



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

FY 20 ____ December 31 March 31 June 30 September 30

Project Title

Mentor-Protégé

Contract Number

N00421-00-C-0206

Project Manager

Bill Smith

Project Staff

Mary Jones, John Gates, Jim Riley and Rose Banks

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