**Contracts and Procurement Summary Table Template**

Post a summary table or listing separately from audits and financial reports with the following items for the most recently completed fiscal year. **If any of these items do not apply, please include the item in the table and instead of putting a number put “n/a”:**

* Spending on procurement and contracting activities expressed as total and per capita, per student or per user amounts.
* Total number of publicly posted bidding and contracting opportunities opened (invitation for bids or requests for proposal).
* Total number of closed bids/solicitations or awarded contracts.
* Total dollar amount of bids received from invitations for bids or requests for proposals.
* Total dollar amount awarded from contracts.

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| **Total spending on procurement and contracting activities.** |  |
| **Per capita spending on procurement and contracting activities.** |  |
| **Total number of publicly posted bidding and contracting opportunities opened (invitation for bids or requests for proposal).** |  |
| **Total number of closed bids/solicitations or awarded contracts.** |  |
| **Total dollar amount of bids received from invitations for bids or requests for proposals.** |  |
| **Total dollar amount awarded from contracts.** |  |