

# Grant & Loan Bulletin 1604B

## CONTACTS & INFORMATION

**Bulletin Date:**

June 29, 2016

**Effective Date:**

July 1, 2016

**From:**

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**Questions:**

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**Subject**

Contractor Participation for Minority and Women Business Enterprises (MBE/WBE) Reporting.

**Applies to**

All Ecology grants and loans managed in the Ecology Administration of Grants and Loans (EAGL) System, funded with state or federal dollars.

**Action required**

All recipients of Ecology grants and loans managed in EAGL are required to report contractor participation for minority and women business enterprises on payment request form D.

The new form will appear on the Payment Request Forms menu inside of the system at 3:30pm PDST, on July 1, 2016. Recipients will be required to complete this form if they start a new payment request or have one in process in the following status:

- Payment Request/Progress Report Initiated.
- Payment Request/Progress Report Modifications Required.

Instructions for completing the new form will be available by PDF at the top of the Payment Request Forms menu.

**Why the change**

To comply with both Washington State Law, RCW 39.19.060, and federal policy related to MBE/WBE programs, and to capture all good faith efforts to include Ecology's participation.

**Special accommodations**

To request ADA accommodation for disabilities, or printed materials in a format for the visually impaired, call Ecology at 360-407-6386 or visit <http://www.ecy.wa.gov/accessibility.html>. Persons with impaired hearing may call Washington Relay Service at 711. Persons with speech disability may call TTY at 877-833-6341.

