



**U.S. ARMY OSADBU
Mentor Protégé Program Quarterly Report**

FY 20 ____ December 31 ☐ March 31 ☐ June 30 ☐ September 30 ☐

Project Title	Mentor-Protégé
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Contract Number	N00421-00-C-0206
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Project Manager	Bill Smith
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Project Staff	Mary Jones, John Gates, Jim Riley and Rose Banks
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Description of Project:

ABC Systems is serving as a mentor in a Mentor-Protégé Agreement with XYZ Incorporated. The project's objectives are for ABC Systems to aid XYZ Incorporated in:

- Developing a Strategic Plan
- Development of formal business development processes
- Achieving SEI CMM Level-2 certification and ISO 9000 registration for software
- Implementing an upgrade of XYZ Incorporated Deltek Accounting system

Summary of Work Completed:

Highlights of completed work for the reporting period by task and activity are as follows:

Task 100: Program Management:

- Updated Project Work Plan

Task 200: Strategic Plan:

- Refined existing Business Development Plan

Task 300: Business Management Training:

- Completed Proposal Writing
- Continued assisting XYZ Incorporated with evaluation of upcoming procurements