To be submitted Semi-Annually by the Loan Recipient.

# Form 6-O
# DBE (MBE/WBE) Utilization under State of Idaho State Revolving Fund (SRF)

SRF Loan Number

**1.** Federal Fiscal Year

**2.** Reporting Period: 1st (Oct-Mar) ☐ 2nd (Apr-Sept) ☐

**3**. Financial Assistance Agency

Idaho Department of Environmental Quality
1410 North Hilton Drive
Boise, ID 83706
Attention: MBE/WBE Reporting (Grants & Loans Program)

**4.** Reporting Recipient

Name

Street Address

City, State, ZIP

**4a.** Reporting Contact

**4b.** Phone, Email

## MBE/WBE Procurement Accomplished This Period

**5.** MBE ($)

**5a.** WBE ($)

**5b.** Total Procurement This Period

**6.** MBE/WBE Procurement Made During Reporting Quarter (use additional sheet if more space is needed):

| *Business Enterprise* Minority | Women | Dollar Value of Procurement | Date of Award | Name/Address of MBE/WBE Contractor or Vendor |
|---|---|---|---|---|
| ☐ | ☐ | | | |
| ☐ | ☐ | | | |
| ☐ | ☐ | | | |
| ☐ | ☐ | | | |
| ☐ | ☐ | | | |

**7.** Name of Authorized Representative

**8.** Title

**9.** Signature Of Authorized Representative

**10.** Date

**INSTRUCTIONS: MBE/WBE UTILIZATION UNDER STATE OF IDAHO STATE REVOLVING FUND**

A. General Information

Recipients are required to report to DEQ within one month following the end of each reporting period (in other words, April 30 and October 31) during which any procurement is actually executed under this assistance agreement. Reports are required semi-annually.

B. Definitions

A *minority business enterprise* (MBE) is a business (1) that is at least 51% owned by one or more minority individuals, or, in the case of a publicly owned business, at least 51% of the stock is owned by one or more minority individuals; *and* (2) whose daily business operations are managed and directed by one or more of the minority owners.

A *women's business enterprise* (WBE) is a business (1) that is at least 51% owned by one or more women, or, in the case of a publicly owned business, at least 51% of the stock is owned by one or more women; *and* (2) whose daily business operations are managed and directed by one or more of the women owners.

Business firms that are at least 51% owned by minorities or women, but are in fact managed and operated by non-minority individuals or men do not qualify for meeting MBE/WBE procurement goals.

In order for an MBE or WBE firm to be counted for this report, the firm must display proof of qualification (e.g. be listed in the current Disadvantaged Business Enterprise Directory, published by the Idaho Transportation Department).

C. Instructions

Item 1. To be filled in by DEQ representative.

Item 2. Check the applicable reporting period.

Items 4, 4a, 4b. Identify the organization receiving the financial assistance and the person to contact concerning this report.

Items 5, 5a, 5b. Include the dollar amount of MBE, WBE, and total contracts awarded under this assistance agreement this quarter.

Item 6. For each MBE/WBE procurement made under this assistance agreement during the reporting quarter, provide the following information:

a) Check either MBE or WBE.

b) Include the dollar value of procurement.

c) Include the date of the award, shown as month, day, year.

d) Include the name and address of each MBE/WBE firm.

Items 7 and 8. Include the name and title of the official administrator or designated reporting official.

Item 9. If filling out this form in hard copy, the authorized representative should sign. If filling out the form electronically, leave this box blank.

Item 10. Include the month, day, and year that the report is submitted.