Certify Your Small Business
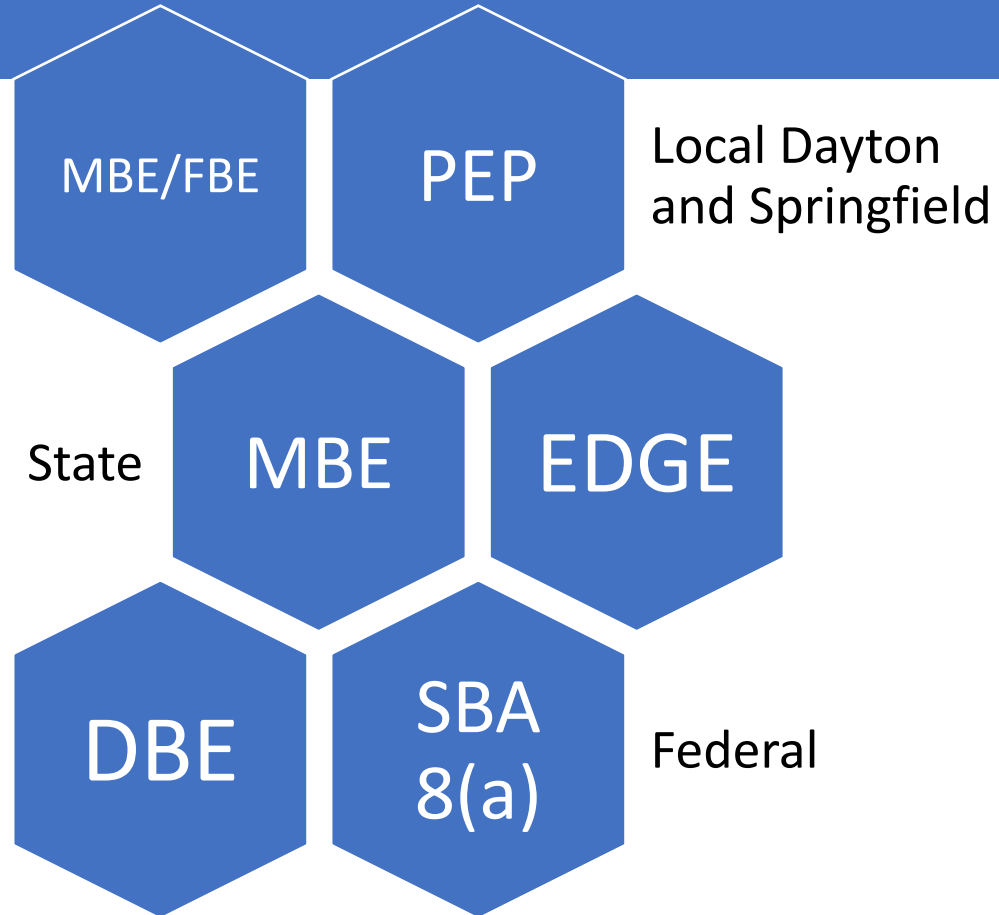
Marci Wright

Wright Transitions LLC

Certifications

MBE/FBE

PEP

Local Dayton
and Springfield

State

MBE

EDGE

DBE

SBA
8(a)

Federal

Today's topics

Certifications

- Why
- Who
- Where
- How

Eligibility

Requirements

Buyers and Purchasers

Why Certify Your Small Business

Access to contracts

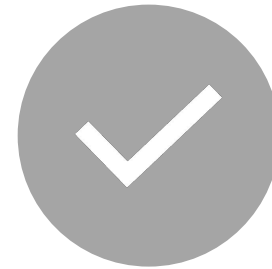**Marketing your business**

Set-asides

Goals

Set

Aspirational

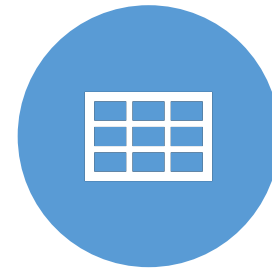# Who Certifies Small Businesses

City of Springfield

MBE and FBE

City of Dayton

MBE, WBE, SBE, DBE

State of Ohio

MBE and EDGE

Department of Transportation

DBE

State of Ohio Cross Certification into the MBE Program

Ohio MBE will accept a current certification from any of the following entities:

- City of Columbus MBE Certification and Verification Program
- City of Dayton Procurement Enhancement Program (PEP) *(MBE portion of the PEP program only)*
- City of Springfield MBE/FBE Program *(MBE portion of the MBE/FBE program only)*
- Ohio Minority Supplier Development Council

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Springfield

Disadvantaged Business Enterprise (DBE)

The Ohio Unified Certification Program provides "one-stop shopping" for firms seeking Disadvantaged Business Enterprise and Airport Concession Disadvantaged Business Enterprise certification. The program's DBE and ACDBE certifications will be honored by all USDOT recipients and subrecipients (i.e., ODOT, transit systems, airports) in Ohio.

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Where To Certify Your Business

- City of Springfield
- City of Dayton
- State of Ohio
- Ohio Department of Transportation
- Ohio Minority Supplier Diversity Council

How To Certify Your Small Business

1. Review your eligibility and check requirements
2. Gather your documents
3. Create a tabbed binder
4. Create a virtual folder
5. Submit your application
6. Prepare for a site visit
7. Await notification

Ohio | **Small Business Development Centers**
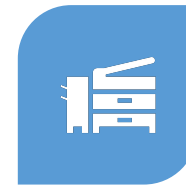Springfield

City of Springfield MBE/FBE

DOWNLOAD THE APPLICATION FORM

FILL IT IN COMPLETELY

GET THE AFFIDAVIT NOTARIZED

SCAN AND COPY APPLICATION

SCAN SUPPORTING DOCUMENTS

KEEP YOUR COPY IN A PHYSICAL AND VIRTUAL BINDER

SUBMIT THE APPLICATION BY MAIL

City of Dayton PEP M/W/SBE

HUMAN
RELATIONS
COUNCIL

CITY OF DAYTON

Many people.
Many voices.
One city.

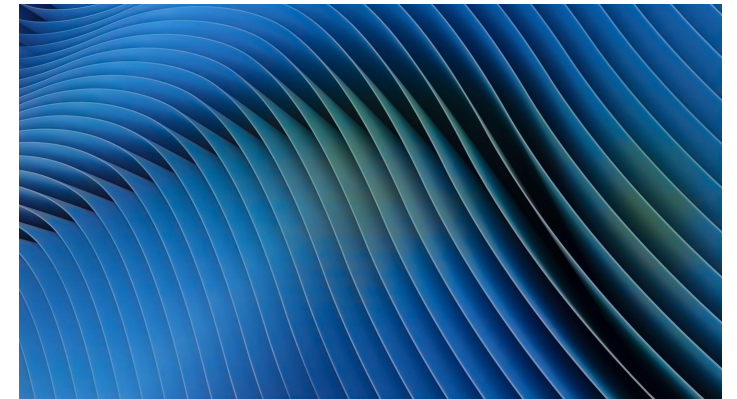|	
Fill in	online certification application
Fill in	online vendor registration
Fill in	online affirmative action plan
Upload	your documents
Submit	application and forms online
Prepare	for the site visit

Ohio DOT UCP for DBE Certification

dot

Download	Download the Uniform Certification Application and the Personal Net Worth Statement
Open	Open the downloaded application, fill it out (and save it), and gather your supporting documents, including the Personal Net Worth Statement.
Download	Download the NAICS Code/Descriptor Request Form.
Open	Open the downloaded form, fill it out (and save it), and gather your supporting documents.
Click	Click the Submit Certification Application button

Ohio DOT UCP for DBE Certification

6. Check your email for an email from eSignLive (signers@signer-gov.esignlive.com). In that email, click "Go to Documents".

7. Read the disclosures and click the Accept button at the bottom.

8. Complete the Uniform Certification Application Submission Form and upload your signed and notarized application, NAICS Code/Descriptor Request Form, personal net worth statement(s), and other required and optional supporting documents.

9. Please download a copy of the completed Uniform Certification Application Submission form and save it in your files, along with a copy of everything else you submitted with your application.

Ohio MSDC MBE Certification

- Register your business
- Click the link from your email
- Fill in the certification application
- Submit online

OHIO
Minority Supplier
Development Council

SBA 8(a) Certification

To apply for the 8(a) Business Development program, simply use the certify.SBA.gov website.

You'll need to have a profile at SAM.gov before you can use the certification website.

Thank you

Small Business Development Centers

Springfield