



# University of Houston APEX Accelerator

## Your Resource for Doing Business with Government

### Federal, State, and Local Government Small Business Certification Programs

Federal, State, and Local Government Small Business Certification Programs					
<u>Certifying Agency / Certification Type</u> ↓	<u>Federal (SBA) 8(a)</u> ↓	<u>Federal (SBA) Historically Underutilized Business Zone (HUBZone)</u> ↓	<u>Federal (SBA) Women-Owned Small Business (WOSB); Economically Disadvantaged Women-Owned SB (EDWOSB)</u> ↓	<u>Federal (SBA) Veteran-Owned Small Business (VOSB); Service-Disabled Veteran-Owned SB (SDVOSB)</u> ↓	<u>State of TX Historically Underutilized Business (M/W/SDVOSB)</u> ↓
<u>Responsible Agency / Application Website</u>	Federal (SBA) Application: <a href="https://certify.sba.gov/">https://certify.sba.gov/</a>	Federal (SBA) Application: <a href="https://eweb.sba.gov/gls/dsp_login.cfm?sb=Y">https://eweb.sba.gov/gls/dsp_login.cfm?sb=Y</a>	Federal (SBA) Application: <a href="https://wosb.certify.sba.gov/">https://wosb.certify.sba.gov/</a> Or SBA approved third party approval (WBENC/WBEA)	Federal (SBA) Application: <a href="https://veterans.certify.sba.gov/">https://veterans.certify.sba.gov/</a> (Program name: Veteran SB Certification Program or VetCert)	Texas Procurement & Support Services (TPASS), Historically Underutilized Business (HUB) <a href="https://texashub.gob2g.com/">https://texashub.gob2g.com/</a>
<u>Maximum Size Standard</u>	Small Business According to NAICS Code (SBA Size Standards) <a href="https://www.sba.gov/document/support-table-size-standards">https://www.sba.gov/document/support-table-size-standards</a>	Small Business According to NAICS Code (SBA Size Standards) <a href="https://www.sba.gov/document/support-table-size-standards">https://www.sba.gov/document/support-table-size-standards</a>	Small Business According to NAICS Code (SBA Size Standards) <a href="https://www.sba.gov/document/support-table-size-standards">https://www.sba.gov/document/support-table-size-standards</a>	Small Business According to NAICS Code (SBA Size Standards) <a href="https://www.sba.gov/document/support-table-size-standards">https://www.sba.gov/document/support-table-size-standards</a>	TX Administrative Code, Title 34, Part 1, Chap 20, Subchap D, Division 1, Rule §20.282, definition # 29 (Based on SBA Size Standards)
<u>Group Participation</u>	Social Presumed Eligibility (Black, Hispanic, Native, Asian, and Subcontinent Asian Americans) and Economically Disadvantaged	Principal Office Located in a HUBZone Area	Women and Economically Disadvantaged Women	Veterans and Service Disabled Veterans	Minority, Service Disabled Veteran (20% or more disabled), Women
<u>Maximum Assets, Personal Income, &amp; Personal Net Worth</u>	Assets cannot exceed \$6,500,000; Adjusted Gross Income cannot exceed \$400,000 averaged over 3 preceding years; Net Worth must be less than \$850,000	N/A	EDWOSB: Assets cannot exceed \$6,500,000; Adjusted Gross Income cannot exceed \$400,000 averaged over 3 preceding years; Net Worth must be less than \$850,000	N/A	N/A
<u>Citizenship / Residency</u>	US Citizen / U.S.	US Citizen / U.S.	US Citizen / U.S.	US Citizen / U.S.	U S Citizen / TX Residents Only
<u>Other Qualification Specifications</u>	Potential for Success: In business 2 yrs by evidence of tax returns with sales plus other eligibility criteria	Maintain 35% Employment with HUBZone Residents. (Employee means all individuals employed on a full-time, part-time, or other basis, so long as that individual works a minimum of 40 hours per month. This includes employees obtained from a temporary employee agency, leasing concern, or through a union agreement or co-employed pursuant to a professional employer organization agreement.)	Not all NAICS codes are eligible for the program. Visit the SBA website below for a list of eligible NAICS for WOSB and EDWOSB Program. <a href="https://www.sba.gov/document/support-eligible-naics-women-owned-small-business-federal-contracting-program">https://www.sba.gov/document/support-eligible-naics-women-owned-small-business-federal-contracting-program</a>	DD214 as Evidence of Military Service and Determination Letter from the VA for Disability	Principal place of business is the location where the qualifying owner(s) of the business direct, control and coordinate the business's daily operations and activities.
<u>Average Processing Time After Receipt of Complete Application (varies per agency workload)</u>	Varies: average 4 - 8 Months	60 - 90 Days	3 - 6 months	TBD (Estimated 3 - 6 months)	90 Days
<u>On Site review</u>	At Discretion of SBA	At Discretion of SBA	At Discretion of SBA	At Discretion of SBA	No
<u>Certification Period</u>	9 Years (Requires Annual Updates)	Every five years the HUBZone program is required to update the HUBZone designations to ensure the program continues to serve the communities that are most in need of assistance. Most areas stay the same but some change.	Annual attest to meeting program requirements. Additionally, firms must undergo a program examination every three years conducted by SBA or a third-party certifier.	Annual attest to meeting program requirements. Additionally, firms must undergo a program examination every three years conducted by SBA.	Once Every 4 Years
<u>Reciprocity / Fees</u>	No Reciprocity / No Fees	Every five years the HUBZone program is required to update the HUBZone designations to ensure the program continues to serve the communities that are most in need of assistance. Most areas stay the same but some change.	No Reciprocity / No Fees if self-certify at <a href="https://certify.sba.gov/">certify.sba.gov</a> (fees may apply if third party certifies, i.e., WBENC / WBEA)	No Reciprocity / No Fees	Many local government agencies will accept the SoT HUB certification. Verify with the local agency. No fees for certification but to register on CMBL will cost \$70
<u>Website Addresses</u>	<a href="https://www.sba.gov/contracting/government-contracting-programs/8a-business-development-program">https://www.sba.gov/contracting/government-contracting-programs/8a-business-development-program</a>	Every five years the HUBZone program is required to update the HUBZone designations to ensure the program continues to serve the communities that are most in need of assistance. Most areas stay the same but some change.	<a href="https://www.sba.gov/federal-contracting/contracting-assistance-programs/women-owned-small-business-federal-contract-program">https://www.sba.gov/federal-contracting/contracting-assistance-programs/women-owned-small-business-federal-contract-program</a>	<a href="https://www.sba.gov/federal-contracting/contracting-assistance-programs/veteran-contracting-assistance-programs">https://www.sba.gov/federal-contracting/contracting-assistance-programs/veteran-contracting-assistance-programs</a>	<a href="https://comptroller.texas.gov/purchasing/vendor/hub/">https://comptroller.texas.gov/purchasing/vendor/hub/</a>

## Federal, State, and Local Government Small Business Certification Programs

<u>Certifying Agency / Certification Type</u> →	<u>State of TX TX DOT (SBE)</u>	<u>SoT Texas Unified Certification Program Disadvantaged Business Enterprise (DBE / AC)</u>	<u>City of Houston Minority, Women, Persons w/ Disabilities, Small Business Enterprise - M/W/PD/S/BE</u>	<u>Corporate (nonprofit) HMSDC (MBE)</u>	<u>Corporate (nonprofit) WBENC / WBEA (WBE)</u>
<u>Responsible Agency / Application Website</u>	TXDOT <a href="https://www.txdot.gov/business/disadvantaged-small-business-enterprise.html">https://www.txdot.gov/business/disadvantaged-small-business-enterprise.html</a>	COH or TXDOT TUCP - submit a completed application online to either agency. COH: <a href="https://www.houstontx.gov/obo/certification_overview.html">https://www.houstontx.gov/obo/certification_overview.html</a> TX DOT TUCP: <a href="https://www.txdot.gov/business/disadvantaged-small-business-enterprise.html">https://www.txdot.gov/business/disadvantaged-small-business-enterprise.html</a>	COH Office of Business Opportunity (apply online) <a href="https://houston.mwdb.com/">https://houston.mwdb.com/</a>	Houston Minority Supplier Development Council (apply online) <a href="https://affiliate.nmsdc.org/hmsdc/">https://affiliate.nmsdc.org/hmsdc/</a>	Women's Business Enterprise National Council Women Business Enterprise Alliance (apply online) <a href="https://wbenc.wbenclink.org/">https://wbenc.wbenclink.org/</a>
<u>Maximum Size Standard</u>	Small Business According to NAICS Code (SBA Size Standards)	Small Business According to NAICS Code (SBA Size Standard); gross receipts must not exceed \$23.98 million averaged out over three years, regardless of SBA Size Standards.	Small Business According to NAICS Code (SBA Size Standards)	N/A	N/A
<u>Group Participation</u>	Small Business Enterprise	Asian-American; African American, Hispanic Americans, Native American, Asian-Pacific Americans, Subcontinent Americans, Women	Minority, Women, Persons with Disabilities, Small Business Enterprise (SBE is for Construction and Construction-Related Only)	Minority	Women
<u>Maximum Assets, Personal Income, &amp; Personal Net Worth</u>	N/A	Personal Net Worth Limit is \$1,320,000; Gross Receipts Cannot Exceed \$23.98M Averaged Over 3 years	N/A	N/A	N/A
<u>Citizenship / Residency</u>	U S Citizen or Lawful Admitted Permanent Resident / Principal Office in TX	U S Citizen or Lawful Admitted Permanent Resident / TX Residents	U S Citizen or Lawful Admitted Permanent Resident / City of Houston and Surrounding Counties	U S Citizen / Principal Office in TX	U S Citizen or Lawful Admitted Permanent Resident / Principal Office in TX
<u>Other Qualification Specifications</u>	Certified DBE firms are recognized as SBEs without having to submit an SBE application	DBE Must Meet the 49 CFR Part 26 Complete Personal Net Worth Statement and provide required documents Firms DBE Certified Are Automatically Eligible for the SBE Certification	Need to provide proof of being in business either through paid invoices or if you have no sales, by providing other business information, i.e., business bank account w/ funds deposited, etc., to prove business is in operation.	Specific Management and Ownership Criteria Specified within the Application	Proof of Effective Mgmt of Business. Control of the Business as Evidenced by Signature on Loans, Leases, and Contracts
<u>Average Processing Time After Receipt of Complete Application (varies per agency workload)</u>	30 days	90 days	90 days - 8 Months	90 Days	90 Days
<u>On Site review</u>	No	Yes	Yes	Yes	Yes
<u>Certification Period</u>	Re-certify Every Three Years	Re-certify Every Three Years; However You Must Update Your Certification Annually	ACDBE/DBE Annual Certification Form, MWSBE/PDBE 3 Year Update Form, or a SBE 3 Year Update Form and Affidavit	Re-certify Every Year	Re-certify Every Year
<u>Reciprocity / Fees</u>	No Reciprocity / No Fees	METRO, Port of Houston, Houston Airport System, ect. / No Fees	Reciprocity with: Port of Houston Authority; Houston Independent School District; Houston Community College; Environmental Protection Agency (EPA); Houston Housing Authority; Texas Comptroller of Public Accounts; Texas Department of Transportation; Airport Transportation Agencies Statewide / No Fees	Many local government agencies will accept the SoT HUB certification. Verify with the local agency. Fees based on annual gross receipts: <\$1M = \$250; \$1M - \$9.99M = \$400; \$10M - \$49.9M = \$650; >\$50M = \$800; Expedited = additional \$350 Note: HMSDC can also process expedited city of Houston and state of TX HUB certification applications. This service is included in the fee.	Many local government agencies will accept the SoT HUB certification. Verify with the local agency. Fees based on annual gross receipts: <\$1M = \$250; \$1M - \$9.99M = \$400; \$10M - \$49.9M = \$650; >\$50M = \$800; Expedited = additional \$350 Note: HMSDC can also process expedited city of Houston and state of TX HUB certification applications. This service is included in the fee.
<u>Website Addresses</u>	<a href="http://www.txdot.gov/business/partnerships/sbe.html">http://www.txdot.gov/business/partnerships/sbe.html</a>	<a href="http://www.txdot.gov/business/partnerships/dbe.html">http://www.txdot.gov/business/partnerships/dbe.html</a>	<a href="http://www.houstontx.gov/obo/certification_overview.html">http://www.houstontx.gov/obo/certification_overview.html</a>	<a href="http://hmsdc.org/minority-business/mbe-certification/">http://hmsdc.org/minority-business/mbe-certification/</a>	<a href="http://www.wbea-texas.org/wbea-certification">http://www.wbea-texas.org/wbea-certification</a>