

Frequently Asked Questions New York State Mentor Protégé Program



**Division of Minority
and Women's
Business Development**

About the Division of Minority and Women's Business Development ("DMWBD")

New York State Executive Law Article 15-A (Article 15-A) governs requirements for the participation of minority and women-owned business enterprises ("MWBEs") in New York State contracting. The objective of Article 15-A is to promote equality of economic opportunities for MWBEs by

eliminating barriers to their participation in New York State contracting.

DMWBD's mission is to support the execution of Article 15-A and to provide information and resources that increase access to opportunities for minority and women-owned businesses throughout the State.

What is the New York State Mentor Protégé Program (MPP)?

The New York State Mentor Protégé Program aims to expand the capacity, technical knowledge, and participation of MWBEs in state contracting opportunities. The MPP is administered by DMWBD, which approves and monitors mentor-protégé engagement.

How does New York State's MPP Operate?

MPP will be implemented on predetermined State contracts. DMWBD, along with State Agencies/Authorities, will assess which projects are suitable for MPP consideration based on industry opportunity, project size, waiver trends, and MWBE growth potential.

As bidders prepare to respond to solicitations from State Agency/Authority requests, DMWBD encourages bidders to solicit MWBE firms that have a physical presence in the State of New York, with a gross revenue of at least \$100,000, and less than \$3 Million, and have been a participant of the NYS Business Growth Accelerator (BGA), which is a state-funded capacity building initiative geared towards NYS certified MWBEs.

To learn more about the BGA program, visit: <https://esd.ny.gov/mwbe-business-growth-accelerator-program>. However, any certified NYS MWBE firm is acceptable. Access to DMWBD's full directory of certified firms is available at: <https://ny.newnycontracts.com>.

After respondents have submitted their proposals and the State Agency/Authority has selected a winning bidder, DMWBD will meet with both the Prime/Mentor and the potential MWBE/Protégé to review their submitted plans. The submitted plan should address the protégé's participation on the underlying State Contract, determine milestones for technical and capacity-building during project phases, and confirm reporting requirements listed within the MPP Agreement.

Are there any reporting requirements for MPP?

Throughout the duration of the MPP Agreement, the Mentor and Protégé shall jointly prepare collaborative quarterly reports documenting their progress in achieving the milestones set forth within the MPP Agreement, the Agreement shall then be submitted to the DMWBD and the

Contracting Agency by no later than the 15th day of January, April, July, and October, for each quarter of the MPP Agreement. Additionally, there will be monthly meetings between the Mentor, Protégé, DMWBD Staff, and the State Agency/Authority Project Management Staff to review mentorship activities.

How is the State measuring success?

MPP aims to expand the capacity, technical knowledge, and participation of MWBEs in state contracts in industries where there is availability. DMWBD will capture key performance indicators based on the reporting of activities held between the Mentor and Protégé; which may include but are not limited to: the number of milestones

achieved per the MPP Agreement; the percentage of contract value allocated to the Protégé; and a demonstration of capacity growth by the Protégé. Additionally, DMWBD will continue to monitor the Protégé post project completion, on a yearly basis to measure continued growth.

How does participating in MPP benefit Mentor/Prime Contractors?

Participating Primes/Mentors who intend to further their diversity practices by supporting MWBE capacity-building will find benefits in leveraging the MPP.

Participating Mentors will be offered *additional evaluation points*, subject to Agency/Authority procurement evaluation

standards. Further, Primes/Mentors will be offered *goal relief* or *goal reduction* on pre-determined procurements where MWBE availability is extremely low. All Primes/Mentors will be offered the ability to add MPP to their diversity practices for future procurement scoring.

How does participating in MPP benefit Protégés/MWBEs?

The MPP is a program that seeks to position MWBEs to participate on State contracts that may not have the capacity or requisite expertise. The objective is to enhance a Protégé's ability to obtain technical knowledge in performing the scope of work under the MPP Agreement,

and to develop business relationships with participating Mentors and State Agencies/Authorities. In so doing, the Protégé may realize more State contracting opportunities based on their increased capacity to perform the work.

How do I contact DMWBD for additional questions or information?

All inquiries regarding MPP should be directed to the DMWBD's Business Development unit by emailing: MWBEBusinessDev@esd.ny.gov or calling 212.803.2433.