

M/WBE Documents

M/WBE Goal Calculation Worksheet
 (This form should reflect the current year's budgeted costs)

RFP # and Title: _____

Applicant Name: _____

The M/WBE participation for this grant is 30% of each applicant's total discretionary non- personal service budget over the entire term of the grant. Discretionary non-personal service budget is defined as the total budget, excluding the sum of funds budgeted for direct personal services (i.e., professional and support staff salaries) and fringe benefits, as well as rent, lease, utilities, and indirect costs, if these are allowable expenditures.

Please complete the following table to determine the dollar amount of the M/WBE goal for this project year.

	Budget Category	Amount budgeted for items excluded from M/WBE calculation	Totals (Current FS-10)
1.	Total Budget		
2.	Professional Salaries		
3.	Support Staff Salaries		
4.	Fringe Benefits		
5.	Preferred Source Vendor*		
6.	Rent/Lease/Utilities		
7.	Sum of lines 2, 3, 4, 5, and 6		
8.	Line 1 minus Line 7		
9.	M/WBE Goal percentage (30%)		0.30
10.	Line 8 multiplied by Line 9 =MWBE goal amount		

*Preferred Source vendors as defined in NYS Finance Law include NYS Industries for the Disabled (NYSID) and the NYS Preferred Source Program for People who are Blind (NYSPSP). **Please note** that only shredding and document conversion services are exempt from the M/WBE goal calculation.

NYSED Internal Use Only (please check one):

For Original/Annual Submission

For Amendment Submission #