



DON Mentor-Protégé Agreement Tracking Sheet

*For HCA Use ONLY

Endorsing HCA: _____

MPA Between _____

Points of Contact (POCs)

	Mentor POC #1	Mentor POC #2	Protégé POC #1	Protégé POC #2	Contracting Officer
Name:					
Address:					
Work Phone:					
Mobile Phone:					
Email:					
Fax:					

	Agreement Specifics	Comments
Submittal Date:		
Approval Date:		
Duration of Agreement:		
Period of Performance Start Date:		
Period of Performance End Date:		
Total Value of Agreement:		
Contract Number:		

Funding

	Date	Amount	Approved/Denied	Purpose
Funding Requested:		\$ -	Approved <input type="checkbox"/> Denied <input type="checkbox"/>	Base Yr <input type="checkbox"/> OY1 <input type="checkbox"/> OY2 <input type="checkbox"/> Milestone Realignment <input type="checkbox"/> Terminate <input type="checkbox"/>
Contract Mod Sent:		\$ -	Input Contract Mod #	
Funding Received:				
Comments:				
De-Obligate		\$ -		Base Yr <input type="checkbox"/> OY1 <input type="checkbox"/> OY2 <input type="checkbox"/> Milestone Realignment <input type="checkbox"/> Terminate <input type="checkbox"/>
Comments:				
Funding Requested:		\$ -	Approved <input type="checkbox"/> Denied <input type="checkbox"/>	Base Yr <input type="checkbox"/> OY1 <input type="checkbox"/> OY2 <input type="checkbox"/> Milestone Realignment <input type="checkbox"/> Terminate <input type="checkbox"/>
Contract Mod Sent:		\$ -	Input Contract Mod #	
Funding Received:				
Comments:				
De-Obligate		\$ -		Base Yr <input type="checkbox"/> OY1 <input type="checkbox"/> OY2 <input type="checkbox"/> Milestone Realignment <input type="checkbox"/> Terminate <input type="checkbox"/>
Comments:				



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Funding Requested:	\$ -	Approved <input type="checkbox"/> Denied <input type="checkbox"/>	Base Yr <input type="checkbox"/> OY1 <input type="checkbox"/> OY2 <input type="checkbox"/>	Milestone Realignment <input type="checkbox"/> Terminate <input type="checkbox"/>
Contract Mod Sent:	\$ -	Input Contract Mod #		
Funding Received:				
Comments:				
De-Obligate	\$ -		Base Yr <input type="checkbox"/> OY1 <input type="checkbox"/> OY2 <input type="checkbox"/>	Milestone Realignment <input type="checkbox"/> Terminate <input type="checkbox"/>
Comments:				
Funding Requested:	\$ -	Approved <input type="checkbox"/> Denied <input type="checkbox"/>	Base Yr <input type="checkbox"/> OY1 <input type="checkbox"/> OY2 <input type="checkbox"/>	Milestone Realignment <input type="checkbox"/> Terminate <input type="checkbox"/>
Contract Mod Sent:	\$ -	Input Contract Mod #		
Funding Received:				
Comments:				
De-Obligate	\$ -		Base Yr <input type="checkbox"/> OY1 <input type="checkbox"/> OY2 <input type="checkbox"/>	Milestone Realignment <input type="checkbox"/> Terminate <input type="checkbox"/>
Comments:				
Funding Requested:	\$ -	Approved <input type="checkbox"/> Denied <input type="checkbox"/>	Base Yr <input type="checkbox"/> OY1 <input type="checkbox"/> OY2 <input type="checkbox"/>	Milestone Realignment <input type="checkbox"/> Terminate <input type="checkbox"/>
Contract Mod Sent:	\$ -	Input Contract Mod #		
Funding Received:				
Comments:				
De-Obligate	\$ -		Base Yr <input type="checkbox"/> OY1 <input type="checkbox"/> OY2 <input type="checkbox"/>	Milestone Realignment <input type="checkbox"/> Terminate <input type="checkbox"/>
Comments:				

Base Yr	Reports Received		Program Mgmt Reviews	DCMA Annual Reviews	Close-Out Review	Post-Program Review
	MER Date	SAR Date	PMR Date	DCMA Review Date	Close-Out Review Date	PPR Date
January						
February						
March						
April						
May						
June						
July						
August						
September						
November						
December						



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Reports Received							Program Mgmt Reviews	DCMA Annual Reviews	Close-Out Review	Post-Program Review
OY1	MER Date	SAR Date				PMR Date	DCMA Review Date	Close-Out Review Date	PPR Date	
January										
February										
March										
April										
May										
June										
July										
August										
September										
November										
December										
Reports Received							Program Mgmt Reviews	DCMA Annual Reviews	Close-Out Review	Post-Program Review
OY2	MER Date	SAR Date				PMR Date	DCMA Review Date	Close-Out Review Date	PPR Date	
January										
February										
March										
April										
May										
June										
July										
August										
September										
November										
December										

Major Milestones/Technology Transfer			
Milestones	Date Completed	Percent Complete	Comments