

## Small Business Certifications and registration in System for Award Management (SAM)

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When you register as a federal vendor, you have the option to enter certain social economic information on the bottom of the General Information page in section one of the Systems for Award Management (SAM). In Core Data or, section one of the SAM, there are several self-certification check boxes. Included are those for Woman Owned, Veteran Owned, and Minority Owned. In each of these areas if you select or check the box, you will have new drop downs for further choices.

Below is a list of current set aside programs:

### **8a Business Development Program**

The first of the certification or set aside programs is called 8a Business Development Program. This program has been around the longest as part of the Small Business Administration (SBA) legislation and is based on Social and Economic Disadvantaged. So, if you are one of the 5 areas in the program, you can apply for this nine year program. The five areas are: African American, Hispanic American, American Indian, American Eskimo, Asian Islanders, and / or any special group that can claim economic disadvantage.

### **Woman Owned Small Business (WOSB)**

The second program, Woman Owned Small Business (WOSB), is the newest of the set aside programs. The WOSB program is determined by having 51% or more female ownership. In other words, a female running the day to day operations of the business. The owner has two ways to certify. The first way is to Self-Certify by loading ownership documentation into the SBA website at <https://www.certify.sba.gov/>. The second way is by using one of the third party certifiers that are approved by the SBA and then load those documents in the <https://www.certify.sba.gov/> website.

### **HUBZone program**

The third party program for set aside contracting is the HUBZone program, based on 51% ownership as well as the location of the business. The guidance states that 35% of the employees must be located in a HUBZone. Historically Underutilized Business Zones or HUBZone is based on the unemployment rate and the average gross revenue of a geographic area, pre-determined according to the census data. The SBA has a [map viewer](#) that uses addresses to confirm eligibility for the HUBZone program.

### **Service Disabled Veteran Owned Small Businesses (SDVOSB)**

The last set aside program in government contracting is the Service Disabled Veteran Owned Small Businesses (SDVOSB); this certification is reviewed by the Veteran Administration thru the Center for Verification and Evaluation (CVE). The SBA's Service Disabled Veteran Owned Small Businesses page can help you learn about the [eligibility and requirements](#) for this program.

Let [APAC](#) assist you in determining if your company is eligible for any of these small business set aside certification areas. This could make your company more attractive to the federal government and give you the ability to seek government contracts in the set aside areas.