

SBA SMALL BUSINESS CERTIFICATIONS

New Hampshire Procurement Technical Assistance Center
NH PTAC



Government
Contracting

NH Economic Development

Small Business Certifications

- Let's start by considering the purposes of these certifications –
 - **To offer competitive advantages to specific categories of businesses.**
 - Several types of advantage may be provided:
 - Quotas (not SBA)
 - Set-asides
 - Goals (contracts & subcontracts)
 - Goodwill (contracts & subcontracts)
 - **To provide some level of assurance that the advantages are only provided to eligible businesses.**

A Roadmap of Certifications

FEDERAL

- SBA
 - 8(a)
 - HUBZone
- VA
 - Service-disabled Veteran-owned SB
 - Veteran-owned SB

SELF-CERTIFIED

- Small Business
- Woman-owned SB
- Small Disadvantaged Business
- Service-disabled Veteran-owned SB

“3rd PARTY”

- US DOT-based
 - DBE, MBE, WBE
- STATE BASED
 - Small
 - MBE
 - WBE
 - VBE
 - Others?
- NON-PROFIT
 - WOSB, WOB
 - Veterans

Certifications Require a Strategic Decision

- Is there a \$ cost?
- What is the time cost?
- What is the opportunity gained?
- What are the risks?
- What will the marketing costs/effort be?
- How much will I invest?
- How will I recoup my investment?

New Hampshire/Regional Situation

- [NH DOT DBE Program](#) - Larisa Djuvelek-Ruggiero
 - Follows DOT rules; certifies minority and women-owned small businesses
 - Goals for certain federally-funded programs.
 - No set-asides/quotas
- No other State of NH program – no preferences
- [ME](#), [VT](#) & [RI](#) slightly more preferences; available via application and requires NH DOT
- CT not available to firms based out-of-state
- [MA](#) – robust, complex program for MBE, WBE, VBE and PBE – available via application – requires NH DOT

Common Elements of Certifications

- Business must be small, as defined by SBA in the current [Table of Small Business Size Standards](#).
- Size calculation includes **affiliated** businesses. Affiliation is a critical and often complex determination.
- Only for profit businesses can be small businesses. Non-profits cannot qualify, regardless of size.
- Owners must meet all qualification requirements, and must control and manage the business.

Federal – SBA

- Small Business – **self certified**, by NAICS size standard, posted in SAM and Dynamic Small Business Search. Some prime contractors will require a self-certification **letter**.
- Small Disadvantaged Business (SDB) – **self certified**. Business must be small, owned and managed by socially **and** economically disadvantaged individual(s). May qualify for 8(a) program. *Many companies check the box in SAM in error, even though they don't meet all of the qualifications.*

Federal - SBA

- Woman-owned Small Business (WOSB) – **self or 3rd party certified**. Must upload supporting documents to a secure SBA repository, allow temporary access to contracting officers on a case-by-case basis. Four non-profit 3rd parties are approved by SBA to provide actual certification. They charge an annual fee to recover their costs. Eligible for set-asides in an extensive list of NAICS codes. Cannot set aside contracts for codes not on the list.
- Economically Disadvantaged Woman-owned Small Business (EDWOSB) – **self or 3rd party certified**. A subset of WOSB, required for set-asides in a specific, short list of NAICS codes.

Federal - SBA

- Service-disabled Veteran-owned Small Business (SDVOSB) – self-certified for most federal agencies. *Exceptions: Dept. of Veterans Affairs (VA), Federal Aviation Administration (FAA). Prime contractors may not accept self-certification.*
- HUBZone Certification – small businesses in certain, very specific counties and census tracts may apply to SBA. Qualified geography may change over time. There are additional requirements that apply, and the program is slated to have significant improvements in the future. Can be confirmed in DSBS.

Federal - VA

- Service-disabled Veteran-owned Small Business (SDVOSB) and Veteran-owned small business (VOSB) – **verified** by VA. Required for VA, FAA set-aside contracts; also required by some prime contractors.
- Stringent process requiring extensive documentation. Can be confirmed on VA website [here](#).

Certification is a Serious Business!

- False Statements – *including self-certification*
 - **18 U.S.C §1001. Statements or entries generally**
 - (a) Except as otherwise provided in this section, whoever, in any matter within the jurisdiction of the executive, legislative, or judicial branch of the Government of the United States, knowingly and willfully-
 - (1) falsifies, conceals, or covers up by any trick, scheme, or device a material fact;
 - (2) **makes any materially false, fictitious, or fraudulent statement or representation;** or
 - (3) makes or uses any false writing or document knowing the same to contain any materially false, fictitious, or fraudulent statement or entry; **shall be fined under this title, imprisoned not more than 5 years...or both.**

Certification Services from NH PTAC

- Strategic analysis – would you benefit?
- Qualifications review – do you qualify?
- Self certification documentation review
- Application assistance:
 - 8(a) – referral to SBA
 - WOSB, HUBZone, VA SDVOSB & VOSB - direct assistance with:
 - Pre-application document review
 - Online initial application
 - Letters of explanation
 - Document uploads
 - Response to questions
 - Renewals

Certification Services from NH PTAC

- Marketing your status
 - Set-asides
 - HUBZone bid preference
 - Subcontracting & [Mentor-Protégé](#)
 - Teaming – “similarly situated entity”

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