

Women-Owned Small Business *Federal Contract Program* *Overview*



Small Business Act

- **Women-Owned Small Businesses (WOSB)**
- **Economically Disadvantaged Women-Owned Small Businesses (EDWOSB)**

Set-Aside for WOSBs or EDWOSBs

- **Women Owned Small Business Program**

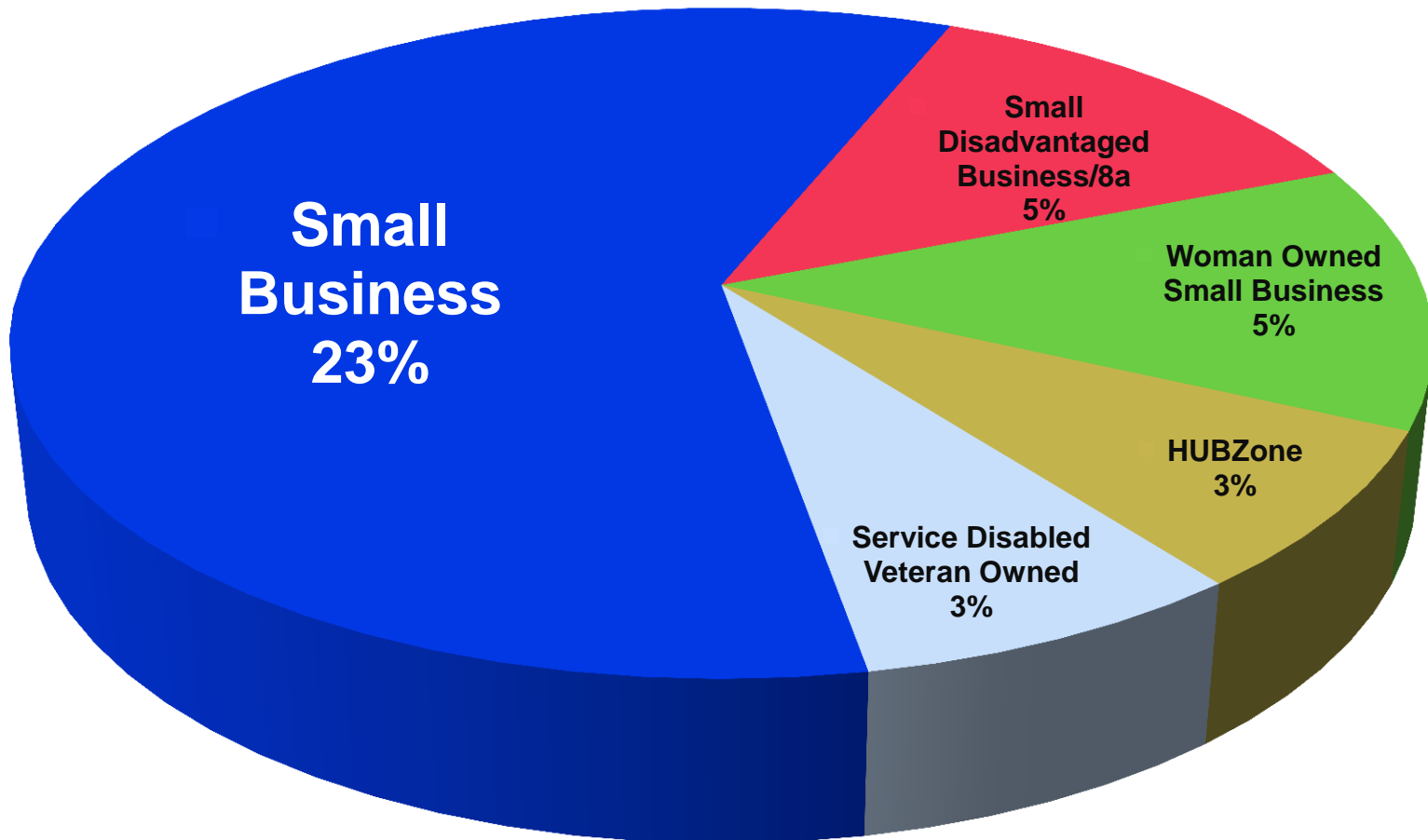
Creates significant opportunities for women

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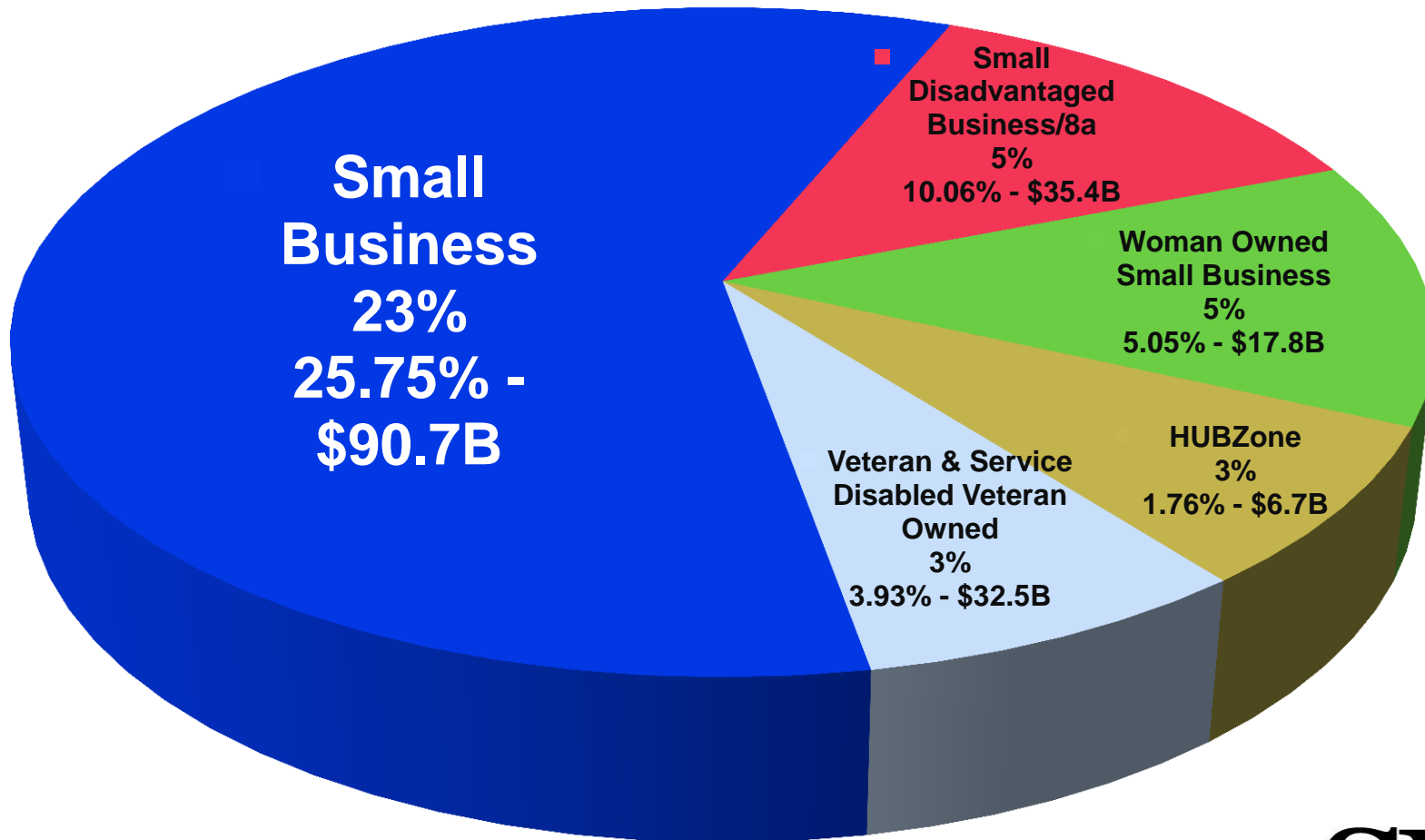
History of the WOSB Federal Contract Program

Time	Event
December 2001	Public Law 106-554 establishes a women's procurement program to assist the government in meeting its 5% women-owned small business (WOSB) contracting goal.
April 2011	New Federal Acquisitions Regulation (FAR) implemented the WOSB Program. Eligible industries limited to 83 based on the RAND report – 45 NAICS codes for WOSBs and 38 for EDWOSBs.
December 2014	National Defense Authorization Act 2015 provided Sole Source Authority to the program, removed Self-Certification. Certification process currently under review.
December 2015	Sole Source process implemented by new FAR.
March 2016	Eligible Industries revised and expanded to 113 based on the new Department of Commerce Study. 36 new industries added to Program, 6 industries removed from Program, and 27 industries had designation changed (between WOSB and EDWOSB).

Government Wide Small Business Goals



Government Wide Small Business Goals FY 2015



Overview of the Women-Owned Small Business Federal Contract Program

The **Women-Owned Small Business (WOSB) Federal Contract Program** promotes competitiveness for certain federal contracts for eligible:

- Women-Owned Small Businesses (WOSBs)
- Economically Disadvantaged Women-Owned Small Businesses (EDWOSBs)

Impact of the WOSB Program

Makes it easier for women-owned companies to compete for and win federal contracts

Provides agencies a tool to achieve WOSB contracting goal (5% of its prime contracting dollars must be awarded to WOSBs)

Helps WOSB grow

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Overview of the WOSB Federal Contract Program

- The WOSB Federal Contract Program allows Contracting Officers (COs) to ***set aside contracts*** for WOSBs or EDWOSBs under certain conditions
- As of December 2015, it also allows COs to grant contracts to WOSBs and EDWOSBs under ***Sole-Source Authority*** in specific circumstances

PLEASE NOTE:

- Businesses that have certified as WOSBs or EDWOSBs are still eligible to win contracts outside of the set-aside program
- However, *only WOSBs and EDWOSBs* may win contracts through the program

Requirements for WOSB and EDWOSB *Set-Aside Contract Competitions*

Contracting officers may have WOSB- or EDWOSB-only contract competitions if the contract meets the following requirements:

	WOSB	EDWOSB
Industries	<ul style="list-style-type: none"> • NAICS code assigned to contract solicitation is in an industry in which WOSBs are substantially underrepresented (92 Industry Codes) 	<ul style="list-style-type: none"> • NAICS code assigned to contract solicitation is in an industry in which WOSBs are underrepresented (21 Additional Industry Codes)
Rule of two	<ul style="list-style-type: none"> • Contracting officer has reasonable expectation that 2 or more WOSBs will submit an offer <p><i>* Note: All EDWOSBs are WOSBs but not all WOSBs are EDWOSB</i></p>	
Award price	<ul style="list-style-type: none"> • Contract must be awarded at fair market price 	

A complete list of applicable NAICS codes can be found at:

www.sba.gov/wosb



Requirements for WOSB and EDWOSB Sole-Source Authority Contracts

In order for Cos to grant a contract to a WOSB or EDWOSB through Sole-Source Authority, the contract must meet the following conditions:

- Is the contract in a WOSB/EDWOSB eligible NAICS code?
- Is the contract (including options) valued at \$6.5 million or less for manufacturing contracts or \$4 million or less for all other contracts?
- Can the contract be awarded to the WOSB/EDWOSB at a fair and reasonable price?
- In the determination of the contracting officer, is there a reasonable expectation that there is only one WOSB/EDWOSB that can perform?

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SBA Size Standards

Size:

- Must be small according to SBA size standards:
- Manufacturing – 500 to 1,500 employees
- Wholesale Trades – Up to 100 employees
- Services - \$2 Million to \$35.5 Million Average Annual Receipts
- Retail Trades - \$7 Million to \$35.5 Million Average Annual Receipts
- Construction - \$7 Million to \$33.5 Million Average Annual Receipts
- Agriculture, Forestry , Fishing, and Hunting \$750 K to \$17 Million in Average Annual Receipts

Overview



Designated Industries

- 400 + six-digit industry codes



Self-Certify or use a third-party certifier

Eligibility Requirements for WOSBs

To qualify as a WOSB, a business must meet the following requirements:

- Meet **small business size standard** for primary NAICS code and contract
- At least **51% unconditionally and directly owned by women** who are **U.S. citizens***
- The woman must manage the **day-to-day operations**
- The woman must make the **long-term decisions** for the business
- A woman must **hold the highest officer position** in the company
- This woman must work at business **full-time during normal working hours.**
- No minimum amount of time** for the business to be operational

*Community property laws are not considered when looking at ownership.



Eligibility Requirements for EDWOSBs

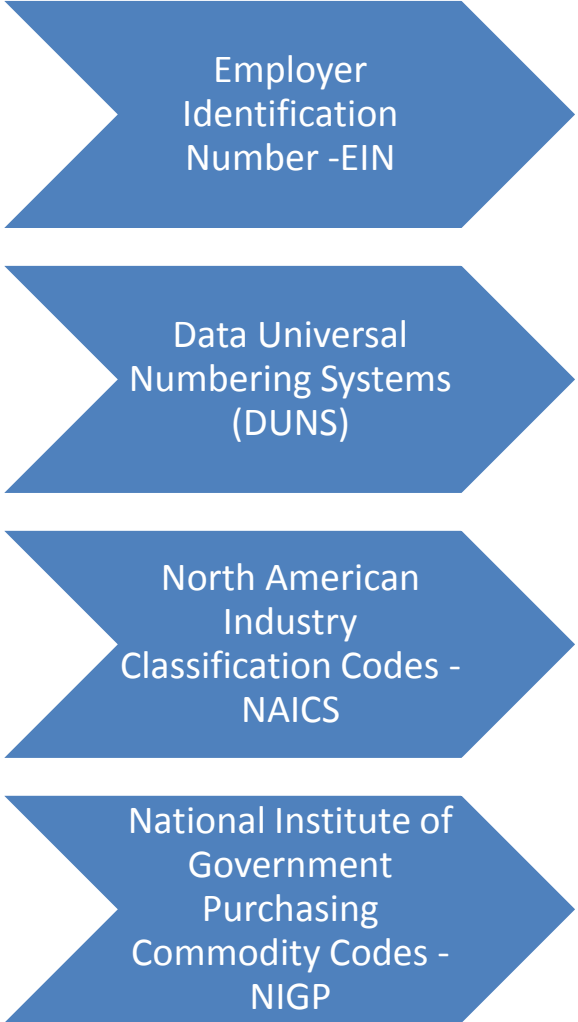

WOSB

- 51% Ownership
- **U.S. Citizen**
 - Primary NAICS code meet size standard

EDWOSB

- Personal net worth less than \$750,000)
- *Adjusted annual income \$350,000 or less*
- Market value of total assets does not exceed \$6 million

Before SAM



Employer
Identification
Number -EIN

Data Universal
Numbering Systems
(DUNS)

North American
Industry
Classification Codes -
NAICS

National Institute of
Government
Purchasing
Commodity Codes -
NIGP

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Before SAM

Federal Supply
Codes and Product
Service Codes –
FSC/PSC

CAGE Code

Determine if you are
a small business

Determine if you
meet other small
business preferences

Familiarize yourself
with local
purchasing and small
business programs

Visit us at www.sba.gov

How to demonstrate eligibility: Self- or Third-Party Certification

There are currently **two ways** to demonstrate eligibility for the WOSB program:

Self Certification with supporting documents

- *Free*
- Register in SAM
- Compile and upload all required documents to the WOSB Repository
- Represent status in SAM as WOSB or EDWOSB

Third Party Certification with supporting documents

- *Fee associated with Third Party Certifiers*
- Register in SAM
- Obtain certification from an SBA-approved Third Party Certifier
 - US Women's Chamber of Commerce
 - Women's Business Enterprise National Council (WBENC)*
 - National Women's Business Owners Council (NWBOC)
 - El Paso Hispanic Chamber of Commerce
- Compile and upload all required documents to the WOSB repository (reduced requirements)
- Represent status in SAM as WOSB or EDWOSB



*Does not perform economic disadvantage determinations Administration

Step 1: Register in SAM

- The **System for Award Management (SAM)** is a registration system owned by GSA and located at www.SAM.gov
- SAM is where companies represent their eligibility for federal contracts (representations and certifications)
- In order to begin the process of certifying as a WOSB or EDWOSB, you must first establish a user account on the SAM site, and then register your entity in SAM.
- Note: **DO NOT** claim status as a WOSB or EDWOSB at this stage

The screenshot displays the SAM.gov website interface. At the top, there is a navigation bar with the SAM logo and the text "SYSTEM FOR AWARD MANAGEMENT". Below the logo, there are input fields for "USER NAME" and "PASSWORD", along with "Forgot Username?" and "Forgot Password?" links, and a "LOG IN" button. A "Create an Account" link is also visible. The main content area is divided into three columns: "CREATE USER ACCOUNT", "REGISTER/UPDATE ENTITY", and "SEARCH RECORDS". The "CREATE USER ACCOUNT" section includes a "Create User Account" button. The "REGISTER/UPDATE ENTITY" section includes a "Register/Update Entity" button and a "New! Use the SAM Status Tracker to: Check Status" button. The "SEARCH RECORDS" section includes a "Search Records" button. Below the main content area, there is a "WHAT IS SAM?" section with a "Need Help?" button, and a "NEWS AND ANNOUNCEMENTS" section with an "Update" link. There are also sections for "USER GUIDES/HELPFUL HINTS" and "ATTENTION EXTRACT AND WEB SERVICE USERS".



Step 2: Upload documents on certify.SBA.gov

- Next, navigate to certify.SBA.gov and create an account in the new system
- Once you have created an account, associate this account with your business information in SAM by providing the following information:
 - Your primary DUNS number
 - Your Marketing Partner ID Number (MPIN) number (created in SAM)
 - Your Taxpayer Identification Number (TIN) number
- Then, complete any necessary forms and upload these documents to the new repository

The screenshot shows the homepage of certify.SBA.gov. At the top left is the SBA logo (U.S. Small Business Administration). At the top right is the text 'certify.SBA.gov'. Below the header is a navigation bar with 'HOME', 'AM I ELIGIBLE?', and 'HELP'. The main content area features a large image of a diverse group of smiling business professionals. Overlaid on this image is a white box with the text: 'Welcome To Certify.SBA.gov', 'The U.S. Small Business Administration (SBA) has modernized the Women-Owned Small Business (WOSB) Program certification process. Get started online and manage your eligibility documentation directly from our easy to use dashboard. GET STARTED TODAY!'. To the right of this box are three buttons: 'LOGIN' (blue), 'OR' (black), and 'CREATE ACCOUNT' (orange). Below these buttons is a 'FEDERAL EMPLOYEE LOGIN' button (orange). Below the main image are three columns of text: 'NEW FEATURES' (describing a unified SBA contracting process), 'AM I ELIGIBLE?' (asking if a company meets criteria for WOSB or EDC programs), and 'COMING SOON!' (listing upcoming programs like 8(a) Business Development Program, HUBZone Program, and Dynamic Small Business Search). A 'FIND OUT' button is located below the 'AM I ELIGIBLE?' section. At the bottom of the main content area, a grey bar contains the text: 'Currently, this website is available for the Women-Owned Small Business (WOSB) Program only. For the 8(a) Business Development and HUBZone programs, please continue to use the SBA General Login System (GLS) to manage your certifications.' Below this is a section titled 'WE NEED YOUR FEEDBACK' with a blue button containing the email address 'certify@sba.gov'. Underneath, it says 'This site is a work in progress and your experience is important to us. Please email us with comments or suggestions.' At the very bottom, there are social media icons for Facebook, Twitter, and LinkedIn, followed by the SBA logo and address: 'U.S. Small Business Administration, 409 3rd St. SW, Washington DC 20416.' The footer contains the text: 'SBA.gov | WhiteHouse.gov | USA.gov | Regulations.gov | In Partnership with BusinessUSA.gov'.

Step 2: Upload documents on certify.SBA.gov (cont.)

certify.SBA.gov now hosts the **WOSB Repository**, where documents verifying WOSB/EDWOSB eligibility must be uploaded so that they may be viewed by agencies' Contracting Officers (COs)*

Only the WOSB, SBA, and the CO (once granted access by the WOSB)* can access the repository

WOSBs and EDWOSBs should upload the following documents to verify their status:

Self-Certification – WOSBs

- Birth certificates, naturalization papers, unexpired passports to verify U.S. citizenship
- Copy of Joint Venture agreement (if applicable)
- Copy of WOSB/EDWOSB Certification (SBA Form 2413 or SBA Form 2414)
- DBA certificate
- Corporate information relating to verifying ownership by a woman or women

Self-Certification – EDWOSBs

- All requirements for WOSBs
- An SBA Form 413, Personal Financial Statement, for each woman claiming economic disadvantage and their spouse, if applicable

Third Party Certification

- Copy of Third Party Certification from an SBA Approved Third Party Certifier
- Copy of JV agreement (if applicable)
- Copy of WOSB/EDWOSB Certification (SBA Form 2413 or SBA Form 2414)

***Please Note:** The ability for WOSBs to grant document access and the ability for COs to view documents in the certify.SBA.gov repository will be released later in FY16

Step 2: Upload documents on certify.SBA.gov (cont.)

*As of March 2016, certification for WOSBs and EDWOSBs
now takes place using the **certify.SBA.gov** system*

What's new?

- The WOSB Repository **has moved** from General Login System (GLS) to its new home at certify.SBA.gov
- GLS is **no longer** a valid entry point for the WOSB program
- All existing WOSB/EDWOSBs in the Repository that have updated their content since **October 2014** have had their information migrated to new Repository
- All firms will need to check the new Repository to ensure their information has migrated properly and complete the SBA forms 413, 2413, or 2414 (as applicable) in the new electronic format.
- Any firms that did not update after Oct 2014 will need to resubmit as if new
- SBA plans to add support for its other certification programs to certify.SBA.gov in the future



Step 3: Represent Status in SAM

- Once you have uploaded all necessary documents on certify.SBA.gov, you will be able to represent your status as a WOSB/EDWOSB on the SAM site
- Check the boxes as appropriate to indicate your status as a WOSB and/or EDWOSB (please note that all EDWOSBs are also WOSBs)
- NOTE: All required documents must be uploaded **before** identifying as a WOSB or EDWOSB – **penalties for false representation are steep.**

SAM: "I have read each of the FAR and DFARS provisions presented below. By submitting this certification I, _____, am attesting to the accuracy of the representations and certifications contained herein, including the entire NAICS table. I understand that I may be subject to penalties if I misrepresent _____ in any of the below representations or certifications to the Government."

- (1) The offeror represents as part of its offer that it is, is not a small business concern.
- (2) [Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.] The offeror represents, for general statistical purposes, that it is is not, a small disadvantaged business concern as defined in 13 CFR 124.1002.
- (3) [Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.] The offeror represents as part of its offer that it is is not, a women-owned small business concern. (See Below)
- (4) Women-owned small business (WOSB) concern eligible under the WOSB Program. [Complete only if the offeror represented itself as a women-owned small business concern in paragraph (b)(3) of this provision] The offeror represents as part of its offer that:
- (i) is is not, a WOSB concern eligible under the WOSB Program. [The offeror shall submit a signed copy of the WOSB representation and the required documents to the WOSB Repository, and no change in circumstances or adverse decisions have been issued that affects its eligibility; and
- (ii) It is is not, a joint venture that complies with the requirements of 13 CFR part 127, and the representation in paragraph (c)(7) (i) of this provision is accurate in reference to the WOSB concern or concerns that are participating in the joint venture. [The offeror shall enter the name or names of the WOSB concern or concerns that are participating in the joint venture.] Each WOSB concern participating in the joint venture shall submit a separate signed copy of the WOSB representation.
- (5) Economically disadvantaged women-owned small business (EDWOSB) concern eligible under the WOSB Program. [Complete only if the offeror represented itself as a women-owned small business concern in paragraph (b)(4) of this provision] The offeror represents as part of its offer that:
- (i) It is is not, an EDWOSB concern eligible under the WOSB Program, has provided all the required documents to the WOSB Repository, and no change in circumstances or adverse decisions have been issued that affects its eligibility; and
- (ii) It is is not, a joint venture that complies with the requirements of 13 CFR part 127, and the representation in paragraph (c)(7) (i) of this provision is accurate in reference to the EDWOSB concern or concerns that are participating in the joint venture. [The offeror shall enter the name or names of the EDWOSB concern or concerns that are participating in the joint venture.] Each EDWOSB concern participating in the joint venture shall submit a separate signed copy of the EDWOSB representation.

Check these boxes as appropriate to indicate WOSB/EDWOSB status

EDWOSBs should check both boxes, since all EDWOSBs are also WOSBs

WOSB Program Certification

http://collab.sba.gov/sbaforms/SBA%20%20Small%20Business%20Administration/SBA%202

File Edit Go to Favorites Help

Training - New Item Free Hotmail Suggested Sites

Tools Fill & Sign Comment

1 / 5 75%

OMB Control No: 3245-0374
Expiration Date: 11/30/2017

**WOMEN OWNED SMALL BUSINESS (WOSB) PROGRAM
CERTIFICATION -- WOSBs**

All small businesses that are interested in submitting an offer on a solicitation that has been set aside for WOSBs under the WOSB Program must complete this certification prior to submitting the offer. This includes checking all of the boxes and having an authorized officer of the WOSB sign and date the certification. Once the certification is complete, you must upload it to the WOSB Program Repository along with all other required documents as outlined in the Compliance Guide for the WOSB Program (go to www.sba.gov/wosb). For inquiries or questions, please e-mail wosb@sba.gov.

Please read carefully the following certification statements. The Federal government relies on the information in this form and any documents or supplemental information submitted to determine whether the business is eligible for a contract authorized under the WOSB Program. The definitions for the terms used in this certification are set forth in the Small Business Act, SBA regulations (13 C.F.R. Part 127), and also any statutory and regulatory provision referenced in those authorities. In addition, please note that the U.S. Small Business Administration (SBA) may request further clarification or supporting documentation in order to assist in the verification of any of the information provided and that each person signing this certification may be prosecuted if they have provided false information. Any action taken with respect to this certification does not affect the Government's right to pursue criminal, civil or administrative remedies for incorrect or incomplete information given, even if correct information has been included in other materials submitted to SBA.

The undersigned has reviewed, verified and certifies that (all boxes must be checked):

(i) The concern is certified as a WOSB in accordance with Section 8(m) of the Small Business Act, by an SBA-approved third-party certifier.
 Yes No

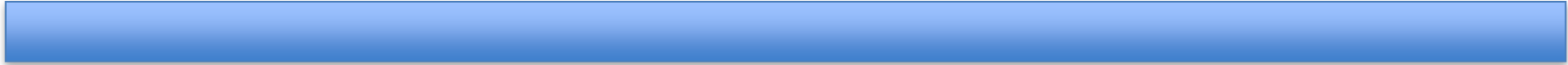
(ii) The concern is in receipt of a decision by an SBA-approved third-party certifier, that the concern does not qualify as a WOSB in accordance with Section 8(m) of the Small Business Act.
 Yes No

(iii) Since the date of the firm's receipt of a decision by an SBA-approved third-party certifier affirming its eligibility as a WOSB in accordance with Section 8(m) of the Small Business Act, there have been no changes in circumstance affecting the concern's eligibility.
 Yes No


(iv) It is currently certified by the U.S. Small Business Administration as an 8(a) BD Program Participant and the 51% owner is a woman (or women).
 Yes No N/A Explain why N/A:

Visit us at www.sba.gov

WOSB Program Certification – Economically Disadvantaged or EDWOSB SBA Form 2414



The screenshot shows a web browser window with the address bar containing the URL: <http://collab.sba.gov/sbaforms/SBA%20%20Small%20Business%20Administration/SBA%20>. The browser interface includes a menu bar (File, Edit, Go to, Favorites, Help), a toolbar with various icons, and a status bar at the bottom. The main content area displays the SBA Form 2414 certification page.

 OMB Control No: 3245-0374
Expiration Date: 11/30/2017

**WOMEN OWNED SMALL BUSINESS (WOSB) PROGRAM
CERTIFICATION – ECONOMICALLY DISADVANTAGED or EDWOSB**

All EDWOSBs that are interested in submitting an offer on a solicitation that has been set aside for WOSBs under the EDWOSB Program must complete this certification prior to submitting the offer. This includes checking all of the boxes and having an authorized officer of the EDWOSB sign and date the certification. Once the certification is complete, you must upload it to the WOSB Program Repository along with all other required documents as outlined in the Compliance Guide for the WOSB Program (go to www.sba.gov/wosb). For inquiries or questions, please e-mail wosb@sba.gov.

Please read carefully the following certification statements. The Federal government relies on the information in this form and any documents or supplemental information submitted to determine whether the business is eligible for a contract authorized under the WOSB Program. The definitions for the terms used in this certification are set forth in the Small Business Act, SBA regulations (13 C.F.R. Part 127), and also any statutory and regulatory provision referenced in those authorities. In addition, please note that the U.S. Small Business Administration (SBA) may request further clarification or supporting documentation in order to assist in the verification of any of the information provided and that each person signing this certification may be prosecuted if they have provided false information. Any action taken with respect to this certification does not affect the Government's right to pursue criminal, civil or administrative remedies for incorrect or incomplete information given, even if correct information has been included in other materials submitted to SBA.

The undersigned has reviewed, verified and certifies that (all boxes must be checked):

(i) The concern is certified as an EDWOSB in accordance with Section 8(m) of the Small Business Act, by an SBA-approved third-party certifier.
 Yes No

(ii) The concern is in receipt of a decision by an SBA-approved third-party certifier, that the concern does not qualify as an EDWOSB in accordance with Section 8(m) of the Small Business Act.
 Yes No

(iii) Since the date of the firm's receipt of a decision by an SBA-approved third-party certifier affirming its eligibility as an EDWOSB in accordance with Section 8(m) of the Small Business Act, there have been no changes in circumstance affecting the concern's eligibility.
 Yes No

(iv) It is currently certified by the U.S. Small Business Administration as an 8(a) BD Program Participant and the 51% owner is an economically disadvantaged woman (or women).
 Yes No N/A Explain why N/A:

Personal Financial Statement – WOSB Program

SBA Form 413 (WOSB)

http://collab.sba.gov/sbaforms/SBA%20%20Small%20Business%20Administration/SBA%20%20 sba.gov

File Edit Go to Favorites Help

Training - New Item Free Hotmail Suggested Sites

Page Safety Tools

Tools Fill & Sign Comment

OMB APPROVAL NO.: 3245-0188
EXPIRATION DATE: 01/31/2018

**PERSONAL FINANCIAL STATEMENT
WOMEN OWNED SMALL BUSINESS (WOSB) PROGRAM**

U.S. SMALL BUSINESS ADMINISTRATION

This form must be completed by each individual claiming economic disadvantage in connection with the SBA's Women-Owned Small Business (WOSB) Program. A separate form must be completed by the individual's spouse, unless the individual and the spouse are legally separated. Use attachments if necessary. Each attachment must be identified as a part of this statement and signed. In addition, each individual claiming economic disadvantage must update the form as changes arise, but at least annually, to ensure the information is current, accurate and complete.

SBA's regulations state that to be considered economically disadvantaged for purposes of the WOSB Program, a woman must have an adjusted gross income averaged over the three prior fiscal years of \$350,000 or less; less than \$6 million in the fair market value of all her assets (to include her primary residence and value of the business concern); and less than \$750,000 in personal net worth (excluding equity interest in her personal residence and ownership interest in the business, and funds invested in a retirement account that are unavailable until retirement age). 13 C.F.R. §127.203.

Forms must be uploaded to the WOSB Program Repository. For more information on the WOSB program and the repository, visit <http://www.sba.gov/content/women-owned-small-business-program>.

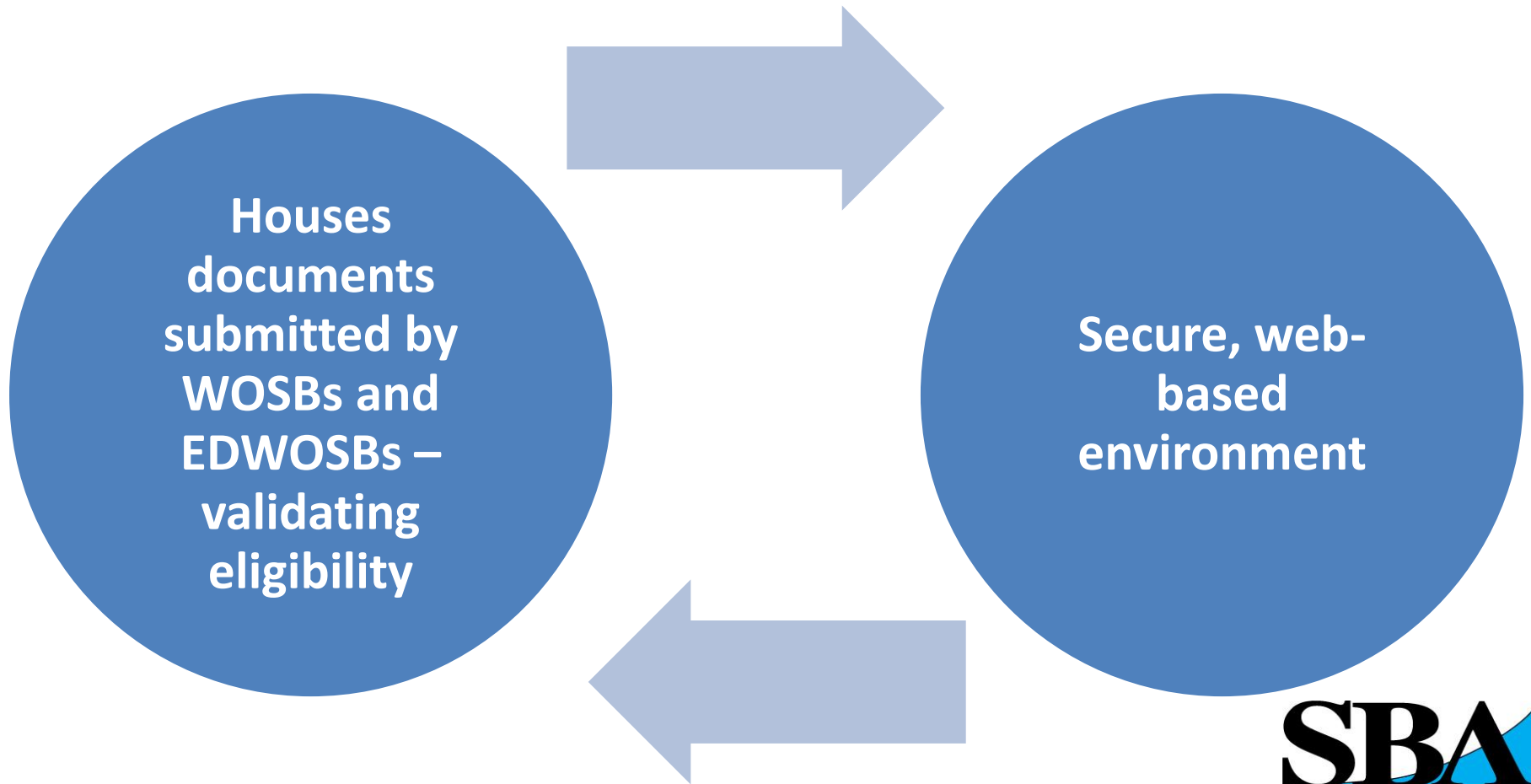
Name:	Business Phone:
Business Name and Address:	Other Phone:
City, State, & Zip Code:	
The information is current as of [month/day/year]:	
Business Type: <input type="checkbox"/> Corporation <input type="checkbox"/> S Corp. <input type="checkbox"/> LLC <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor	
Married: <input type="checkbox"/> Yes <input type="checkbox"/> No	

ASSETS (Omit Cents)	LIABILITIES (Omit Cents)
Cash on Hand & in banks.....\$	Accounts Payable.....\$
Savings Accounts.....\$	Notes Payable to Banks and Others.....\$
IRA or Other Retirement Account.....\$	(Describe in Section 2)
(Describe in Section 5)	Installment Account (Auto).....\$
Accounts & Notes Receivable.....\$	Mo. Payments \$
(Describe in Section 5)	Installment Account (Other).....\$
Life Insurance – Cash Surrender Value Only.....\$	Mo. Payments \$
(Describe in Section 8)	Loan(s) Against Life Insurance.....\$
Stocks and Bonds.....\$	Mortgages on Real Estate.....\$
(Describe in Section 3)	(Describe in Section 4)
Real Estate.....\$	Unpaid Taxes.....\$
(Describe in Section 4)	(Describe in Section 6)
Automobiles.....\$	Other Liabilities.....\$
(Describe in Section 5, and include Year/Make/Model)	(Describe in Section 7)
Other Personal Property.....\$	Total Liabilities.....\$
(Describe in Section 5)	Net Worth.....\$
Other Assets.....\$	
(Describe in Section 5)	Total \$ 0
Total \$ 0	<small>*Must equal total in assets column.</small>

Section 1. Source of Income.	Contingent Liabilities
Salary.....\$	As Endorser or Co-Maker.....\$
Net Investment Income.....\$	Legal Claims & Judgments.....\$
Real Estate Income.....\$	Provision for Federal Income Tax.....\$
Other Income (Describe below)*.....\$	Other Special Debt.....\$

Description of Other Income in Section 1

WOSB Repository



Reviews and Protests

SBA is committed to ensuring only eligible WOSBs benefit from the WOSB Federal Contract Program. The following tools ensure compliance with Program requirements:

Eligibility Examinations

- SBA may investigate the accuracy of any certification or representation made
- SBA will conduct regular reviews of firms who have self-certified and obtained third party certification
- A review will involve evaluation of documents uploaded in the repository and SBA may request additional documents and perform a site visit

Any WOSB/EDWOSB found to be ineligible ***must remove*** designation in SAM; ***CO shall not award*** the contract

Protests

- SBA may investigate the accuracy of any certification or representation made as it relates to a specific WOSB/EDWOSB contract
- Only an interested party, SBA or a contracting officer may submit a protest
- A protest must be submitted to the contracting officer within certain timeframes
 - Can only protest the ownership, control and economic disadvantage requirements
 - Size protests are handled under 13 C.F.R. part 121
- SBA reviews each protest and makes a final decision, which may be appealed to the Office of Hearings and Appeal



Resources and Q&A

There are a number of resources available to help answer questions about the WOSB Program:

Visit the SBA's website: www.sba.gov/wosb

- ▶ You will find the latest information about the program on this site
- ▶ For questions on the WOSB program, you may also email wosb@sba.gov
- ▶ For questions on the new system, please email certify@sba.gov

Visit a local resource:

- ▶ *Procurement Center Representative (PCR) Directory*
 - Find your local PCR at: <https://www.sba.gov/contracting/resources-small-businesses/pcr-directory>
- ▶ *Small Business Administration District Offices*
 - Find your local office at: <http://www.sba.gov/about-offices-list/2>
- ▶ *Women's Business Centers*
 - Find your local center at: <http://www.sba.gov/content/womens-business-centers>
- ▶ *Small Business Development Centers*
 - Find your local center at: <http://www.asbdc-us.org/>
- ▶ *Procurement Technical Assistance Centers*
 - Find your local center at: <http://www.aptac-us.org/new/>

Call the SBA Answer Desk: 1-800-U-ASK-SBA (1-800-827-5722)

Questions?





Dorothy Atkins

Economic Development Specialist



Phone: (404) 331-0100 ext. 305

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