

## **SMALL/WOMEN-OWNED/DISADVANTAGED BUSINESS**

**Policy Number: 303GS**

**Effective Date: 6/1/16**

**Revised Date: 11/09/2020**

### **Scope**

This Policy on Small/Women-Owned/Disadvantaged Business applies to faculty, staff, predoctoral researchers, summer scholars and applicants ("Covered Individuals") of The Graduate School of the Stowers Institute for Medical Research ("The School").

### **Purpose**

This policy provides an opportunity for a broad spectrum of vendors to supply materials and services to the SGC.

The School is included in the Stowers Group of Companies ("SGC") Organizations and has adopted the following policy as its own. The School contracts with the Purchasing Department with Stowers Resource Management to manage this process.

### **Definitions**

- Small Business – Independently owned and operated and not dominant in the field of operation. The definition includes affiliates. The Small Business Association ("SBA") establishes small business size standards on an industry-by-industry basis. (See 13 CFR part 121, Federal Acquisition Regulation ("FAR") subpart 19.101). Businesses may self-certify for this status.
- Small Disadvantaged Business – At least 51 percent unconditionally owned by one or more individuals who are both socially and economically disadvantaged, or a publicly owned business that has 51 percent of its stock unconditionally owned by one or more socially and economically disadvantaged individuals. One or more of these individuals must provide the management and daily business control. SBA certification is also required and can be verified at [www.sba.gov](http://www.sba.gov).
- Small, Women-Owned Business – At least 51 percent owned by one or more women, or a publicly owned business that has 51% of its stock owned by one or more women. One or more of these individuals must perform the management and daily business control. Businesses may self-certify for this status.
- HUB Zone – A small business that meets all of the following conditions:
  - It must be located in a "Historically Underutilized Business (HUB) Zone."
  - It must be owned and controlled by one or more U.S. Citizens, and at least 35% of its employees must reside in a HUB Zone.
- A HUB Zone is an area that is located in one or both of the following:
  - A qualified census tract (as defined in section 42(d)(5)(C)(i)(1) of the Internal Revenue Code of 1986)

- A qualified “non-metropolitan county” (as defined in section 143(k)(2)(B) of the Internal Revenue Code of 1986) with a median household income of less than 80 percent of the State median household income or with an unemployment rate of not less than 140 percent of the statewide average, based on U.S. Department of Labor recent data, or with lands within the boundaries of a federally recognized Indian reservation.
- SBA certification is also required and can be verified at [www.sba.gov](http://www.sba.gov).

### **Policy**

The SGC will allow small, small disadvantaged, women, and HUB Zone businesses (“SB/SDB/WOSB/HUBZONE”) the maximum practical opportunity to participate in the competition for subcontracted goods and services. The Procurement Officer is the contact person for potential SB/SDB/WOSB/HUBZONE vendors.

This policy was approved by the GSSIMR Board of Directors on September 5, 2018.

This policy was last updated by the GSSIMR Board of Directors on November 09, 2020.

This policy will be reviewed by the GSSIMR Board of Directors in 2022.