

SUPPLIER CONTRIBUTIONS ROADMAP

REQUEST APPROVAL

Referenced from AP-1814, S&P Focal will request approval to solicit contribution from Govt. Sourcing Compliance using AF-1272 and FAR Tool Search screenshot(s).

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ISC FINANCE VALIDATION

In addition, S&P Focal will submit initial requestor's ISC Finance checklist (AF-1373) and documentation for solicited contribution to Finance and Government Sourcing Compliance team.

REVIEW BOARD MEETING

A review board meeting will take place. S&P Focal will present to leadership and responsible departments AF-1272 with FAR Tool Search screenshots and AF-1373 checklist with valid documentation. If approval is obtained, then S&P Focal may solicit contribution from supplier.

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CONTRIBUTION OBTAINED

PR is generated from finance form. Once PR is accepted and approved, a PO will be issued after. After the contribution is obtained, details are confirmed with ISC and ISC Finance.

DOCUMENTATION

Project Owner or S&P Focal will provide completed CD info to ISC. ISC will then upload documentation to Contributions Database.

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VERIFY

Govt. Sourcing Compliance will verify CD is properly documented and aligns to the identified contribution type. Date of approval is entered and confirmed with Project Owner/ S&P Focal, ISC and Finance. AP-1814 Post- Solicitation process concludes.