

**MINORITY BUSINESS ENTERPRISE (MBE) / WOMAN BUSINESS ENTERPRISE (WBE)  
REPORT – NSP/HOME/CDBG PROGRAM (To Be Submitted Quarterly)**

Contractor: \_\_\_\_\_

Project Name/Address: \_\_\_\_\_

Date: \_\_\_\_\_

Contract Date: \_\_\_\_\_

MBE/WBE Contract Amount	Type of Trade	Contractor/ Subcontractor Business		Woman Owned Business (Yes or No)	Contractor/ Subcontractor Identification Number (FEIN)	Contractor/Subcontractor Name and Address
		Race	Ethnic Code			
\$						
\$						
\$						
\$						

This report is to be filed with a NSP grantee's Completion Report when a minority business enterprise (MBE) or a women's business enterprise (WBE) is involved with the NSP activity.

**MBE/WBE Contract Amount:** Put in whole dollar amount of the MBE/WBE contract.

**Type of Trade:**

- |                        |   |
|------------------------|---|
| 1 – New Construction   | 6 – Professional                        |
| 2 – Substantial Rehab  | 7 – Tenant Services                     |
| 3 – Repair             | 8 – Education/Training                  |
| 4 – Service            | 9 – Architectural/Engineering Appraisal |
| 5 – Project Management | 10 – Other                              |

**Contractor/Subcontractor Business Racial Code:**

- |  |   |
|--|---|
| A – White                                  | F – American Indian/Alaskan Native & White                  |
| B – Black/African American                 | G – Asian & White   |
| C – Asian                                  | H – Black/African American & White                          |
| D – American Indian/Alaskan Native         | I – American Indian/Alaskan Native & Black/African American |
| E – Native Hawaiian/Other Pacific Islander | J – Balance/Other   |

**Ethnic Code:**

- K – Hispanic  
L – Hasidic Jew

**Women Owned Business:**

- Y = Yes  
N = No

**Contractor Identification Number**

Enter the Federal Employer Identification Number (FEIN)

**Contractor/Subcontractor Name and Address**

Enter the full business name of the contractor/subcontractor; also enter the mailing address, indicating if this is a contractor or subcontractor

- C = Contractor  
S = Subcontractor

Example (for a contractor):  
C – ABC Construction, PO Box 1234, Somewhere, WI 54444-1234

**This report to be submitted by the General Contractor on a Quarterly basis to:  
Dept. of City Development, 625 52<sup>nd</sup> Street, Room 308, Kenosha, WI 53140**