

# All Small Mentor-Protege Program

## What to include in your Joint Venture Agreement

### State:

- The purpose of your Joint Venture.
- The protege is the managing venturer; the project manager is an employee of the protege firm.
- Protege owns 51 percent of the Joint Venture, and it's a separate legal entity.
- The Joint Venture will have a separate account requiring signatures by all parties for withdrawals.
- Each parties' responsibilities regarding contract negotiations, labor sourcing and performance.
- The protege will receive profits commensurate with the work performed.

### Affirm:

- Quarterly financial statements showing cumulative contract receipts and expenditures will be submitted to the SBA within 45 days of the close of operating quarter.
- Project end profit and loss statement and final profit distribution will be submitted to the SBA within 90 days after contract completion.

### Also:

- Itemize all major equipment, facilities and resources furnished by each party.
- Obligate all parties to finish the contract whether one party withdraws from the agreement.



The U.S. Small Business Administration's **All Small Mentor-Protege Program** encourages small businesses to partner with a more experienced firm for mentorship. At the same time you're gaining invaluable direction and experience, you and your mentor can compete for government contracts, further growing your business.

You and your mentor can form a **Joint Venture** and compete for government contracts reserved for small businesses, even those contracts set aside for service disabled veterans, women, or HUBZone businesses. The Joint Venture will qualify for contracting set-asides that you are eligible for as a small business.

### Need help?

Visit your local SBA office, [sba.gov/tools/local-assistance](https://www.sba.gov/tools/local-assistance).  
Visit [sba.gov/allsmallmpp](https://www.sba.gov/allsmallmpp)  
or email [AllSmallMPP@sba.gov](mailto:AllSmallMPP@sba.gov).



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