

Mentor:

Protégé:

MPP Agreement/Contract Number:

Mentor-Protégé Program Change Request No. \_\_\_\_\_  
(Please use additional sheets to provide more information if necessary)

|   |  |
|---|--|
| <b>Nature of Change</b>   |  |
| <b>Reason for Change</b>  |  |
| <b>Impact to Agreement</b><br>The area that is being deleted or modified; explain the impact to protégé needs. (If change affects milestones (tasks/subtasks), attach revised Gantt Chart that clearly depicts the changes in BLUE font.) |  |
| <b>Cost</b><br>Identify the costs that are being deleted and then being added. Ensure explanation trace back to total costs. (Clearly explain the costs (Tasks/subtasks, ACRN, YR./ activities/ hours/ ODCs/etc.)                         |  |
| <b>Impact on ODC's</b><br>Need to define if above/below 10% ODCs. (Provide IAW DFARS Appx I, Para I-109(c))   |  |
| <b>Benefit of Change to the Protégé</b>   |  |

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**Mentor Program Manager Request Signature**

**Date**

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**\*Protégé Signature of Concurrence**

**Date**

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**NGA Office of Small Business Programs  
Signature of Acceptance**

**Date**

**NOTES:**

- 1- All CRs must be signed by both the mentor and protégé before submitting to NGA for consideration.**
- 2- Updated changes must be included in the next PMR Milestones)**
- 3- Copy of signed Change Request Form must be sent to DCMA)**