

What types of spending are included in the current state Agency Diversity Participation Plan reports?

The Office of Minority and Women's Business Enterprises (OMWBE) is required to report on each state agency's spending with small, women-, veteran-, and minority-owned businesses. An automated report—the state Agency Diversity Participation Plan report—is currently used for this purpose.

Key Findings

- The reports rely on data from the state's payment system, called the Agency Financial Reporting System (AFRS).
- The report generally tries to capture all payments by the state to businesses, with a few exceptions for types of spending that don't readily allow a choice of vendor (e.g. utilities, debt service, facility rent)
- However, the report currently only looks at payments made directly by the state to a business. Thus the report does not count:
 - Subcontractor payments made by a prime contractor to the state
 - Purchases for goods or services made with a state purchase card (or P-card, used like a credit card). The payment system—and thus the report-- currently only recognizes the state's payment to the bank card company, not the individual transactions with each business actually supplying the good or service
 - The spend by local governments from grants provided by the state
- There are a few categories of spending that are excluded from the report for reasons that are not readily apparent (i.e., other kinds of rentals, software, training).

	What's included	Except. . . .	Questions/ Opportunities
Manner of Payment	All payments processed through the AFRS <ul style="list-style-type: none"> • Warrants • ACH (Electronic Transfers) 	<ul style="list-style-type: none"> • Cash Payments • Payments by P-card 	Disaggregating and including: <ul style="list-style-type: none"> • P-card spend • Subcontractor data
Color of Money	All funds		
Payee	All payees with a federal Tax Identification # (TIN)	<ul style="list-style-type: none"> • State and other government entities • Revenue refunds • Employees • Volunteers • Clients 	
Categories of spend	<p>C. Professional service contracts</p> <p>E. Goods and services</p> <p>EA. Supplies</p> <p>EB. Communications</p> <p>EE. Repairs/maintenance</p> <p>EF. Printing</p> <p>EH. Furnishings/equipment</p> <p>EP. Insurance</p> <p>ER. Purchased services</p> <p>ES. Vehicle operations</p> <p>EZ. Miscellaneous</p> <p>F. Cost of goods sold (some FD,FH)</p> <p>J. Capital outlays (most types)</p> <p>Assets (JA, JB, JC, JE, JF, JM, JQ)</p> <p>Construction of assets (JG, JH, JK)</p> <p>Planning and other related construction costs (JL, JZ)</p>	<p>A/B. Employee compensation</p> <ul style="list-style-type: none"> • Activities internal to state government <p>Services provided by state agencies (EK, EL, EM, EN, ET, EV,EW, EX, GN)</p> <p>Inter-/itra-agency reimbursements (S/T)</p> <p>EC. Utilities</p> <p>ED. Rentals/leases</p> <p>EG. Training</p> <p>EI. Retailer commissions</p> <p>EJ. Subscriptions</p> <p>EY. Software licenses, maintenance, subscriptions</p> <ul style="list-style-type: none"> • Some cost of goods sold categories (FA, FB, FC, FE) <p>G. Travel</p> <p>JD. Library resources</p> <p>JN. Relocation costs</p> <p>JR. Intangible assets</p> <p>N. Grants, benefits, and client services</p> <p>P. Debt service</p>	<p>Are there excluded expenditures that should be included?</p> <p>Are there included expenditures that should be excluded?</p>

Data Subsets	Certification Source	If certified on:
Veteran Businesses	DVA Certification	Date payment is made
Minority-Owned Businesses	OMWBE Certification	Date payment is made
Woman-Owned Businesses	OMWBE Certification	Date payment is made
Minority Woman-Owned Businesses	OMWBE Certification	Date payment is made
Socially and Economically Disadvantaged Owned Businesses	OMWBE Certification	Date payment is made
Combination-Owned Businesses	OMWBE Certification	Date payment is made
Small Businesses	Registered in Washington Electronic Business Solution (WEBS) and self-certified or other certification by OMWBE	Date payment is made