



U.S. Small Business
Administration



SBA Certifications for Selling to the Federal Government

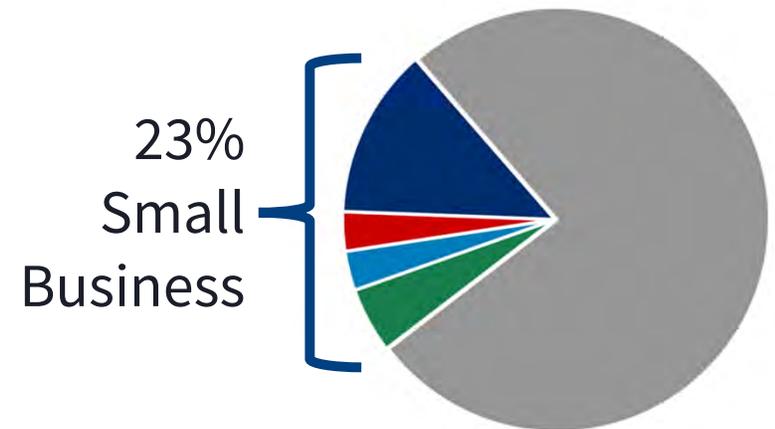
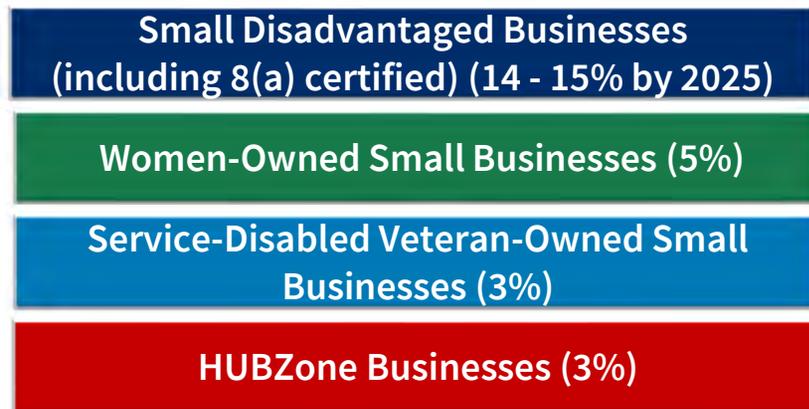
Federal Contracting Programs

To promote maximum participation by eligible small businesses, in federal government contract awards and large prime subcontract awards, The SBA assists small businesses through:

- Self Certification
- Service-Disabled Veteran-Owned Small Business Program
- Women-Owned Small Business Contracting Program
- 8(a) Business Development Program
- HUBZone Program
- SBA Mentor-Protégé Program

Government-wide Procurement Goals

Targeted set-asides and acquisition goals:



Set-asides are reserved for small businesses between \$10,000 (Micro-purchase Threshold) to \$250,000 (Simplified Acquisition Threshold).

8(a) Business Development Program



Nine-year program created to help socially and economically disadvantaged entrepreneurs gain access to—and succeed in—the federal marketplace

Build capacity and grow through contracts

Access to business development support

Benefits

- Compete for set-aside and sole-source contracts
 - \$7M manufacturing and \$4.5M for all other acquisitions
- Receive one-on-one business development assistance
- Diversify revenue stream with Federal contracting dollar
- Connect with procurement and compliance experts
- Pursue opportunities for growth through SBA's Mentor-Protégé program and Joint Ventures
- Qualify to receive federal surplus property on a priority basis
- Receive free training from SBA's 7(j) Management and Technical Assistance program



Eligibility Requirements

- Be a small business (as defined by <https://www.sba.gov/size-standards>)
- Not have previously participated in the 8(a) BD program
- Be at least 51 percent owned and controlled by U.S. citizens who are socially and economically disadvantaged
- Have a personal net worth of less than \$850K, adjusted gross income of \$400K or less, and assets totaling \$6.5 million or less
- Have all its principals demonstrate good character
- Demonstrate the potential for success such as having been in business for two years
- Have the owner manage day-to-day operations and make long-term decisions

Social Disadvantaged Criteria

Definition

- The definition of social disadvantage means that an individual has been subjected to racial, ethnic, or cultural bias within American society because of their identities as members of groups and without regard to their individual qualities.
- See 13 CFR 124.103(c)
- An individual only needs to establish social disadvantage once for the entirety of the program term.

How SBA Determines Disadvantage

- Preponderance of evidence
- Race, ethnicity, gender, physical handicap, long-term environmental issues
- Chronic and substantial social disadvantaged
- Negative impact to business advancement

Social Disadvantaged Criteria

Key Elements of Social Disadvantage

- To demonstrate social disadvantage, business owner(s) should include the following elements:
- An indication of which identity or identities is/are the basis of social disadvantage.
- Descriptions of incidents in which bias or discrimination has occurred.
- For business owner(s) who choose to write a narrative, generally a length of at least three pages is sufficient, but it may be more or less.
- Business owner(s) who choose to complete the questionnaire can input a maximum of 1,000 characters per each fillable field.
- SBA can request additional information, if needed.

Am I Eligible?

Some firms may be eligible for the 8(a) BD Program, but they are not ready to contract with the federal government.

Businesses interested in applying for 8(a) certification can get a preliminary assessment of whether the 8(a) BD Program is right for them by using the “Am I Eligible” tool on the <https://certify.sba.gov/am-i-eligible>.

Learn More

Session 1

Thursday, June 13

9 – 11 am

[Click Here to Register](#)



Questions?

Ana Singh

Business Opportunity Specialist

ranvir.singh@sba.gov

8(a) Business Development Program

Training Series | Are You 8(a) Ready?



A Three-Part Series to Prepare you for 8(a) Certification

The federal government aims to award 13 percent of all federal contracting dollars (15% by 2025) to small disadvantaged businesses. By getting certified as an 8(a) small business, you may compete and receive set-aside and sole-source federal contracts, receive one-on-one business development assistance, connect with procurement and compliance experts who understand regulations, and much more.

How to Apply

- Apply online at: www.certify.sba.gov

An official website of the United States government [Here's how you know](#) ▾

  [Knowledge Base](#) [Help](#) [Login](#)

[Mentor-Protégé Program](#) [WOSB Program](#)

1 Discover 8(a) **2 Should I Apply?** **3 Apply** **4 Existing 8(a)s**

Small businesses are vital to the U.S. economy - the Federal Government needs your partnership!

Benefits of the 8(a) Business Development Program include:

- Access to sole-source and competitive set-aside contracts
- Business development assistance from dedicated Business Opportunity Specialists
- Assistance from federal procurement experts
- Opportunities to create joint ventures with established businesses
- Priority access to federal surplus property



- Utilize resources in the Certify Knowledge Base (<https://sbaone.atlassian.net/wiki/spaces/CHDB/overview>)

WOSB Federal Contracting Program Benefits



Take advantage of annual prime contracting goals

Build capacity and grow

Access set-asides for WOSBs and EDWOSBs

WOSB Eligibility



Managerial experience



Highest officer position



Proper NAICS codes



51% ownership requirements



Management of daily operations



No minimum time in business

EDWOSB Eligibility



Personal net worth (assets minus liabilities)
less than \$850,000



Three-year average income is \$400,000 or less



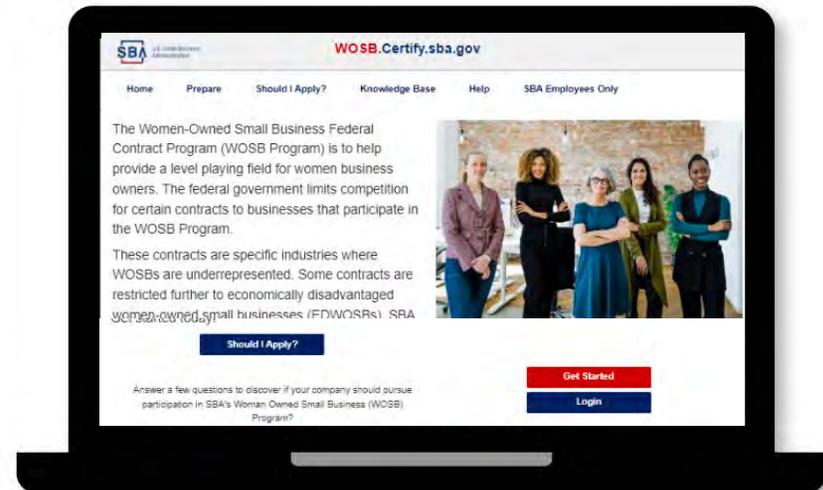
Fair market value of all assets is \$6.5 million or
less

How to Apply

On the **homepage**, you can:

- ✓ Updated checklists that provide guidance prior to applying
- ✓ Verify eligibility
- ✓ Find answers to questions regarding your firm's ability to participate in a program
- ✓ Request information from SBA by submitting the Help form
- ✓ Create an account and proceed with your application
- ✓ Access the wosb.certify.sba.gov knowledge base including training videos, user guides, and more

wosb.certify.SBA.gov



wosb.certify.SBA.gov - Resources

- ✓ Prepare tab - Updated checklists that provide guidance prior to applying



Prepare to apply for the Woman Owned Small Business (WOSB) Program

These checklists identify the documents that applicants will be required to submit in the application process. The beta.Certify application process is easier when applicants gather these documents before starting the application. Within the checklists outlined below the required documents have been organized by the "cards" that will be filled out for the certification application.

[Women-Owned Small Business \(WOSB\) Preparation Checklist](#)

[Economically Disadvantaged Women-Owned Small Business \(EDWOSB\) Preparation Checklist](#)

Women-Owned Small Business (WOSB) Checklist

[Scroll to top](#)

Qualifying individual(s) include one or more women claiming 51% ownership

- Active registration in the System for Award Management for the firm, available at [SAM.gov](#)
(Note: The firm's UEI and EIN, and MPIN must exactly match SAM registration)

Note: SAM.gov registrations should be for the purposes of "All Awards" and not limited to "Loans and Grants"

wosb.certify.SBA.gov - Resources

- ✓ Access the [wosb.certify.sba.gov knowledge base](https://wosb.certify.sba.gov) including training videos, user guides, and more

SBA U.S. Small Business Administration **WOSB.Certify.sba.gov**

Home Prepare Should I Apply? **Knowledge Base** Help SBA Employees Only

WOSB.Certify Knowledge Base

Which of the following describes you?

Our knowledge base is organized in categories based on where an applicant is in the application process. Resources are also available and categorized for certified program participants.

You may click on one of the articles linked below or use our search to find a topic of interest.

Enter a keyword or phrase

Search

I am considering applying for WOSB certification and/or want to check my eligibility:

- WOSB Applicant User Guide
- WOSB/FD/WOSB Certify External Checklist

I am preparing to apply for WOSB certification:

- WOSB Applicant User Guide

I am in the process of applying for WOSB certification:

WOSB/EDWOSB Help

Attend an informational webinar:

- Welcome to WOSB Webinar: <https://www.eventbrite.com/e/welcome-to-wosb-webinar-tickets-482397041537>
- Turn Around Tuesday Webinars : <https://www.eventbrite.com/e/turnaround-tuesdays-wosb-returns-webinar-tickets-476758596797?aff=erelpanelorg>

Application Tips:

- Ensure you are creating your wosb.certify.sba.gov account with the woman owner's login.gov account
- Ensure the woman owner is listed as the Government POC in SAM
- **DO NOT** submit multiple help tickets to the help desk
- **DO** review the document checklist and resume guidance prior to submitting your application

Contact program office:

- wosb@sba.gov

Veteran Small Business Certification

- **Goal: Increase the VOSB and SDVOSB industrial base**
- **Objectives:**
 - **Simplify** the preparation and submission of certification documentation and data
 - **Streamline** the certification review process without compromising due diligence
 - **Shift** resources and funding from certification activities to training and growth activities
- The program is a top priority for SBA Administrator Isabella Casillas Guzman to ensure that veteran and service-disabled veteran business owners receive their certification and have access to the federal marketplace.

VOSB = Veteran-Owned Small Business

SDVOSB = Service-Disabled Veteran-Owned Small Business

Eligibility Requirements

To apply for certification as a VOSB or SDVOSB, a firm must meet the following requirements:

- Owners identified by Veteran Affairs as a veteran and or service-disabled veteran
- Be considered a small business as defined by the size standard corresponding to any NAICS code listed in the business's SAM profile (SAM registration required).
- No less than 51 percent of the business owned and controlled by one or more veterans.
- For certification as a SDVOSB, no less than 51 percent owned and controlled by one or more service-disabled veterans. For those veterans who are permanently and totally disabled and unable to manage the daily business operations, the spouse or permanent caregiver qualifies.



How to Apply?

Establish an SBA account and apply for certification, visit <http://veterans.certify.sba.gov>

Through the application portal, you can:

- Access checklists and pre-application guides
- Check your firm's eligibility
- Request information
- Create an account, login and proceed with an application
- Search for a certified VOSB or SDVOSB



HUBZone Program

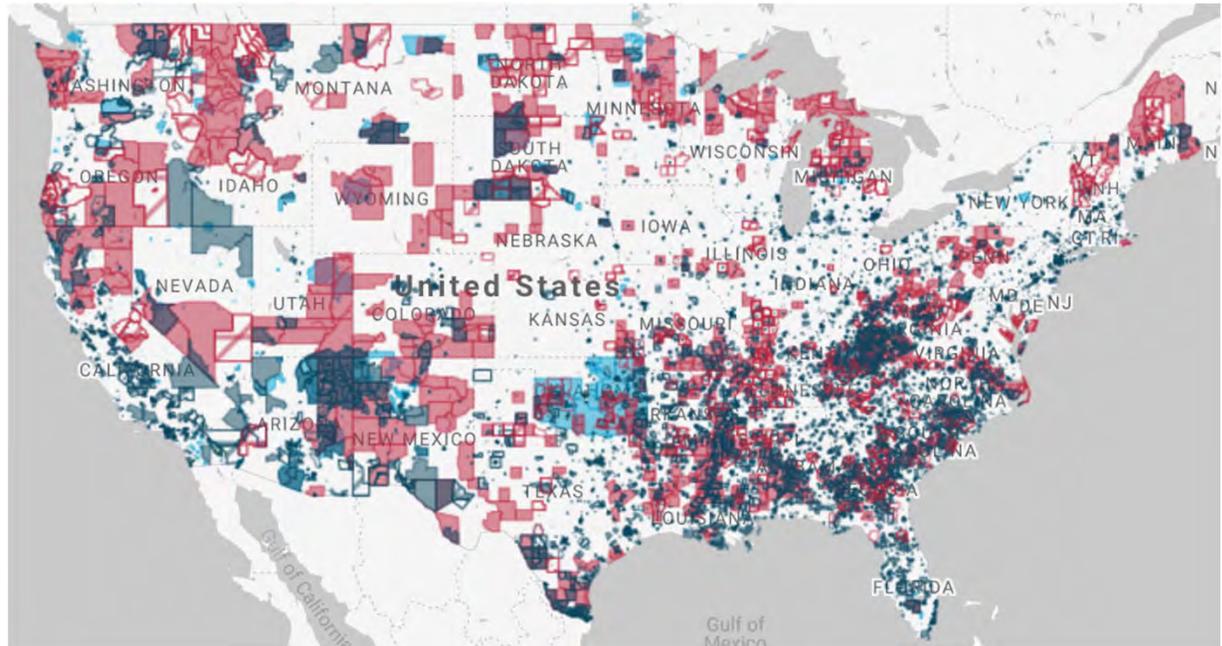
- Established in 1997, launched in 1999
- Fuels growth of small businesses in historically under-utilized business zones (HUBZone) by providing certification for preferential access to federal government contracts.
 - **Federal agencies** set aside contracts for HUBZone-certified small businesses
 - **Small businesses** invest in and hire from qualified HUBZones
 - **Undercapitalized communities** benefit from job opportunities and investment



Eligibility Requirements

Firm must:

- Be small business;
- Be at least **51 percent owned and controlled by U.S. citizens**, a Community Development Cooperation, an agricultural cooperative, a Native Hawaiian organization, or an Indian tribe;
- Have its **principal office** located in a HUBZone; and
- Have **at least 35 percent** of its employees live in a HUBZone.



HUBZone Map: <https://maps.certify.sba.gov/hubzone/map>

How to Apply?

- Make sure you have a [SAM.gov](https://sam.gov) account.
- Register for an [SBA Connect](#) account and request access to the HUBZone portal. [View the instructional video.](#)
- Apply for HUBZone certification in the HUBZone portal. Log in to [SBA Connect](#) and select “HUBZone” before completing the prompts.
- Check your email (including spam folder) for time-sensitive instructions to electronically verify your application within 10 business days.
- Submit all requested [supporting documentation](#) within 10 business days; your submission cannot be assigned for eligibility review until all required documents are submitted.
- Update your [SAM.gov](#) profile to indicate you are a HUBZone business after you get an email confirmation from the SBA

NEW ELIGIBILITY WORKBOOK TOOL!

SBA is testing a new [eligibility workbook tool](#) designed to help applicants organize, calculate, and present information related to their principal office and employee residency. Filling out the workbook tool and uploading it as part of your application will help expedite SBA’s review of your HUBZone application.

HUBZone Help

For support with your HUBZone application:

- **Visit** the HUBZone website: sba.gov/hubzone
- **View** location eligibility: maps.certify.sba.gov/hubzone/maps
- **Email** our Help Desk with specific questions: hubzone@sba.gov
- **Call** our HUBZone staff via our weekly conference call
Every Thursday at 2pm ET: 202-765-1264; Access code: 63068189#
- **Access** [application FAQs and document requirement checklists](#) by organizational structure

Seattle District Office SBA Business Opportunity Specialists



Desiree Albrecht

202-836-0662

Desiree.Albrecht@sba.gov



Fernando Cervantes

202-365-1409

Fernando.cervantes@sba.gov



Ana Singh

206-553-7080

Ranvir.singh@sba.gov