

New York State Division of Criminal Justice Services

**LOCAL ASSISTANCE MWBE SUBCONTRACTOR/SUPPLIER UTILIZATION PROPOSAL FORM**

**IMPORTANT: A LOCAL ASSISTANCE MWBE SUBCONTRACTOR/SUPPLIER UTILIZATION PROPOSAL FORM (DCJS -3301) MUST BE SUBMITTED WITH BID OR PROPOSAL. IN ADDITION TO THE INITIAL SUBMITTAL OF THIS FORM, IT MUST BE SUBMITTED FOR EACH SUBSEQUENT CONTRACT/RENEWAL PERIOD AND WITH ANY REQUESTS FOR BUDGET MODIFICATION, PROVIDING DETAIL OF NEW OR REASSESSED GOALS.**

**Grantee (Contractor) Information:**

1. Name:	Neighborhood Legal Services, Inc.	Address:	237 Main Street, Suite 400, Buffalo, NY 14203
Contact Person/Title:	Diane Pozorski, Fiscal Administrator		Telephone Number: 716-847-0650
2. Contract Number:	T139768	Project Number:	LG13139768
		3. DUNS Number:	118795012
4. Project/RFP Title:	Legislative Initiatives Domestic Violence Legal Support		5. Project Location (Municipality/County/Region): Erie County
6. Contract Amount:	\$41,109.00	7. Grantee Discretionary NPS Amount:	\$0.00
		8. Contract Award Period:	09/16/2013-09/15/2014
9. Description of Goods/Services/Supplies Provided:	N/A		

10. MWBE Subcontractor/Supplier Name and Address	11. NYS MWBE Certified Number	12. Description of Services & Supplies	13. MBE Goal Amount	14. WBE Goal Amount	15. Date of Subcontract	19. MWBE Status and Certification	VERIFIED BY DCJS
						<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> NYS Certified <input type="checkbox"/> Certification Pending	<input type="checkbox"/>
						<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> NYS Certified <input type="checkbox"/> Certification Pending	<input type="checkbox"/>
						<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> NYS Certified <input type="checkbox"/> Certification Pending	<input type="checkbox"/>
						<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> NYS Certified <input type="checkbox"/> Certification Pending	<input type="checkbox"/>
16. Discretionary NPS Amount:		17. Total MWBE Goals:					
18. Total MWBE Percentages:							

**NOTE: If NYS MWBE Certification is pending, a copy of the notice of application receipt issued by the NYS Empire State Development Corporation must accompany this form.**

20. Contractor Certification : Diane Pozorski	<input type="checkbox"/> My firm proposes to use the MWBEs listed above.
21. <input checked="" type="checkbox"/> I certify that to the best of my knowledge, the information provided herein is complete and accurate.	Date: July 29, 2013
<b>FOR DCJS USE ONLY</b>	
MWBE Firms: <input type="checkbox"/> NYS Certified <input type="checkbox"/> Certification Pending <input type="checkbox"/> Unknown	Reviewer Comments: There is only personnel and fringe in the budget - EXEMPT
OPDF Contract Manager: Carol Novak	Review Date: July 31, 2013