

# Supplier Diversity Form

In order to comply with reporting requirements, Tennessee Tech requires suppliers to Provide the following information.



Please complete all information and sign as directed.

<p>1. Supplier Legal Entity Name (Name used for tax filing purposes):</p> <p>_____</p> <p>Supplier Legal Entity Name</p> <p>_____</p> <p>Supplier Contact Person</p> <p>_____</p> <p>Contact Email Address</p>	<p>4. Kind of Ownership (Check all that apply):</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Government (GO)</li> <li><input type="checkbox"/> Non-Profit (NO)</li> <li><input type="checkbox"/> Majority (MJ)</li> <li><input type="checkbox"/> Minority (MO)*</li> <li><input type="checkbox"/> Woman (WO)</li> <li><input type="checkbox"/> Small (SB)</li> <li><input type="checkbox"/> State of TN Agency</li> <li><input type="checkbox"/> Service-Disabled Veteran (SV)*</li> <li><input type="checkbox"/> Certified Disabled (DB)*</li> </ul> <p>*See reverse side of form for clarification of these categories.</p>
<p>2. Please provide Email Address or Fax Number where Purchase Orders should be sent:</p> <p>_____</p> <p>Email Address</p> <p>_____</p> <p>Fax Number</p>	<p>5. Minority / Ethnicity Code (Check One):</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> African American (MA)</li> <li><input type="checkbox"/> Native American (MN)</li> <li><input type="checkbox"/> Hispanic American (MH)</li> <li><input type="checkbox"/> Asian American (MS)</li> </ul>
<p>3. Is Supplier foreign owned? (Foreign Supplier means a foreign controlled or registered company outside the United States and at the same time not having permanent place of operation inside the United States.)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> No</li> <li><input type="checkbox"/> Yes (If yes, state country):</li> </ul> <p>_____</p>	<p>6. Preferences for reporting purposes: (Note: If Supplier qualifies in multiple categories as small, woman-owned and/or minority, Supplier is to specify in which category is to be considered for reporting and classification purposes.) Check only one.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Small</li> <li><input type="checkbox"/> Woman-Owned</li> <li><input type="checkbox"/> Minority-owned</li> <li><input type="checkbox"/> Service-disabled veteran</li> <li><input type="checkbox"/> Certified disabled</li> </ul>
<p>Certification: I certify that all of the information as completed above is accurate and true. (Signature required below.)</p> <p>Signed: _____ Name Printed: _____</p> <p>Date: _____ Title: _____</p>	
<p><b>Governor's Office of Diversity Business Enterprise (GoDBE):</b></p> <p>The Governor's GoDBE office, registers, assesses, certifies, and refers diversity business enterprises that are "ready, willing, and able" to do business with the State. If you would like to become certified with the GoDBE Office see the information below.</p> <p>For more information visit: <a href="https://tn.diversitysoftware.com/">https://tn.diversitysoftware.com/</a></p> <p>Or Contact:</p> <p>Rafael Borjas, Diversity Business Liaison</p> <p>Governor's Office of Diversity</p> <p><a href="mailto:Rafael.Borhas@tn.gov">Rafael.Borhas@tn.gov</a></p> <p>Office: 615-532-9013</p>	

**Minority Owned (MO)** means a business that is a continuing, independent, for profit business which performs a commercially useful function and is at least fifty-one percent (51%) owned and controlled by one (1) or more minority individuals who are impeded from normal entry into the economic mainstream because of past practices of discrimination based on race or ethnic background. "Minority" means a person who is a citizen or lawful permanent resident of the United States and who is:

- a) African American (a person having origins in any of the black racial groups of Africa);
- b) Hispanic (a person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race);
- c) Asian American (a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands); or
- d) Native American (a person having origins in any of the original peoples of North America).

**Woman-Owned (WO)** means a business that is a continuing, independent, for profit business which performs a commercially useful function and is at least fifty-one percent (51%) owned and controlled by one (1) or more women; or, in the case of any publicly owned business, at least fifty-one percent (51%) of the stock of which is owned and controlled by one (1) or more women and whose management and daily business operations are under the control of one (1) or more women.

**Small Business (SB)** means a business that is independently owned and operated for profit, is not dominant in its field of operation and is not an affiliate or subsidiary of a business dominant in its field of operation. The Governor's Office of Diversity Business Enterprise establishes small business guidelines on industry size standards. The criteria guidelines are required to be met in order for a business to be considered small. The annual receipts or number of employees indicates the maximum allowed for a small business concern and its affiliates to be considered small.

TYPE OF BUSINESS	ANNUAL GROSS SALES	NO. OF EMPLOYEES
Agriculture, Forestry, Fishing	\$500,000	9
Architectural / Design / Engineering	\$2,000,000	30
Construction	\$2,000,000	30
Educational	\$1,000,000	9
Finance, Insurance & Real Estate	\$1,000,000	9
Information Systems / Technology	\$2,000,000	30
Manufacturing	\$2,000,000	99
Marketing / Communications / Public Relations	\$2,000,000	30
Medical / Healthcare	\$2,000,000	30
Mining	\$1,000,000	49
Retail Trade	\$750,000	9
Service Industry	\$500,000	9
Transportation, Commerce & Utilities	\$1,000,000	9
Wholesale Trade	\$1,000,000	19

**Service-Disabled Veteran Business Enterprise (SDVBE)** means any person who served honorably on active duty in the Armed Forces of the United States with at least a twenty percent (20%) disability that is service-connected, meaning that such disability was incurred or aggravated in the line of duty in the active military, naval or air service. "Tennessee Service disabled Veteran Owned Business" means a service-disabled veteran owned business that is a continuing, independent, for-profit business located in the state of Tennessee that performs a commercially useful function, and that:

- a) Is at least fifty-one percent (51%) owned and controlled by one (1) or more service-disabled owned veterans;
- b) In the case of a business solely owned by one (1) service-disabled veteran and such person's spouse, is at least fifty percent (50%) owned and controlled by the service-disabled veteran; or
- c) In the case of any publicly owned business, at least fifty-one percent (51%) of the stock of which is owned and controlled by one (1) or more service-disabled veterans and whose management and daily business operations are under the control of one (1) or more service-disabled veterans.

**Certified Disabled-Owned (DB)** means a business owned by a "person with a disability" that is a continuing, independent, for-profit business that performs a commercially useful function, and is at least fifty-one percent (51%) owned and controlled by one (1) or more persons with a disability; or, in the case of any publicly-owned business, at least fifty one percent (51%) of the stock of which is owned and controlled by one (1) or more persons with a disability and whose management and daily business operations are under the control of one (1) or more persons with a disability. "Person with a disability" means an individual who meets at least one (1) of the following:

- a) Has been diagnosed as having a physical or mental disability resulting in marked and severe functional limitations that is expected to last no less than twelve (12) months;
- b) Is eligible to receive social security disability insurance (SSDI); or
- c) Is eligible to receive supplemental security income (SSI) and has a disability as defined in subdivision a).