**Vendor Assessment**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Vendor List** | | | | | | |
| Vendor | Local?[[1]](#footnote-1) | Small business or co-op? | BIPOC-owned?[[2]](#footnote-2) | Green?[[3]](#footnote-3) | LSCBG? | Total spent |
| Your organization |  |  |  |  |  |  |
| Vendor A |  |  |  |  |  |
| Vendor B |  |  |  |  |  |
| Vendor C |  |  |  |  |  |
| Vendor D |  |  |  |  |  |
| Vendor E |  |  |  |  |  |
| Vendor F  (via Personal Vehicle; IRS Rate line item as an Assumed  Variable Cost for "Wear and Tear")[[4]](#footnote-4) |  |  |  |  |  |
| Vendor G  (via Personal Vehicle; IRS Rate line item as an Assumed Fixed  Cost for "Insurance") |  |  |  |  |  |  |
| Vendor H  (via Personal Vehicle; IRS Rate line item as an Assumed Variable  Cost for "Fuel") |  |  |  |  |  |
| Vendor I |  |  |  |  |  |
| Vendor J |  |  |  |  |  |

Legend

✔or ✅ = meets criteria

🅧 or 🚫 = does not meet criteria

**Vendor Assessment**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Vendor | Local? | Small business or co-op? | BIPOC-owned? | Green? | LSCBG? | Total spent |
| Your organization | ✔ | ✔ | ✔ | ✔ | ✅ | $5,830.51 |
| Vendor A | ✔ | ✔ | unknown | ✔ | ✅ |
| Vendor B | ✔ | ✔ | ✔ | 🅧 | ✅ |
| Vendor C | 🅧 | 🅧 | unknown | ✔ | ✅ |
| Vendor D | ✔ | 🅧 | 🅧 | ✔ | ✅ |
| Vendor E | ✔ | ✔ | 🅧 | ✔ | ✅ |
| Vendor F  (via Personal Vehicle; IRS Rate line item as an Assumed  Variable Cost for "Wear and Tear") | ✔ | ✔ | ✔ | unknown | ✅ |
| Vendor G  (via Personal Vehicle; IRS Rate line item as an Assumed Fixed  Cost for "Insurance") | 🅧 | 🅧 | 🅧 | 🅧 | 🚫 | $181.06 |
| Vendor H  (via Personal Vehicle; IRS Rate line item as an Assumed Variable  Cost for "Fuel") | 🅧 | 🅧 | 🅧 | 🅧 | 🚫 |
| Vendor I | 🅧 | 🅧 | 🅧 | 🅧 | 🚫 |
| Vendor J | 🅧 | 🅧 | 🅧 | 🅧 | 🚫 |

Legend

✔or ✅ = meets criteria

🅧 or 🚫 = does not meet criteria

1. Vendors were only counted as "local" if a majority of their profits, sales, and ownership are located inside of Hennepin County. [↑](#footnote-ref-1)
2. Vendors were only counted as BIPOC-owned if a majority of owners are Black, Indigenous, and/or People of Color. Publicly traded-companies do not count regardless of senior leadership demographics because the ownership is held by investors. City governments were only counted if a majority of both residents and political leaders are BIPOC. Non-profits (including ourselves) are only counted as BIPOC-owned if: a majority of both staff and board are BIPOC. [↑](#footnote-ref-2)
3. Vendors were only counted as "green" if a majority of their products/services are produced in an environmentally conscious way or are aimed at reducing overall consumption. Cities were included in this designation if they have a Climate Action Plan, and have dedicated staff and programming for climate and environment. [↑](#footnote-ref-3)
4. IRS standard mileage rate includes all the fixed and variable costs of operating a vehicle. Fixed costs do not vary based on the distance the vehicle travels, including insurance and depreciation of the vehicle's value. Variable costs vary based on the distance the vehicle travels, including the cost of fuel, tires, brakes, and other components. [↑](#footnote-ref-4)