

PRINCE GEORGE'S COUNTY  
**GREENBOOK**  
DASHBOARD  
OVERVIEW

The Green Book Dashboard is a data collection tool that uses data from the County's SAP Enterprise System, P-card data, and information in CCS on certified CBSBs and CBMBEs to organize and display information on participating agencies' spending with CBSBs and CBMBEs.

Through transparent data displays, healthy competition is promoted to encourage county agencies to meet or exceed their established spending goals. To assure consistency and accuracy of reporting, we have established the following *reporting requirements for participating agencies in the Green Book*.

### Agency Reporting Requirements

- | All participating agencies will enter their spend data with CBSBs and CBMBEs, monthly, into the Green Book Dashboard.
- | Agency spend data will be tracked and trended by the Green Book Task team, at least quarterly, to assure that agencies are trending positively towards their spending goals.
- | As indicated, the Green Book Task team will request Corrective Action Plans (CAP) from agencies outlining specific strategies that will be utilized to improve spending with CBSBs and CBMBEs.
- | Corrective Action Plans will be monitored until gains are held.

### Recognition & Enforcement

- | In addition to the visual display within the Green Book, showing which agencies are progressing towards meeting their goals, all agencies meeting or exceeding their spending goals with CBSBs and CBMBEs will be recognized on the OOP website, newsletters, and other county media.
- | Those agencies not meeting their spending goals will be mentored and supported through the monitoring of corrective action plans.
- | Agencies which consistently do not meet their spending goals may be subject to having their budgets held by the County Council. Click on link below to learn more about enforcement of the law:

[https://library.municode.com/md/prince\\_george's\\_county/codes/code\\_of\\_ordinances?nodeId=PTIITI17PULOLAPRGECOMA\\_SUBTITLE\\_10APU](https://library.municode.com/md/prince_george's_county/codes/code_of_ordinances?nodeId=PTIITI17PULOLAPRGECOMA_SUBTITLE_10APU)

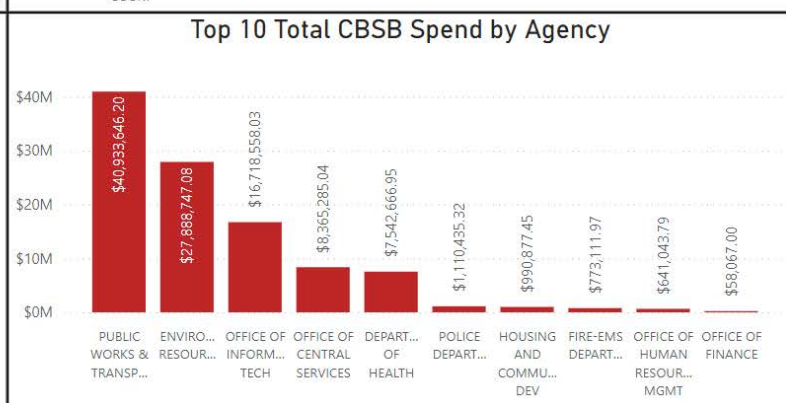
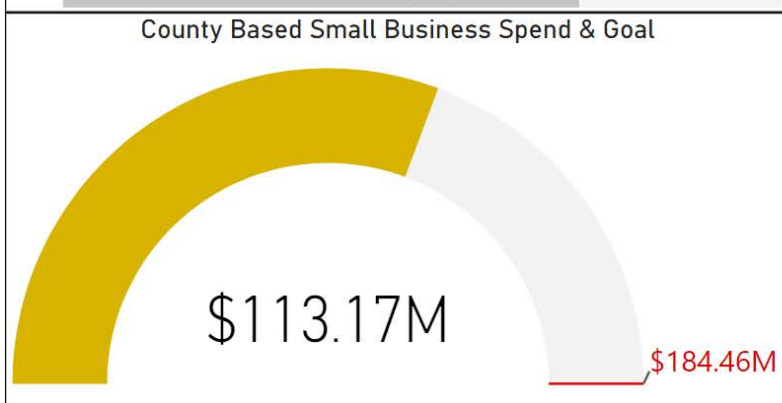
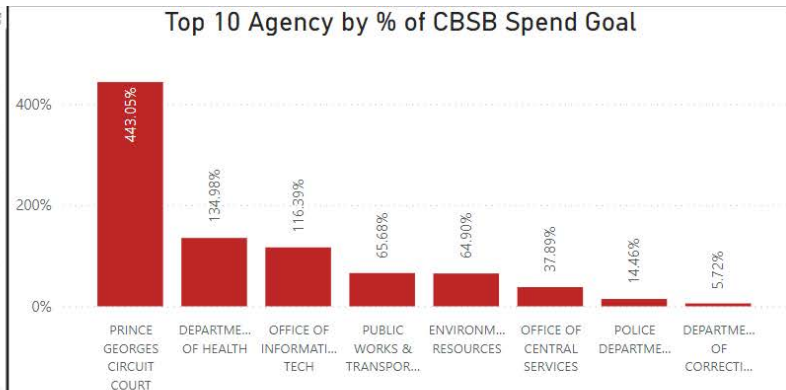
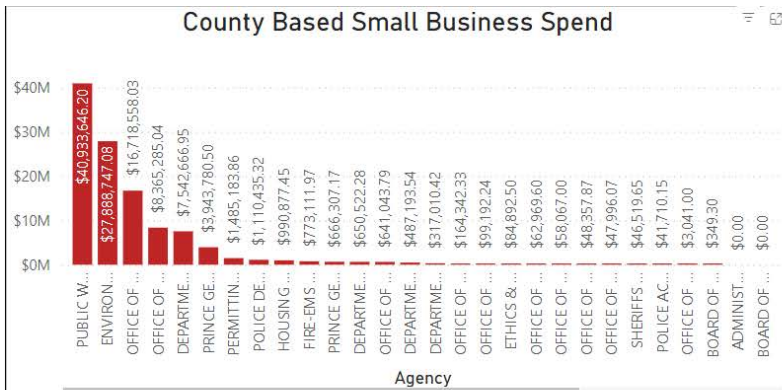
## Green Book Metrics to Guide Improvements

85%

of Participating Agencies in the Green Book will meet or exceed their FY25 spend goals

90%

of CBSBs and CBMBEs surveyed will report overall satisfaction rate with the Green Book



<https://www.princegeorgescountymd.gov/departments-offices/procurement/business-highway/green-book>