



U.S. Small Business
Administration

Arizona District Office

www.sba.gov/az

SBA Arizona District Office Monthly Events

U.S Small Business Administration Loan Clinic

Learn about SBA's lending role and how to prepare a request for capital. Come to this FREE monthly clinic to understand credit requirements, interest rates, collateral terms, and amounts available. Find sources of capital to start or grow your business. Learn how to approach a lender, find bankers interested in your needs, and improve your chances of success.

- WHEN: First Wednesday of every month
- TIME: 9:00am to 11:00am (Arizona time)
- CLICK THE FOLLOWING LINK TO JOIN: <http://ow.ly/jkiw50J9700>



Selling to the Federal Government

Join us for an overview of how to sell your goods and services to the government. Learn about SBA resources and certification programs to help your small business successfully identify and compete for federal contract opportunities. This is a virtual workshop. Log-in information will be provided to registrants upon registration.

- WHEN: First Wednesday of every month
- TIME: 1:00 pm to 2:30 pm (Arizona time)
Guest Speaker: 2:30p – 3:00p (check registration link for details)
- REGISTRATION: <https://www.sba.gov/events?district=14>



**Building Small Business Capacity:
SBAMentor-Protégé Program (MPP) and
Joint Ventures (JV)**

Joint Ventures (JV)

Benefits of Joint Ventures



JV benefits to small businesses include:

- Increasing their capacity and capability to do business with the federal government
- Collective representation of past performance;
- Shared costs and resources, such as accounting software; and
- Leveraging the other partner's experience and market share.

Overview of Joint Ventures (JV)

JV must be:

- in writing
- identified as a JV in SAM with own UEI and CAGE
- do business under its own name

May be in the form of a formal or informal partnership or exist as a separate LLC or other separate legal entity

- If separate legal entity, cannot be populated with contract-performing employees but may have employees to perform administrative functions for the JV, including one or more Facility Security Officers

Joint Venture Agreement

- The proposed joint venture must enter into a written Joint Venture Agreement. The joint venture agreement must meet the requirements per [13 CFR 125.8](#); 8(a) joint ventures [13 CFR 124.513](#)

Joint Venture has a Two-Year Term

- Two years begins on date of first award
- The JV is eligible for unlimited awards during the two years

Two Ways for JV to Qualify as Small

- Each JV member must qualify as small for the NAICS code assigned to the procurement
- For a JV formed under an approved SBAMentor Protégé Agreement (MPA), the protégé must be small for the NAICS code assigned to the procurement
 - MPA must be approved prior to the date offer is submitted
- The small business must own at least 51% of the JV, manage and control the JV
- Based on the small business certification(s), JVs can qualify for contracts set aside for 8(a), SDVOSB, WOSB, and HUBZone businesses.

JV Performance of Work Requirements:



Performance of Work Requirements:

- The joint venture must perform the applicable percentage of work required by [§ 125.6](#)
- The small business managing partner to the joint venture must perform at least 40% of the work performed by the joint venture, which is more than administrative or ministerial functions so that it gains substantive experience

Limitations on Subcontracting ([13 CFR 125.6](#)):

- Pay no more than 50% of the amount paid by the government to non-similarly situated firms for service contracts.
- Pay no more than 50% of the amount paid by the government to non-similarly situated firms for supplies or products contracts.
- Pay no more than 85% of the amount paid by the government to non-similarly situated firms for construction contracts.
- Pay no more than 75% of the amount paid by the government to non-similarly situated firms for special trade contracts.

How to Learn More About Joint Ventures

Visit SBA Website: <https://www.sba.gov/federal-contracting/contracting-assistance-programs/joint-ventures>

Small Business Joint Ventures [13 CFR 125.8](#)

8(a) Joint Ventures [13 CFR 124.513](#)

SBA Mentor-Protégé Program (MPP)

Program Purpose



Enhance the capabilities of the protégé



Help the protégé meet its business development and contracting goals



Improve the protégé's ability to compete for contracts

Eligibility Requirements

Eligibility Requirements for **Protégé**

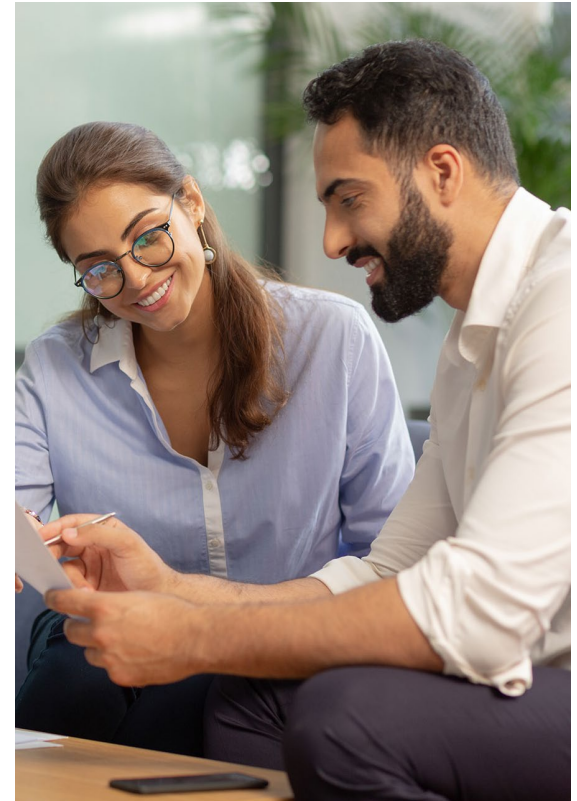
Firm must:

- Be a **small business** with industry experience
- Have a **proposed mentor prior to applying**
- Be organized for **profit** or as an **agricultural cooperative**
- Generally have **no more than two mentors** in the business's lifetime

Eligibility Requirements for **Mentor**

Firm must:

- Be organized for **profit** or as an **agricultural cooperative**
- Be able to **carry out its responsibilities** to assist the protégé
- **Not appear on the federal list** of debarred or suspended contractors
- Possess **good character**
- Have **no more than three proteges** at a time



An SBA “determination of affiliation” must not exist between the mentor and the protégé applicant and its prospective mentor may not be affiliated at the time of application

Mentor-Protégé Agreement

Identify the type(s) of Assistance the **Protégé** is seeking from the **Mentor**:

Six categories to choose from, select any or all that apply

- Management and Technical Assistance
- Financial Assistance
- Contracting
- International Trade Education
- Business Development
- General Administrative

Sample Mentor-Protégé Agreement (MPA) found online at:
[SBAMentor Protégé Program Agreement Template | U.S. Small Business Administration](#)
www.sba.gov/mpp

How to Apply



To begin the application process, you'll need to have a profile at [SAM.gov](https://sam.gov).

Before you apply to the MPP have these things done:

- ✓ Make sure both businesses are registered at SAM.gov
- ✓ Decide whether you are applying for an MPA using your primary or secondary NAICS code
- ✓ Both businesses must complete the SBA's online tutorial (save your completion certificates)
- ✓ Create and agree to a mentor-protégé agreement using the SBA guide

Processing Times

To apply, go to certify.SBA.gov and apply to join the MPP using the protégé's UEI number.

Our application processing timeframe is:

- 15 days screening (reviewed to determine application is complete) plus 90 days processing (if you do not withdraw your application).
- This totals 105 days.



How to learn more about the **Mentor-Protégé** Program?

Visit SBA website: <https://www.sba.gov/mpp>

13 CFR 125.9 What are the rules governing SBA's small business mentor-protégé program?

- Email for general MPP questions: sbampp@sba.gov
- Email for annual evaluation reporting: mppevaluations@sba.gov
- Email for joint venture certificates of completion and quarterly financial information: mppjvreporting@sba.gov
- Email for when the application is in the screening process: mppscreening@sba.gov



U.S. Small Business
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How are we doing?

Please take a minute to let us know

www.sba.gov/feedback



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(www.sba.gov/az)

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