



COMMONWEALTH of VIRGINIA

Department of Small Business and Supplier Diversity

To: The Honorable Glenn Youngkin, Governor
The Honorable Juan Pablo Segura, Secretary of Commerce and Trade
Members of the General Assembly

From: Willis A. Morris, Director, Department of Small Business and Supplier Diversity

Date: October 31, 2025

Re: Annual Report on Commonwealth Agency and Department Reporting of Small, Women-owned and Minority-owned Business Procurement

In accordance with the Code of Virginia cited below, the Department of Small Business and Supplier Diversity Director is required to report to the Governor and the General Assembly on the participation of small, women-owned and minority-owned (SWaM) businesses in state procurement as well as to identify state entities failing to submit annual progress reports on SWaM procurement as required by COV § 2.2-1610 of the *Code of Virginia*.

COV § 2.2-1610. Reports and recommendations; collection of data.

The Director shall, from time to time, submit directly or through an assistant to the Governor his recommendations for legislation or other action as he deems desirable to promote the purposes of this chapter.

The Director shall report, on or before November 1 of each year, to the Governor and the General Assembly the identity of the state departments and agencies failing to submit annual progress reports on small, women-owned, and minority-owned business procurement required by § [2.2-4310](#) and the nature and extent of such lack of compliance. The annual report shall include recommendations on the ways to improve compliance with the provisions of § [2.2-4310](#) and such other related matters as the Director deems appropriate. The Department shall include in its annual report information on the progress of the mentorship program established under § [2.2-1605.1](#).

The Director, with the assistance of the Comptroller, shall develop and implement a systematic data collection process that will provide information for a report to the Governor and General Assembly on state expenditures to small, women-owned, and minority-owned businesses during the previous fiscal year.

An institution exercising authority granted under this section shall promptly make available to the Department, upon request, copies of its procurement records, receipts, and transactions in regard to procurement from small, women-owned, and minority-owned businesses in order for the Department to ensure institution compliance with its approved reporting and certification criteria.

The compliance rate for SWaM Plan submission is 100% for state entities and institutions. Entities that have multiple sub-agencies beneath them, and which did not submit a plan, are counted once to obtain compliance rates.

The table below captures the Agency's SWaM Plan submission status, compliant or non-compliant, as it has been reported to DSBSD via the Small Business Supplier Diversity's Expenditure Dashboard and SWaM Plans.

The following recommendations were given to agencies on ways to improve compliance with the provisions of § 2.2-4310:

1) Written SWaM Program Utilization

- a. Implement and utilize the Written SWaM Programs.
- b. Increase collaboration with Small Business and Supplier Diversity to assist with sourcing and business development needs.
- c. Monitor subcontracting plans on a monthly basis as outlined in APSPM 3.11.h Prime Contractor/Small Business Subcontracting Plan.

2) Leverage training, services, and technical assistance offered by Small Business and Supplier Diversity

- a. Use the Expenditure Dashboard to effectively perform ongoing monitoring of the SWaM Program.

3) Incorporate the recommended feedback from Small Business and Supplier Diversity on the Annual SWaM Report and Written SWaM Program

If you have questions or comments, please feel free to contact me at willis.morris@sbsd.virginia.gov or 804-371-8134.

TABLE 1. LIST OF STATE ENTITIES AND INSTITUTIONS

**Entity that submits an Annual SWaM Report for multiple Agencies.*

Agency Code	Agency Name	Compliant	Non-Compliant
141	Attorney General and Department of Law	X	
226	Board of Accountancy	X	
242	Christopher Newport University	X	
174	Commonwealth Savers	X	
957	Commonwealth's Attorneys' Services Council	X	
157	Compensation Board	X	
262	Department for Aging and Rehabilitative Services*	X	
	702 Department for the Blind and Vision Impaired		
	751 Department for the Deaf & Hard-of-Hearing		
	606 Virginia Board for People with Disabilities		
	263 Virginia Rehabilitation Center for the Blind and Vision Impaired		
	203 Wilson Workforce and Rehabilitation Center		
151	Department of Accounts	X	
301	Department of Agriculture and Consumer Services	X	
841	Department of Aviation	X	

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720	Department of Behavioral Health and Developmental Services*		X	
	724	Catawba Hospital	X	
	703	Central State Hospital	X	
	708	Commonwealth Center for Children and Adolescents	X	
	704	Eastern State Hospital	X	
	748	Hiram W. Davis Medical Center	X	
	728	Northern Virginia Mental Health Institute	X	
	729	Piedmont Geriatric Hospital	X	
	723	Southeastern Virginia Training Center	X	
	739	Southern Virginia Mental Health Institute	X	
	705	Southwestern Virginia Mental Health Institute	X	
	794	Virginia Center for Behavioral Rehabilitation	X	
	706	Western State Hospital	X	
199	Department of Conservation & Recreation		X	
700	Department of Corrections*		X	
	761	Baskerville Correctional Center		
	718	Bland Correctional Center		

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	749	Buckingham Correctional Center		
	773	Coffeewood Correctional Center		
	753	Deerfield Correctional Center		
	742	Department of Corrections - Training Academy & Human Resources		
	799	Department of Corrections, Central Activities		
	701	Department of Corrections-Central Administration		
	756	Department of Corrections--Division of Institutions		
	795	Department of Corrections--Institutions		
	770	Dillwyn Correctional Center		
	767	Division of Community Corrections		
	743	Fluvanna Women's Correctional Center		
	776	Green Rock Correctional Center		
	769	Greensville Correctional Center		
	772	Haynesville Correctional Center		
	771	Indian Creek Correctional Center		
	768	Keen Mountain Correctional Center		
	774	Lunenburg Correctional Center		

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	747	Marion Correctional Treatment Center		
	745	Nottoway Correctional Center		
	775	Pocahontas State Correctional Center		
	741	Red Onion State Prison		
	785	River North Correctional Center		
	737	St. Brides Correctional Center		
	752	State Farm Correctional Center		
	779	Sussex State Prison		
	716	Virginia Correctional Center for Women		
	711	Virginia Correctional Enterprises		
	735	Wallens Ridge State Prison		
	757	Western Region Correctional Field Units		
140	Department of Criminal Justice Services		x	
201	Department of Education		x	
132	Department of Elections		x	
127	Department of Emergency Management		x	
440	Department of Environmental Quality		x	

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960	Department of Fire Programs	X	
778	Department of Forensic Science	X	
411	Department of Forestry	X	
194	Department of General Services	X	
601	Department of Health	X	
223	Department of Health Professions	X	
423	Department of Historic Resources	X	
165	Department of Housing and Community Development	X	
129	Department of Human Resource Management	X	
777	Department of Juvenile Justice	X	
181	Department of Labor and Industry	X	
602	Department of Medical Assistance Services	X	
123	Department of Military Affairs	X	
154	Department of Motor Vehicles	X	
122	Department of Planning and Budget	X	
222	Department of Professional and Occupational Regulation	X	
505	Department of Rail and Public Transportation	X	

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350	Department of Small Business and Supplier Diversity		X	
765	Department of Social Services		X	
161	Department of Taxation		X	
152	Department of the Treasury		X	
501	Department of Transportation		X	
912	Department of Veterans Services		X	
	922	Sitter & Barfoot Veterans Care Center		
	913	Veterans Services Foundation		
	128	Virginia Veterans Care Center		
403	Department of Wildlife Resources		X	
360	Fort Monroe Authority		X	
239	Frontier Culture Museum of Virginia		X	
247	George Mason University		X	
417	Gunston Hall		X	
921	Interstate Organization Contributions		X	
216	James Madison University		X	
425	Jamestown-Yorktown Foundation		X	

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119	Lieutenant Governor	X	
214	Longwood University	X	
402	Marine Resources Commission	X	
506	Motor Vehicle Dealer Board	X	
938	New College Institute	X	
213	Norfolk State University	X	
200	Office of Children's Services Act (Children's Services Act)	X	
121	Office of the Governor	X	
147	Office of the State Inspector General	X	
221	Old Dominion University	X	
217	Radford University	X	
241	Richard Bland College	X	
180	Secretary of Administration	X	
193	Secretary of Agriculture and Forestry	X	
192	Secretary of Commerce and Trade	X	
185	Secretary of Education	X	
190	Secretary of Finance	X	

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188	Secretary of Health and Human Resources		X	
195	Secretary of Labor		X	
183	Secretary of Natural Resources		X	
187	Secretary of Public Safety and Homeland Security		X	
166	Secretary of the Commonwealth		X	
186	Secretary of Transportation		X	
454	Secretary of Veterans and Defense Affairs		X	
937	Southern Virginia Higher Education Center		X	
171	State Corporation Commission		X	
245	State Council of Higher Education for Virginia		X	
202	The Library of Virginia		X	
146	The Science Museum of Virginia		X	
851	Tobacco Region Revitalization Commission		X	
215	University of Mary Washington		X	
207	University of Virginia		X	
	948	Southwest Virginia Higher Education Center		
	209	University of Virginia Medical Center		

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	246	University of Virginia's College at Wise		
148	Virginia Commission for the Arts		X	
236	Virginia Commonwealth University		X	
260	Virginia Community College System		X	
	291	Blue Ridge Community College		
	290	Brightpoint Community College		
	292	Central Virginia Community College		
	279	Danville Community College		
	284	Eastern Shore Community College		
	297	Germanna Community College		
	298	Laurel Ridge CC		
	299	Mountain Empire Community College		
	287	Mountain Gateway CC		
	275	New River Community College		
	280	Northern Virginia Community College		
	285	Patrick & Henry CC		
	277	Paul D. Camp Community College		

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	282	Piedmont Virginia Community College		
	278	Rappahannock Community College		
	283	Reynolds Community College		
	276	Southside Virginia Community College		
	294	Southwest Virginia Community College		
	295	Tidewater Community College		
	270	Virginia Community College System - Shared Services Center		
	261	Virginia Community College System-Central Office		
	296	Virginia Highlands Community College		
	293	Virginia Peninsula CC		
	286	Virginia Western Community College		
	288	Wytheville Community College		
310	Virginia Economic Development Partnership		x	
182	Virginia Employment Commission		x	
409	Virginia Energy		x	
852	Virginia Foundation for Healthy Youth		x	
1002	Virginia Housing Development Authority		x	

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136	Virginia Information Technologies Agency		X	
172	Virginia Lottery		X	
211	Virginia Military Institute		X	
238	Virginia Museum of Fine Arts		X	
942	Virginia Museum of Natural History		X	
766	Virginia Parole Board		X	
208	Virginia Polytechnic Inst. and State University		X	
	229	Virginia Polytechnic Institute and State University Cooperative Extension		
407	Virginia Port Authority		X	
405	Virginia Racing Commission		X	
972	Virginia Resources Authority		X	
158	Virginia Retirement System		X	
218	Virginia School for Deaf and Blind at Staunton		X	
156	Virginia State Police		X	
212	Virginia State University		X	
	234	Virginia State University Cooperative Extension		
320	Virginia Tourism Authority		X	

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191	Virginia Workers' Compensation Commission		X	
327	Virginia Works		X	
204	William & Mary		X	
	268	Virginia Institute of Marine Science		