



## EIP 2023 Metrics Reporting Worksheet

**Please remember, it may not be necessary for your organization to answer all questions depending on the type of organization, size of your program, or other factors. If there are additional metrics, whether quantitative or qualitative, please do so in the last question.**

*When complete, please submit this form to Sammi Slusher ([sammi@equityininfrastructure.org](mailto:sammi@equityininfrastructure.org)).*

Organization Name:

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Staff member(s) who completed form:

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<i>Name</i>	<i>Title</i>	<i>Email Address</i>
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### **I. General Questions**

1. Data in this form reflects:

Calendar year 2023

Fiscal year 2023, defined as \_\_\_\_\_

2. What was the total dollar value of contracts issued (awarded) by your organization in 2023? Or for the fiscal year as defined above?

3. How many total contracts (what number of contracts) were issued (awarded) by your organization in 2023?

**II. Prime Contracts**

1. What was the total dollar value and total number of prime contracts issued by your organization in 2023?

Below, please list the total number and total dollar value of prime contracts issued to HUBs in 2023.

		Construction	Airport Concessions	Professional Services	Goods & Services
<b>Disadvantaged Business Enterprises</b>	# of Contracts				
	Total Value of Contracts				
<b>Small Business Enterprises</b>	# of Contracts				
	Total Value of Contracts				
<b>Minority Business Enterprises</b>	# of Contracts				
	Total Value of Contracts				
<b>Women Business Enterprises</b>	# of Contracts				
	Total Value of Contracts				
<b>Veteran-owned firms</b>	# of Contracts				
	Total Value of Contracts				
<b>Other (please define)</b>	# of Contracts				
	Total Value of Contracts				
<b>Other (please define)</b>	# of Contracts				
	Total Value of Contracts				
<b>Other (please define)</b>	# of Contracts				
	Total Value of Contracts				

**III. Sub-Contracts**

1. What was the total dollar value and number of subcontracts issued by your organization in 2023?

Below, please list the total number and total dollar value of sub contracts issued to HUBs in 2023.

		Construction	Airport Concessions	Professional Services	Goods & Services
<b>Disadvantaged Business Enterprises</b>	# of Contracts				
	Total Value of Contracts				
<b>Small Business Enterprises</b>	# of Contracts				
	Total Value of Contracts				
<b>Minority Business Enterprises</b>	# of Contracts				
	Total Value of Contracts				
<b>Women Business Enterprises</b>	# of Contracts				
	Total Value of Contracts				
<b>Veteran-owned firms</b>	# of Contracts				
	Total Value of Contracts				
<b>Other (please define)</b>	# of Contracts				
	Total Value of Contracts				
<b>Other (please define)</b>	# of Contracts				
	Total Value of Contracts				
<b>Other (please define)</b>	# of Contracts				
	Total Value of Contracts				

#### **IV. Joint Ventures**

In the table below, please list the total number of HUBs that participated in a joint venture for contracts awarded in 2023.

	JVs on Prime Contracts		Contract Funding Source	
	Number of JVs with HUB as Partner	Total Value of JV Contracts with HUBs as a Partner	Federal	Local
SBEs				
DBEs				
MBEs				
WBEs				
Veteran-Owned				
<b>Total</b>				

#### **V. Equity Partners**

In the table below, please list the total number of HUBs that participated in prime contracts as equity partners during 2023.

	JVs on Prime Contracts		Contract Funding Source	
	Number of JVs with HUB as Partner	Total Value of JV Contracts with HUBs as a Partner	Federal	Local
SBEs				
DBEs				
MBEs				
WBEs				
Veteran-Owned				
<b>Total</b>				

## **VI. Qualitative.**

1. Has your organization appointed any leadership positions solely dedicated to equity efforts, or expanded the role of an established leader to include equity-focused responsibilities in the procurement process?

2. Has your organization considered implementing contract unbundling as a strategy to provide smaller firms with increased opportunities in procurement? If you have already implemented contract unbundling, what prompted your organization to initiate the unbundling of contracts, and what specific objectives or goals were identified in this process?

3. What types of training and education programs related to equity, diversity, and inclusion, if any, does your organization provide to staff?

4. How does your organization collect feedback from HUBs, community members, and other stakeholders to gauge their perception of your equity efforts?

5. To what extent are HUBs included in key decision-making processes related to infrastructure projects within your organization?

