

# Women-Owned Small Business Federal Contracting Program (WOSB Federal Contracting Program)

## **WOSB Federal Contracting Program**





### Certification

- SBA has implemented Congress' changes to the WOSB Federal Contracting Program, as put forth in the 2015 National Defense Authorization Act (NDAA).
- SBA's free online certification process for WOSBs and EDWOSBs is accessible on SBA's online portal: <a href="mailto:beta.certify.sba.gov">beta.certify.sba.gov</a>.
- <u>All WOSB firms need to take action</u> in the <u>beta.certify.sba.gov</u> in order to compete for WOSB Federal Contracting Program set-aside contracts.
  - To bid on contracts, firms need to establish an account and submit an application to become certified through the free online process at beta.certify.sba.gov.



# **Third-Party Certification**

- SBA allows participation from businesses that utilize approved Third-Party Certifiers (TPCs) to obtain WOSB or EDWOSB certification.
- Approved TPCs:
  - <u>El Paso Hispanic Chamber of Commerce</u>
  - National Women Business Owners Corporation
  - U.S. Women's Chamber of Commerce
  - Women's Business Enterprise National Council
- To bid on contracts, firms using an approved TPC need to establish an account and submit an application to become certified through the free online process at <u>beta.certify.sba.gov</u>.

#### **WOSB Application Process**

- Firm registers in SAM.gov
- Firm registers in beta.certify.sba.gov and claims business
- Firm completes
   application on
   beta.certify.sba.gov
   and uploads
   appropriate
   documents for
   WOSB or EDWOSB
- SBA receives submission and conducts a "check" of all documents
- If valid, proceeds to next step, notifies firm of a complete application
- If invalid document(s), prescreener issues a deficiency letter returning the application or submits request for information (RFI).
- Reviews eligibility, ownership, and control—90-day process begins
- Reviews financials for EDWOSB
- May conduct request for information (RFI)
- Submits a final recommendation

- Makes final decision to approve or deny
- Issues signed and dated letter to firm
- Letter marks official date of entry into WOSB program

SUBMISSION OF APPLICATION

**SCREENING** 

ANALYST REVIEW

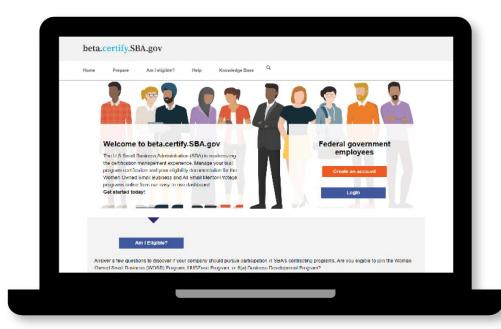
DIRECTOR DECISION



# beta.certify.SBA.gov

#### On the *homepage*, you can:

- ✓ Access 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 <a href="mailto:beta.certify.sba.gov">beta.certify.sba.gov</a>
  <a href="mailto:Knowledge Base">Knowledge Base</a> including training videos, user guides, and more</a>







#### **Certification Resources**

- To stay up to date on the WOSB Federal Contracting Program including accessing a schedule of free webinars, please visit <u>sba.gov/wosbready</u>.
- You also can contact your local <u>SBA regional and district office</u>, SBA resource partner, or Procurement Technical Assistance Center (PTAC) with questions.
- The <u>beta.certify.sba.gov Knowledge Base</u> is a valuable resource for firms to get started learning about this new platform with how-to videos, user guides, and more!
- Don't forget to review and share these free resources:
  - Steps to a Successful WOSB Application <u>Fact Sheet</u>
  - Are You WOSB Ready? <u>Fact Sheet</u>





#### **Contact Us**

- For more information and to keep informed of events, go to: <u>www.sba.gov/wosbready</u>.
- For questions on the WOSB Federal Contracting Program, email wosb@sba.gov.
- For WOSB Federal Contracting Program training inquires, email <u>WOSBtraining@sba.gov</u>.
- Technical help requests for beta.certify.sba.gov can be submitted here, via the "help" tab: <a href="https://beta.certify.sba.gov/help/">https://beta.certify.sba.gov/help/</a>.



# SBA

U.S. Small Business Administration