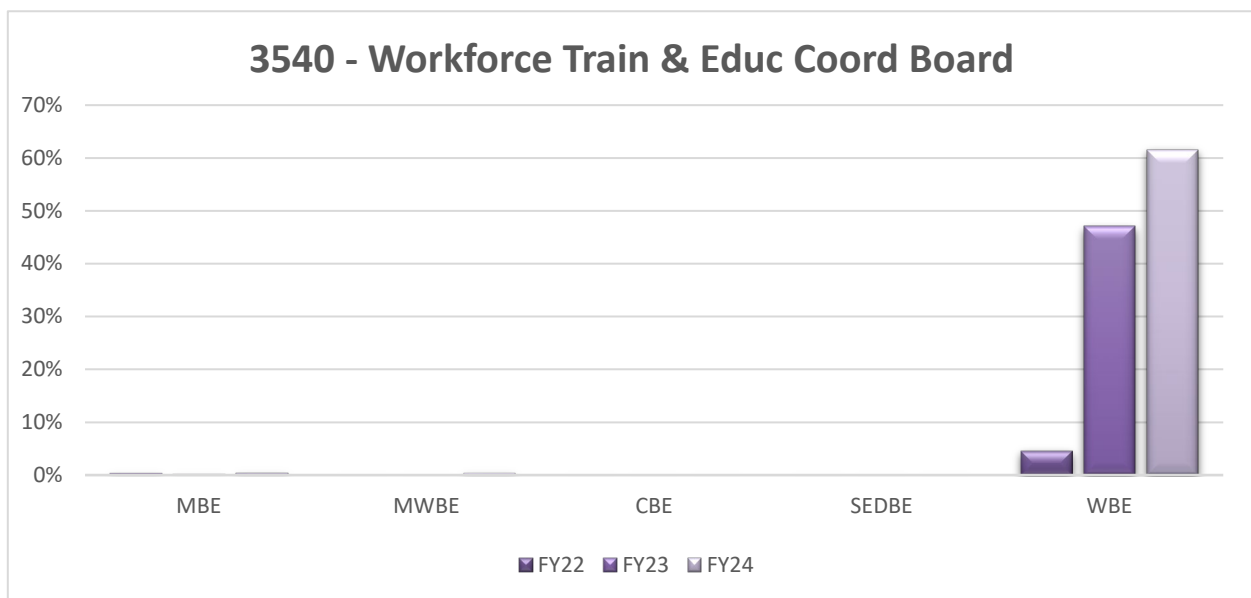




Please insert your agency logo here.

FY25 Business Diversity Spending Goal Plan – Agency name
[Governor's Supplier Diversity Subcabinet approved best practices](#)

(Agency graph showing spend comparison from FY23 and FY24)



FY 2023 – No spending goal established

FY 2023 – 47.02%

FY24 Spending Goal – 9.93%

FY24 Actual Spend – 61.48%

FY25 Spending Goal: 10.00%

Summary Statement:

Agency will maintain list of certified businesses to refer to when beginning the contract solicitations. When beginning the bidding process, the agency will reach out certified businesses to encourage their participation. Agency is working on funding for a contract specialist who will assist with these efforts.

Steps your agency has completed to prepare for forecasting and steps remaining:

Identifying current contracts for supplier diversity and recording in ECMS. Direction for all new contract inquiries to be vetted through OMWBE website.

How are supplier diversity efforts managed within your agency:

- Developing agency capacity to increase supplier diversity by having more employees trained in contract management
- Having internal conversations about outreach
- Have asked for funding via a DP for a contracts specialist who would be responsible for our Supplier Diversity and outreach activities

Is your agency currently using the Outreach Module in Access Equity for marketing and connecting with Diverse Businesses?

No

Are you using the Contract Compliance module in Access Equity to report your contract & purchase orders that include subcontractors (including statewide contracts)?

Yes

How does your agency track efforts to notify businesses about purchasing and opportunities to bid on contracts?

No tracking implemented

Your agency plan according to EO 22-01 should already be implemented. How has your plan aided in your efforts to increase your agency plan from last year?

With the addition of prompts on agency contract routing/procedures, contract managers are required to answer question acknowledging if vendor is/isn't certified business. It serves as a reminder that vendors need to be researched for eligibility.

Did your agency's spend decrease for FY24? If so, what was the reason(s)? What perceived barriers did you face? No

What new efforts are you going to implement to try to increase your spending with small-minority and women owned businesses?

Have asked for funding via a DP for a contracts specialist who would be responsible for our Supplier Diversity and outreach activities.

Have directed our small purchase dollars to certified women owned business