

<p>FORM A Longwood University SWAM-OWNED BUSINESS QUARTERLY UTILIZATION REPORT</p>

Reporting Period: Fiscal Year _____ Quarter ____ (1st, 2nd, 3rd, 4th)

DIRECT EXPENDITURES: The amount spent with SWAM-owned businesses for work directly traceable to the fulfillment of a contract(s) with Longwood University (Note: please do not include agency salaries, postage, etc. in these figures; we are looking for discretionary purchases)

Class: (MB) Minority Business, (WB) Women-owned Business, (SB) Small Business

MB/WB/SB Used	Class	Telephone	Services/Products Provided	Dollars
			A) Total this page	
			B) Total from additional pages	
			C) Total Dollars (A&B)	

PERCENTAGE OF TOTAL PROCUREMENT EXPENDITURES WITH SWAM SUPPLIERS

Fiscal Year	Total Procurement Expenditures with all Suppliers	Percent with MB Suppliers	Percent with WB Suppliers	Percent with SB Suppliers
Current				
Previous				

BASELINE DIRECT EXPENDITURES FOR THE LAST 3 FISCAL YEARS

Fiscal Year	Class	Total Dollar Amount

FORM B Longwood University SWAM-OWNED BUSINESS QUARTERLY UTILIZATION REPORT
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Reporting Period: Fiscal Year _____ Quarter ____ (1st, 2nd, 3rd, 4th)

SUBCONTRACTING EXPENDITURES: The amount spent by prime contractors with Longwood University SWAM-owned businesses for work directly traceable to the fulfillment of a contract(s) with Longwood University (**Note: please do not include agency salaries, postage, etc. in these figures; we are looking for discretionary purchases**)

Class: (MB) Minority Business, (WB) Women-owned Business, (SB) Small Business

MB/WB/SB Used	Class	Telephone	Services/Products Provided	Dollars
			A) Total this page	
			B) Total from additional pages	
			C) Total Dollars (A&B)	

PERCENTAGE OF TOTAL SUBCONTRACTING EXPENDITURES (if available) WITH SWAM SUPPLIERS

Fiscal Year	Total Subcontracting Expenditures with all Suppliers	Percent with MB Suppliers	Percent with WB Suppliers	Percent with SB Suppliers
Current				
Previous				

BASELINE SUBCONTRACTING EXPENDITURES (if available) FOR THE LAST 3 FISCAL YEARS

Fiscal Year	Class	Total Dollar Amount