

SFASU Purchasing & Inventory Department

www.sfasu.edu/purchasing/

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Campus Map:
www.sfasu.edu/common/docs/sfasu_campus_map.pdf

Mentor Protégé Program

www.sfasu.edu/purchasing/

The goal of Stephen F. Austin State University's Mentor-Protégé Program is to build effective working relationships between leaders of mature established companies and emerging minority and women owned companies in order for the latter to benefit from the knowledge and experience of the established firms.

The purpose of the Mentor-Protégé program is to identify and overcome barriers that typically inhibit or restrict the success of minority and women owned businesses by encouraging relationships with other businesses, thereby increasing the ability of HUBs to contract with state agencies or receive subcontracts under state agency contracts.

Participation in the Mentor-Protégé Program is entirely voluntary on both the part of the Mentor and Protégé and is neither a guarantee for contract opportunity nor a promise of business.

If you are interested in participating as either a Mentor or a Protégé, please contact the SFA HUB Coordinator for more information or download procedures, application forms, or a sample agreement from

<http://www.sfasu.edu/purchasing/vendor/hubprogram/mentor.asp>

Mentor Protégé Agreement

www.sfasu.edu/purchasing/vendor/hubprogram/mentor.asp

The Mentor Protégé Agreement is a document drawn between the Mentor and Protégé detailing the nature of the relationship, for the purpose of SFA sponsorship. As a means of facilitating the development of the Agreement, the Mentor and Protégé may request to meet with a SCORE or Small Business Development Center representative as an orientation to the Mentor Protégé relationship.

By working together in regularly scheduled meetings, mentors focus on developing Protégés' business plans, and implementing the actions necessary to obtain results reflected in the Mentor-Protégé Agreement. This effort may from time to time include the SFA HUB Coordinator or Mentor-Protégé Program Partners.

A sample Mentor Protégé Agreement is available at:
www.sfasu.edu/purchasing/docs/HUBAgmtSample.doc

Who can be a Mentor?

A Mentor firm is a larger, well established and successful company who is willing to unselfishly commit time and resources to teach, develop, and grow a small business that is ready to take the next step toward growth and success. Consideration of eligibility will include, but not be limited to completion of an application and:

- Registration with the State of Texas Centralized Masters Bidders List (CMBL)
- Whether the Mentor is in "good standing" with the State of Texas and is not in violation of any State statutes, rules or governing policies;
- Previous mentoring experience and prior work history; Ability to provide developmental guidance in areas provided by the protégé.

Who can be a Protégé?

A Protégé firm is a smaller company with a vision and qualifications for growth, but who needs the environment in which to learn more about their industry and/or successful ways to promote growth from within. Consideration of eligibility will include, but not be limited to completion of an application and:

- Whether the Protégé is eligible and willing to become certified as a HUB; or is a currently certified HUB business (Protégé must be certified as a HUB prior to TBPC listing the Mentor Protégé Agreement on the official list);
- Business in operation for at least one year;
- Ability to identify the type of guidance that is needed for business development
- Whether the Protégé is in "good standing" with the State of Texas and is not in violation of any State statutes, rules or governing policies;
- Desire to participate with a mentoring firm.

HUB ELIGIBILITY

www.tbpc.state.tx.us/hub/index.html

To be considered a Historically Underutilized Business (HUB), qualified vendors must be certified by the State of Texas Building and Procurement Commission. Vendors not currently certified should complete a HUB certification application, which can be provided by the SFA HUB Coordinator or down-loaded from the Texas Building and Procurement Commission (TBPC) web site. For more information, please see www.tbpc.state.tx.us/communities/procurement/prog/hub/brochure.pdf

A "Historically Underutilized Business" is an entity with its principal place of business in Texas, and is at least 51% owned by an Asian Pacific American, Black American, Hispanic American, Native American and/or American woman who reside in Texas and have a proportionate interest and demonstrate active participation in the control, operations and management of the entity's affairs. www.tbpc.state.tx.us/communities/procurement/prog/hub

Texas Government Code Chapter 2161
<http://tlo2.tlc.state.tx.us/statutes/statutes.html>

Texas Administrative Code, Title 1, Part 5,
Chapter 111, Subchapter B.
[http://info.sos.state.tx.us/pls/pub/readtac\\$ext.viewtac](http://info.sos.state.tx.us/pls/pub/readtac$ext.viewtac)

Mission Statement

The mission of the SFA Historically Underutilized Business (HUB) program is to insure that ALL vendors receive full and equal opportunity to participate in contracting opportunities through race-, ethnic-, and gender-neutral policies. The Director of Purchasing and Inventory serves as the official HUB Coordinator for the University.

Don't Miss Your Opportunity

Armed with a massive marketplace and purchasing power larger than many small countries, the State of Texas offers abundant opportunity for minority and women owned businesses through the Statewide Historically Underutilized Business (HUB) Program. The program and its free four-year certification gives minority and women owned companies the opportunity to do business with approximately 300 state agencies, including institutions of higher education. These state entities are required, per legislation, to make a good faith effort to increase business awards to HUBs and report their utilization of the HUB businesses.

That means more opportunity for you!

www.tbpc.state.tx.us/communities/procurement/prog/hub/brochure.pdf

HUB Disclaimer

Every effort has been made to insure that this brochure is accurate and in accordance with the statutes enacted by the State of Texas Texas Government Code Chapter 2161 <http://tlo2.tlc.state.tx.us/statutes/statutes.html> and Texas Administrative Code, Title 1, Part 5, Chapter 111, Subchapter B. [http://info.sos.state.tx.us/pls/pub/readtac\\$ext.viewtac](http://info.sos.state.tx.us/pls/pub/readtac$ext.viewtac) and administered by the Texas Building and Procurement Commission, TBPC. www.tbpc.state.tx.us

Stephen F. Austin State University

HISTORICALLY UNDERUTILIZED BUSINESSES

www.sfasu.edu



MENTOR PROTÉGÉ PROGRAM BROCHURE

www.sfasu.edu/purchasing/docs/Mentor_Protege_Brochure.pdf

(REVISED APRIL 2007)