**Project Expenditure Report[[1]](#footnote-2)**

**Minority/Women Business Enterprise (M/WBE)[[2]](#footnote-3) Participation**

**(For Projects with NO federal participation)[[3]](#footnote-4)**

MassDOT Aeronautics Division Form AD4-M/WBE (Last Modified: November 27, 2023)

**PROJECT TITLE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**M/WBE CONTRACTOR: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**MASSDOT PAYMENT VOUCHER (PV) NO.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ TOTAL M/WBE CONTRACTOR PARTICIPATION: $\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ASMP NO.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PERCENTAGE OF CONTRACT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Contract Item No.** | **Description of Work to be Performed by M/WBE Contractor** | **Estimated Quantity** | **Unit Price** | **Item Amount** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Total amount requested by M/WBE contractor this invoice (add item amounts): | $ |
| Total amount previously requested by M/WBE contractor: | $ |
| Total amount requested by M/WBE contractor to date: | $ |

The undersigned certifies that the M/WBE Contractor has successfully completed the above referenced work associated with this project and further assures that said M/WBE Contractor will be paid in full for the services indicated above.

|  |  |
| --- | --- |
| Name of Prime Contractor: |  |
|  |  |
| Authorized Signature: |  |
|  |  |
| Name and Title: |  |
|  |  |
| Date: |  |
|  |  |
|  |  |
| Name of M/WBE Contractor: |  |
|  |  |
| Authorized Signature: |  |
|  |  |
| Name and Title: |  |
|  |  |
| Date: |  |

1. Form must be submitted with each PV. Separate forms for each M/WBE contractor. [↑](#footnote-ref-2)
2. Must be register with the MA Supplier Diversity Office (SDO) and must be listed as a MBE or WBE with a valid certification when work is completed. PBE contractors cannot be counted as M/WBE contractors. If a Prime Contractor is an M/WBE, then the participation does not count toward M/WBE goal. [↑](#footnote-ref-3)
3. For projects with NO federal participation. [↑](#footnote-ref-4)