

## AGENCY REPORTS/PLANS DUE TO SBA

REPORT NAME	DATE/PERIOD DUE	COMMENT
Small Business Innovation Research (SBIR) Annual Report	March 15 <sup>th</sup>	Report must be submitted to SBA by March 15th each year from the following agencies: Department of Agriculture, Department of Commerce, Department of Defense, Department of Education, Department of Energy, Department of Health and Human Services, Department of Homeland Security, Department of Transportation, Environmental Protection Agency, National Aeronautics and Space Administration, and National Science Foundation.
Small Business Technology Transfer (STTR) Annual Report	December 31st	Report must be submitted to SBA by December 31st each year from the following agencies: Department of Defense, Department of Energy, Department of Health and Human Services, National Aeronautics and Space Administration, and National Science Foundation.
Competitive Demonstration Program Report	January 31st	The Small Business Reauthorization Act of 1997 amended the Small Business Competitiveness Demonstration Program Act to require participating agencies to monitor the attainment of their small business participation goals on an annual basis. An annual review and report to the Small Business Administration (SBA) must be completed by each participating agency no later than January 31 of each year based on the data from October 1 through September 30 (the previous completed fiscal year).
Annual Report and Fiscal Year 2007 Update for Strategic Plan to Contract with Service-Disabled Veteran-Owned Small Businesses (SDVOSB)	January 31st	Executive Order 13360 [Sec. 2. (b)] requires that each agency report annually to the Administrator of the Small Business Administration on implementation of their strategy to improve contracting opportunities for service-disabled veteran-owned small businesses (SDVOSB). Once we receive your report we will review and evaluate your performance consistent with the requirements of the executive order, Sec. 2 (a) – (e). For instance, we will assess your FY2007 Updated Plan and the specific strategies that you identified to improve progress against actual FY2006 SDVOSB contract performance.
Annual Contract Bundling Report	January 31st	13 Code of Federal Regulations (CFR) § 125.2(e) mandates that each procuring agency's Office of Small and Disadvantaged Business Utilization (OSDBU) must conduct annual reviews of their bundling activities and report their findings to SBA.
Progress Report on Increasing Opportunities for Women-Owned Small Businesses	Semi-Annually: August Scorecard (FY2009 Plan), January 31st Scorecard (FY2008 Progress)	Pursuant to Section 4 of Executive Order 13157, entitled "Other Responsibilities of Federal Agencies," each federal agency is required to Report agency progress in implementing the Executive Order on a semi-annual basis to SBA.
Corrective Actions to Address Unmet FY 2006 Socio-Economic Goals	January 31st	(13 CFR 15(h) Agency Report on Goaling Achievements)