

**MINORITY OUTREACH POLICY**  
**[24 CFR 92.351 (b)]**  
**HOME PROGRAM**  
**SEMINOLE COUNTY GOVERNMENT**

It is the policy of Seminole County, in administering and implementing its HOME Investment Partnerships (HOME) Program and its projects, to involve minorities and women, including minority business enterprises and women business enterprises, to the fullest extent possible. This relates, where necessary, to minority and women vendors, contractors, subcontractors, labor, real estate firms, construction firms, appraisal firms, financial institutions, underwriters, accountants, and providers of specialized legal services, in all contracts entered into by the County, in the provision of affordable housing for lower income households.

Seminole County will take affirmative steps to assure that small business enterprises, minority business enterprises, and women business enterprises are used when possible in the procurement of property, goods, and services. Affirmative steps may include, but are not limited to, the following:

1. Placing known, available, and qualified small business, minority business, and women business enterprises on solicitation lists for HOME Program activities;
2. Assuring that small business, minority business, and women business enterprises are solicited whenever they are potential sources;
3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small business, minority business, and women business enterprises;
4. Establishing delivery schedules, where the requirement permits, which encourage participation by small business, minority business, and women business enterprises;
5. Using the services and assistance of the Small Business Administration, the Minority Business Development Agency of the Department of Commerce, and the Small Business Development Centers of Seminole Community College and the University of Central Florida; and
6. Requiring prime contractors, if subcontracts are to be let, to take the affirmative steps listed in items 1 through 5 of this paragraph.