



Minority/Ethnicity Form

In order to comply with reporting regulations as required by the State of Tennessee and the United States federal income tax laws, it is necessary that the following information be provided prior to the issuance of any University contract.

1. Name of Contractor:	2. Is Contractor a US citizen?
Federal ID/Social Security Number:	Yes
Federal ID/Social Security Number:	No
If no, state country of citizenship	
(If not a US Citizen, please include a copy of Visa with this form)	
3. Kind of Ownership (Check all that apply):	4. Minority/Ethnicity Code (Check one if applicable):
Govt. (GO)	African American (MA)
Agency of the State of Tennessee (SA)	Native American (MN)
Non-Profit (NO)	Hispanic American (MH)
Majority (MJ)	Asian American (MS)
Minority* (see reverse side for definition)	Other Minority (MO)
Woman (WO)** (see reverse side for definition)	Specify: _____
Small (SM)***(see reverse side for definition)	
Disabled (DO)***(see reverse side for definition)	
Service-Disabled Veteran***(see reverse side for definition)	
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***Minority Ownership Clarification:**

"Minority owned business" means a business that is a continuing, independent, for profit business which performs a commercially useful function, and is at least fifty-one percent (51%) owned and controlled by one (1) or more minority individuals who are impeded from normal entry into the economic mainstream because of past practices of discrimination based on race or ethnic background.

"Minority" means a person who is a citizen or lawful permanent resident of the United States and who is:

- a) African American (a person having origins in any of the black racial groups of Africa);
- b) Hispanic (a person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race);
- c) Asian American (a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands); or
- d) Native American (a person having origins in any of the original peoples of North America).

****Woman-Owned Business Clarification:**

A "woman-owned business" means a woman owned business that is a continuing, independent, for profit business which performs a commercially useful function, and is at least fifty-one percent (51%) owned and controlled by one or more women; or, in the case of any publicly owned business, at least fifty-one percent (51%) of the stock of which is owned and controlled by one (1) or more women and whose management and daily business operations are under the control of one (1) or more women.

*****Businesses owned by persons with Disabilities Clarification:**

"Business owned by persons with disabilities" means a business owned by a person with a disability that is a continuing, independent, for-profit business that performs a commercially useful function, and is at least fifty-one percent (51%) owned and controlled by one (1) or more persons with a disability; or, in the case of any publicly-owned business, at least fifty one percent (51%) of the stock of which is owned and controlled by one (1) or more persons with a disability and whose management and daily business operations are under the control of one (1) or more persons with a disability;

"Person with a disability" means an individual who meets at least one (1) of the following:

- (A) Has been diagnosed as having a physical or mental disability resulting in marked and severe functional limitations that is expected to last no less than twelve (12) months;
- (B) Is eligible to receive social security disability insurance (SSDI); or
- (C) Is eligible to receive supplemental security income (SSI) and has a disability as defined in subdivision (A).

******Service-Disabled Veteran Business Enterprise (SDVBE) Clarification:**

Tennessee Service-Disabled Veteran owned mean any person who served honorably on active duty in the Armed Forces of the United States with at least a twenty percent (20%) disability that is service-connected meaning that such disability was incurred or aggravated in the line of duty in the active military, naval or air service. "Tennessee service disabled veteran owned business" means a service-disabled veteran owned business that is a continuing, independent, for profit business located in the state of Tennessee that performs a commercially useful function.

Tennessee Service-Disabled Veteran owned means a service-disabled owned business that is a continuing, independent, for profit business located in the state of Tennessee that performs a commercially useful function, and

1. is at least fifty-one percent (51%) owned and controlled by one (1) or more service-disabled owned veterans;
2. In the case of a business solely owned by (1) service-disabled veteran and such person's spouse, is at least fifty percent (50) owned and controlled by the service-disabled veteran; or
3. In the case of any publicly owned business, at least fifty-one percent (51%) of the stock of which is owned and controlled by one (1) or more service-disabled veteran and whose management and daily business operations are under the control of one (1) or more service-disabled veteran.

Small Business Guidelines

The State of Tennessee Go-BID establishes small business guidelines based on industry size standards. The criteria guidelines are required to be met in order for a business to be considered a small business enterprise and to receive certification as a Small Business Enterprise (SBE). The annual sales receipts and the number of employees indicate the maximum allowed for a small business concern by the state of Tennessee's definition.

Small Business Definition:

"Tennessee small business" means a business that is a continuing, independent, for profit business which performs a commercially useful function with residence in Tennessee and has total gross receipts of no more than ten million dollars (\$10,000,000) averaged over a three-year period or employs no more than ninety-nine (99) persons on a full-time basis".

SMALL BUSINESS GUIDELINES	Criteria
<i>Agriculture, Forestry & Fishing</i>	\$10MM or 99 Employees
<i>Architectural / Design / Engineering</i>	\$10MM or 99 Employees
<i>Construction</i>	\$10MM or 99 Employees
<i>Educational</i>	\$10MM or 99 Employees
<i>Finance, Insurance & Real Estate</i>	\$10MM or 99 Employees
<i>Information Systems / Technology</i>	\$10MM or 99 Employees
<i>Manufacturing</i>	\$10MM or 99 Employees
<i>Marketing / Communications / Public Relations</i>	\$10MM or 99 Employees
<i>Medical / Healthcare</i>	\$10MM or 99 Employees
<i>Mining</i>	\$10MM or 99 Employees
<i>Retail Trade</i>	\$10MM or 99 Employees
<i>Service Industry</i>	\$10MM or 99 Employees
<i>Transportation, Commerce & Utilities</i>	\$10MM or 99 Employees
<i>Wholesale Trade</i>	\$10MM or 99 Employees