**SUPPLIER DIVERSITY (MWBE/SDVOB) - CONTRACTOR COMPLIANCE & PAYMENT REPORT**

**INSTRUCTIONS:** This report must be submitted each reporting period by the Contractor to demonstrate compliance with Supplier Diversity (MWBE and/or SDVOB) Participation Goals set forth in the agreement referenced below. Use this form to list the payments made to NYS-certified MWBEs, SDVOBs, and NYS SBEs. **This form must be accompanied by supporting documentation to validate and verify payment.** Attach additional sheets as needed. [DiversityComplianceReporting@nypa.gov](mailto:DiversityComplianceReporting@nypa.gov).

**Contractor’s Name:**       **Federal Identification No.:**

**Address:**       **Value Contract/Purchase Order #:**

**City, State, Zip Code:**       **Project Customer Name:**       **/ WBS Code #:**

**Telephone No.:**       **Project Description:**      

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| --- | --- | --- | --- | --- |
| **Reporting Period (Monthly or Quarterly)** | | **Authority Contract Information** | **MWBE/SDVOB**  **Goals - Subcontract Amt.** | **MWBE/SDVOB**  **Utilization to Date (%)** |
| Construction / Construction-Related Contracts:  Reporting Month: | | Final Report (select one):  Yes  No  Project Completion Date:  Payment to Contractor This Period: $  Total Paid to Contractor to Date: $ | MWBE      % = $  OR  MBE      % = $  WBE      % = $  SDVOB      % = $ | MWBE      % = $  OR  MBE      % = $  WBE      % = $  SDVOB      % = $ |
| All Other Contracts:  1st Quarter (1/1-3/31)  3rd Quarter (7/1-9/30) | (Select One)  2nd Quarter (4/1-6/30)  4th Quarter (10/1-12/31) |

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| **NYS-certified MWBE, SDVOB, SBE Subcontractors/Suppliers** | **Product Code\*** | **NYS Certification** | **Work Status This Report** | **Subcontract Information** | | |
| **Payments Reported**  **In This Period** | **Previously Reported**  **Payments** | **Total Payments**  **Made to Date** |
| Name:  Address:  FEIN: |  | MBE  WBE  SDVOB  SBE | Active  Inactive  Complete | $ | $ | $ |
| Name:  Address:  FEIN: |  | MBE  WBE  SDVOB  SBE | Active  Inactive  Complete | $ | $ | $ |
| Name:  Address:  FEIN: |  | MBE  WBE  SDVOB  SBE | Active  Inactive  Complete | $ | $ | $ |
| **Total** | | | | $ | $ | $ |  |

|  |  |
| --- | --- |
| I certify that the information presented in the Supplier Diversity (MWBE/SDVOB) - Contractor Compliance & Payment Report  is accurate and complete. Submission of this Report for MWBE firms with a *Complete* Work Status shall constitute a post  completion certification indicating that the MWBE firm performed the work on the approved Utilization Plan.  **Prepared By** (Signature)**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:**        **Name and Title of Preparer** (Print or Type)**:**       **Email Address:** | **NYPA & CANAL – SUPPLIER DIVERSITY** |
| **REVIEWED BY:**  **DATE:**  REV: 5/2025 |

**SUPPLIER DIVERSITY (MWBE/SDVOB) - \*PRODUCT KEY CODE**

A = Agriculture/ Landscaping (e.g., all forms of landscaping services)

B = Mining (e.g., geological investigations)

C = Construction

C15 = Building Construction – General Contractors

C16 = Heavy Construction (e.g., highway, pipe laying)

C17 = Special Trade Contractors (e.g., plumbing, heating, electrical, carpentry)

D = Manufacturing

E = Transportation, Communication and Sanitary Services (e.g., delivery services, warehousing, broadcasting and cable systems)

F/G = Wholesale/Retail Goods (e.g. hospital supplies and equipment, food stores, computer stores, office supplies

G52 = Construction Materials (e.g., lumber, paint, law supplies)

H = Financial, Insurance and Real Estate Services

I = Services

I73 = Business Services (e.g., copying, advertising, secretarial, janitorial, rental services of equipment, computer programming, security services)

I81 = Legal Services

I82 = Education Services (e.g., AIDS education, automobile safety, tutoring, public speaking)

I83 = Social Services (Counselors, vocational training, child care)

I87 = Engineering, architectural, accounting, research, management and related services