EBO PLAN APPLICATION
CHECKLIST

To ensure that your Equal Business Opportunity (EBO) Plan Application is complete, please check each of the items below:

Waiver Requests
______ If you cannot meet the EBO Participation Goals, you have checked that you are requesting a waiver.

______ Your Waiver Statement is on your business letterhead and includes a clear and valid explanation of why the waiver is requested.

______ If you have attempted to contact, but have not reached minority contractors for your proposed project, you have identified the "good faith efforts" outlined in the EBO Plan Application.

Proposed Minority Contractors
______ If you are a minority primary contractor, your business is not also listed as one of the subcontractors for the project.

______ The minority contractor(s) that you list is/are currently certified with the City of Jackson and in accordance with the executive order. (Contact the Business Development Division at (601)960-1055 to check the status of your proposed minority contractors.)

______ Under each proposed MBE/FBE firm, only one minority business type is checked (for example, you have chosen FBE or AABE, but not both).

MBE/FBE Project Participation
______ Your listed MBE/FBE will perform a commercially useful function (a distinct element of work that will be performed, managed and supervised).

______ You have provided detail for both the type and scope of work the minority contractor will perform.

______ Your MBE/FBE dollar value of the work to be performed is accurate.

______ Your total percentages for MBE/FBE participation are included and accurate.

For more information contact:
The EBO Division, City of Jackson
601-960-1611