

Minority, Women, Veteran, and Small Business Certification Guide

The Office of Minority and Women's Business Enterprises (OMWBE) certifies small businesses owned by women, minorities, and socially and economically disadvantaged persons. The Department of Veterans Affairs certifies businesses owned by veterans. The Department of Enterprise Services has an online directory of small businesses.

WHY BECOME CERTIFIED?

- Being certified may increase your marketability:
 - In the larger business community.
 - To state and local governments.
 - To contractors who are hired by the government and offer subcontracting opportunities.
 - Agencies and prime contractors can find certified firms in centralized state databases.
- State and local agencies set participation goals, and recognize that improving opportunities for small and minority-, women-, and veteran-owned businesses drives innovation and economic growth and translates to stronger Washington communities.
- The U.S. Department of Transportation (USDOT) distributes federal funds to finance state, local, public transit, and airport transportation projects. Recipients of USDOT funds must set an overall goal for participation of certified Disadvantaged Business Enterprises.
- State certification makes you eligible to apply for the Linked Deposit Program, which can decrease interest rates on qualified small business loans up to 2 percent.

TYPES OF CERTIFICATIONS

Page 2 lists types of certifications, basic requirements, and where you can go to get more information and apply. The certifications and certifying agencies listed are the only ones recognized by the State of Washington.

RESOURCES

Below are a few additional resources for firms. Please see OMWBE's website for more information.

- Procurement Technical Assistance Center (PTAC): No-cost help for small businesses to find and bid on government contracts. washingtonptac.org | info@washingtonptac.org | (360) 464-6043
- Washington State Department of Transportation (WSDOT) DBE Support Services: Provides services to federally-certified firms interested in working on WSDOT highway projects. wsdot.wa.gov/EqualOpportunity/dbe | DBESS@wsdot.wa.gov | (888) 259-9143

	Types of certification	Certification requirements	How do I apply for certification?
USDOT funded transportation projects	<ul style="list-style-type: none"> Disadvantaged Business Enterprise (minority or woman owned businesses¹) (DBE) Federal Small Business Enterprise (SBE) Airport Concessionaire Disadvantaged Business Enterprise (ACDBE) 	<p>Business must be:</p> <ul style="list-style-type: none"> For-profit. A small business according to the U.S. Small Business Administration (see application for more information). <p>Eligible owner(s) must:</p> <ul style="list-style-type: none"> Be female, African American/Black, Asian American, Pacific Islander, Hispanic/Latino, Native American, Native Hawaiian or Alaska Native¹. 	<p>Office of Minority and Women's Business Enterprises</p> <p>Apply online at: www.omwbe.wa.gov</p> <p>For more information: 360-664-9750 1-866-208-1064 TechnicalAssistance@omwbe.wa.gov</p>
	<ul style="list-style-type: none"> Minority Business Enterprise (MBE) Woman Business Enterprise (WBE) Combination Business Enterprise (CBE) Socially and Economically Disadvantaged Business Enterprise (SEDBE)² 	<ul style="list-style-type: none"> Be a U.S. citizen or legal permanent resident. Own at least 51% of the business. Control managerial and day-to-day operations. Have a personal net worth less than \$1.32 million. Does not include primary residence or applicant business. 	
	Veteran or Service Member Owned Business	<ul style="list-style-type: none"> Proof of honorable veteran or service member status. Proof of 51% ownership. Washington state business. 	<p>Department of Veterans Affairs</p> <p>Register as a vendor in Washington Electronic Business Solutions (WEBS) and indicate you want to apply for veteran certification. http://bit.ly/WEBSforVendors</p> <p>For more information: www.dva.wa.gov 1-800-562-0132 option "1" vob@dva.wa.gov</p>
State Small Business	<ul style="list-style-type: none"> Washington state business. 50 or fewer employees, or gross revenue less than \$7 million. 	<p>Department of Enterprise Services</p> <p>Register as a vendor in WEBS and indicate you meet the criteria for a small business. http://bit.ly/WEBSforVendors</p> <p>For more information: 360-902-7400 webcustomerservice@des.wa.gov</p>	

¹ Other individuals may be found to be socially disadvantaged on a case-by-case basis.

² Owned by a person who is not presumptively socially disadvantaged but demonstrates she or he is socially disadvantaged.