTOR**

There are a variety of benefits that the mentor will receive by participating in the Mentor-Protégé Program. The following are a few of the benefits:

- Good will and corporate responsibility (mentors receive no financial incentive for participation).
- Long-term relationship with a potential subcontractor
- New SDB/WOB for the vendor database
- Develop innovative approaches and technology
- Meet SDB/WOB goals
- Establish relationships and potential opportunities for Historically Black Colleges and Universities (HBCUs) and Minority Institutions (MIs)
- Points may be awarded in the technical evaluation criteria of the mentor's proposals.

### **What is a Protégé?**

A protégé must be a small disadvantaged or woman-owned business and must qualify in the NAICS (North American Industry Classification System) major groups, as determined by the U.S. Department of Commerce. HBCUs and MIs may also participate in the program. A protégé is in a unique and invaluable position to gain developmental assistance and experience in environmental areas that will help to position the firm for competitive opportunities.

### **BENEFITS TO THE PROTÉGÉ**

There are a variety of benefits that the protégé will receive by participation in the Mentor-Protégé Program. The following are a few of the benefits:

- Exposure and interaction with the mentor
- Technology transfer
- Business management
- Financial management
- Business planning and projections
- Marketing/sales

- Outreach
- Developmental expertise in environmental consulting services

## **APPLICATION PROCESS**

Firms interested in participating in the Program must submit an application in accordance with Part 1552.219-70 of the EPA Acquisition Regulation (EPAAR), along with their initial proposal, to the Contracting Officer. A copy must also be provided to the appropriate Small Business Specialist, Office of Small and Disadvantaged Business Utilization. Part 1552.219-70 of EPAAR is available on EPA's website at <http://www.epa.gov/oamrfp12/ptod/epaar.pdf> on pages 267-272.

## **EXPECTATIONS OF BOTH PARTIES**

There are always high expectations of the program on the part of the mentor and the protégé. Each one expects honesty, integrity, commitment to the terms of the agreement, and a WIN-WIN outcome for both parties. The mentor and protégé should devote considerable time and effort towards comprehending the contract and making certain that each one understands the terms and conditions of the signed agreement.

## **CONTACTS**

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