



U.S. Small Business  
Administration

## Small Business Certifications For Federal Government Contracting

**Sacramento District**  
6501 Sylvan Rd.,  
Ste. 100  
Citrus Heights, CA 95610  
(916) 735-1700

Sacramento District  
Office Website:  
<https://www.sba.gov/ca/sacramento>

The Sacramento District serves the following counties: Amador, Butte, Calaveras, Colusa, El Dorado, Glenn, Lassen, Modoc, Nevada, Placer, Plumas, Sacramento, San Joaquin, Shasta, Sierra, Siskiyou, Sutter, Tehama, Trinity, Yolo, & Yuba

The world's largest buyer of goods and services is the Federal Government, with purchases totaling more than \$500 billion per year. Federal agencies are required to establish contracting goals, with at least 23 percent of all government buying targeted to small firms.

Related websites for additional information:

8(a) Business Development Program:  
<https://www.sba.gov/8a>

HUBZone Program:  
<https://www.sba.gov/hubzone>

Service-Disabled Veteran-Owned Small Business Concern Program:  
<https://www.sba.gov/sdvosbc>

Woman-Owned Small Business Federal Contracting Program:  
<https://www.sba.gov/wosb>

- **Small Disadvantaged Business (SDB)**

To qualify as an SDB, a firm must be at least be 51% owned and controlled by one or more individuals who are socially **and** economically disadvantaged. Since 2008, small businesses can self-certify as an SDB in the System for Award Management (SAM).

- **8(a) Business Development Program**

The SBA's Section 8(a) Business Development Program provides various forms of assistance to foster the growth and development of businesses owned by socially **and** economically disadvantaged individuals over a period of nine years. To participate in the 8(a) program, a business must be small by SBA's size standards, at least 51% unconditionally owned and operated by an individual(s) who is(are) U.S. citizen(s), and established for two full years before applying (or qualifying for a waiver of the two-year rule).

- **Social Disadvantage** is defined as individuals who have been subjected to racial or ethnic prejudice or cultural bias because of their identity as a member of a group without regard to their individual capabilities. The following individuals are presumed to be socially disadvantaged: Black Americans, Native Americans, Hispanic Americans, Asian Pacific Americans and Subcontinent Asian Americans. An individual who is not a member of one of the groups presumed to be socially disadvantaged must establish individual social disadvantage by a preponderance of the evidence. Anyone may apply for 8(a) Program certification.

- **Economic Disadvantage** is defined as economically disadvantaged individuals that are socially disadvantaged and whose ability to compete in the free-enterprise system has been impaired due to diminished capital and credit opportunities as compared to others in the same or similar line of business who are not socially disadvantaged. There are specific criteria that must be met to establish economic disadvantage.

- **HUBZone Program**

The Historically Underutilized Business Zone (HUBZone) Program stimulates economic development and creates jobs in urban and rural communities by providing federal contracting assistance to small businesses. To qualify, the small business must be at least 51% owned and controlled by one or more U.S. citizens, a Community Development Corporation, an agricultural cooperative, or an Indian tribe; **and** at least 35% of its employees must reside in any HUBZone.

- **Service-Disabled Veteran-Owned Small Business Concern (SDVOSBC) Program**

The purpose of the SDVOSBC Program is to provide procuring agencies with the authority to set acquisitions aside for exclusive competition among SDVOSBs, as well as the authority to make sole source awards to SDVOSBs if certain conditions are met. To qualify, the Service Disabled Veteran (SDV) must have a service-connected disability that has been determined by the Department of Veterans Affairs or Department of Defense. In addition, the SDV(s) must unconditionally own at least 51% of the business, control its day-to-day operations and hold the highest officer position.

- **Woman-Owned Small Business (WOSB)/Economically Disadvantaged Woman-Owned Small Business (EDWOSB)**

The WOSB Federal Contracting Program provides equal access to federal contracting opportunities for WOSBs and EDWOSBs and allows contracting officers to set aside specific federal contracts for WOSBs and EDWOSBs. To qualify, a firm must be in an industry that was determined to be substantially underrepresented by women. It must be at least 51% owned, controlled and primarily managed by one or more women who are U.S. citizens. In order for a WOSB to be deemed "economically disadvantaged," its owners must demonstrate economic disadvantage in accordance with the requirements set forth in the final rule.



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When registering in SAM, small businesses may also self-certify for the following:

Small Disadvantaged Business (SDB)  
Minority Owned Small Business,  
Woman-Owned Business,  
Woman-Owned Small Business (WOSB),  
Economically Disadvantaged Woman-Owned Small Business (EDWOSB),  
Veteran Owned Business  
Service-Disabled Veteran-Owned Business (SDVOSB)  
Community Development Corp. (CDC)-Owned Small Business

Every day, the U.S. Small Business Administration and its nationwide network of partners help millions of potential and current small business owners start, grow and succeed.

Visit SBA online at [www.sba.gov](http://www.sba.gov) for 24/7 access to small business news, information and training for entrepreneurs.

Resources and programs targeting small businesses provide an advantage necessary to help small businesses effectively compete in the marketplace and strengthen the overall U.S. economy.

All SBA programs and services are provided on a nondiscriminatory basis.

### • Getting Registered/Certified with the Federal Government

- ☐ Get your DUNS Number, <http://fedgov.dnb.com/webform> or call 866-705-5711.
- ☐ Identify your Northern American Industry Classification System (NAICS) Code(s), <http://www.census.gov/eos/www/naics/>
- ☐ Get registered & self-certify as a small business:
  - ◆ System for Award Management (SAM), <https://www.sam.gov>
  - ◆ Certify/register as a small business via the “SBA Supplemental” Page
- ☐ Eligible product & service vendors: Get on a General Services Administration (GSA) Schedule, <https://www.gsa.gov>.
- ☐ Veterans: Get verified through the Vets First Verification for VA sole source and set-aside contracts: <https://www.va.gov/osdbu/verification>.

### • Look for Business Opportunities

- ☐ Federal Business Opportunities: <https://www.fbo.gov> - utilized by all federal agencies for solicitations over \$25K; <https://www.fedconnect.net> - utilized by DOE, DHS, HUD, DOI, EPA, SBA, & SSA.
- ☐ Visit Acquisition Central’s Business Zone for federal agency small business information, business opportunities & contracting forecasts, <https://www.acquisition.gov/procurement-forecasts>
- ☐ Contact federal agencies’ Small Business Specialists at their Office of Small Disadvantaged Business Utilization (OSDBU) via their websites.
- ☐ Contact prime contractors/Small Business Liaison Officers (SBLO) for subcontracting opportunities:
  - ◆ [https://eweb1.sba.gov/subnet/client/dsp\\_Landing.cfm](https://eweb1.sba.gov/subnet/client/dsp_Landing.cfm)
  - ◆ <https://business.defense.gov/Acquisition/Subcontracting/Subcontracting-For-Small-Business> (DoD)
  - ◆ <http://www.gsaelibrary.gsa.gov/ElibMain/contractorList.do> (GSA)

### • Marketing to the Federal Government

- ☐ Identify your customers—Who historically buys what you sell?:
  - ◆ Federal Procurement Data System, <https://www.fpds.gov/>.
  - ◆ USA Spending, <http://www.usaspending.gov/>.
- ☐ Research federal agency requirements on their websites.
- ☐ Create a Capabilities Statement; send it electronically; follow-up with a phone call.
- ☐ Attend pre-bid meetings and events sponsored by agencies. Look on <https://www.fbo.gov> & agency websites for upcoming events.
- ☐ Build relationships with agencies’ procurement staff and small business specialists and prime contractors - Be persistent, but not a pest!
- ☐ Periodically update your SAM and SBA profiles to include keywords, capabilities narrative and past performance (at least annually).

### • Technical Assistance/Training in the Sacramento District

- ☐ SBA works with a number of local partners to counsel, mentor and train small businesses:
  - ◆ The Small Business Development Center (SBDC). To find a center in your area, <https://www.sba.gov/sbdc>.
  - ◆ SCORE - For the life of your business. To connect with a local mentor, <https://www.sba.gov/score>.
  - ◆ California Capital Financial Development Corp., Women’s Business Center (WBC) & the Procurement Technical Assistance Center (PTAC): (916) 442-1729, <http://cacapital.org/womens-business-center-2/> & <http://cacapital.org/ptac>.
  - ◆ Veteran’s Business Outreach Center (VBOC) - Small business resources for Veterans: (916) 527-8400, <http://www.vbocix.org>.
  - ◆ The SBA Sacramento District Office: (916) 735-1700, <https://www.sba.gov/ca/sacramento>. Sign up for email updates to receive automatic notification of events in your area.