



Mentor Protégé Program Planning

February 1, 2023

ROSY ID #8c3cda41



General Details

- Protégé: Northern NM College
- Mentor: Nan Sauer on behalf of LANL
- Primary POC for LANL: Nan Sauer, Rebecca Estrada, Yvonne Gonzales, Brad Beck
- Primary POC for NNMC: Ivan Lopez

Learning and Building Together

- First Six Months: Shared Learning and Planning
 - February - August
 - Education
 - Shared Goals
 - Develop a Schedule of Outcomes
 - First Month: Identify capacity, develop plan and metrics

Contract Language

Strategic Goals of the Program:

- Assist in increasing the protégés' technical and business capabilities, industrial competitiveness, and client-base expansion, and improving financial stability
- Assist the protégés in seeking opportunities for contract agreements with DOE/NNSA, other federal agencies, or commercial markets
- Identified Areas:
 - a) Strengthen Core Competencies
 - b) Advance Strategic Direction
 - c) Marketing, Business Planning & Development
 - d) Proposal Development
 - e) Quality Assurance/Quality Control
 - f) Performance Management & Risk Management

Roles and Responsibilities

Mentor Responsibilities:

The mentor participates with the appropriate management team, program manager and protégé to identify the kinds of developmental assistance to be provided. Additional areas of responsibility are listed below.

- Assess the protégé to determine strengths and weaknesses in business and technical areas.
- Participate in creating the delivery/activities milestone log that identifies types of development assistance to be provided to the protégé over a minimum of a two (2) year period.
- Develop and implement milestones and schedules to accomplish developmental assistance goals.
- Work with LANL managers to identify and facilitate subcontracting opportunities.
- Complete semiannual and quarterly status reports that are submitted to LANL Small Business Program Office that are then submitted to DOE- OSDBU (Office of Small Disadvantaged Business Utilization).
- Coordinate and attend monthly progress meetings with the protégé.
- Attend problem-solving session as required.
- Develop corrective actions and schedules if required.
- Identify how the mentor/protégé agreement will help alleviate the problem or weaknesses.
- Identify the expected impact/benefit to the Protégé after completing the program.

Roles and Responsibilities

LANL Small Business Program Role:

- Being the primary communication link between LANL and DOE/NNSA Headquarters.
- Developing LANL's small business needs and directing the protégé selection process.
- Developing external advertisements of LANL's program focused on the company's commitment opportunities for protégé relationships, and solicitation of mentor-protégé relationships.
- Developing and implementing mentor-protégé agreements.
- Ensuring that agreements meet the intent and specific guidelines of the DOE/NNSA Mentor-Protégé Program.
- Ensuring that both mentors and protégés are meeting the commitments defined in their agreements and are adhering to the prescribed schedule and reporting the progress of those agreements to DOE/NNSA Headquarters.
- Periodically brief interested parties (e.g., DOE/NNSA, other governmental agencies, and interested vendors and socioeconomic firms) on program progress.

Roles and Responsibilities

Protégé Role:

- Assist the mentor in assessing the protégé to determine strengths and weaknesses in business and technical areas.
- Provide support to the Mentor's mission and programs.
- Maintain open communication with the Mentor in regard to the developmental assistance received.
- Participate in DOE surveys and studies on the DOE Mentor-Protégé Program.
- Submit semi-annual progress reports as required.
- Attend scheduled meetings in association with the program.
- Assist with the development and implementation of milestones and schedules to accomplish developmental assistance goals.

Purpose

This document expands on the Mentor Protégé Agreement executed in Fall 2021 and establishes a Mission and Vision for the Agreement. It also describes the interactions between the partners a by defining the membership of the Steering Committee and its tasks in successfully implementing the Agreement.



Mission

The Mentor-Protégé Agreement enhances the historical collaboration between Triad and NNMC by providing access to the protégé to technical expertise from the mentor to increase the protégés' technical and business capabilities and improving the financial stability of the protégé in seeking opportunities for contract agreements with DOE/NNSA, other federal agencies, or commercial markets.



Pillars

- Three Foundational Pillars
 - Academic Program Growth and Development
 - Student Mentorship and Outreach
 - Infrastructure Development



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Thank you!

Questions?