



Where Government Contracting Starts





SBA VetCert Update 2024


Veteran Certification Overview

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January 10, 2024

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Where Government Contracting Starts

Today's Discussion

- ❖ VetCert Program Overview
 - Program history quick review
 - Program Overview & Benefits
 - Eligibility requirements
- ❖ VetCert Application
 - VetCert Portal
 - Documentation requirements
 - Looking at the application
- ❖ Is this certification a good fit for your business?
- ❖ Certified, now what? – Marketing & maintaining certification
- ❖ Other SBA Veteran Benefits



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Service-Disabled Veteran-Owned



The federal government tries to award at least 3% of annual federal contracting dollars to service-disabled veteran-owned small businesses. >

VetCert

Eligibility & Application: VOSB / SDVOSB

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VetCert Program History

Certification Transfer from the VA

- ❖ Firms verified by the VA Center for Verification and Evaluation (CVE) as of January 1, 2023, were automatically granted certification by SBA for the remainder of the firm's eligibility period.
- ❖ SBA granted a one-time, one-year extension of certification to current VOSBs and SDVOSBs verified by the VA as of the transfer date on January 1, 2023. This additional year will be added to the existing eligibility period of a current participant.
- ❖ **New applicants certified by SBA after January 1, 2023, will receive the standard three-year certification period.**

References: <https://www.sba.gov/federal-contracting/contracting-assistance-programs/veteran-contracting-assistance-programs>



VetCert Program History

Grace period for self-certified firms



- ❖ The NDAA 2021 had granted a one-year grace period for self-certified SDVOSBs until January 1, 2024. During the grace period, self-certified businesses had one year to file an application for SDVOSB certification and was allowed to rely on their self-certification to compete for non-VA SDVOSB set-aside contracts.
- ❖ Self-certified SDVOSBs that had applied before January 1, 2024, will maintain their eligibility through the expiration of the grace period until SBA issues a final eligibility decision.
- ❖ VOSBs and SDVOSBs seeking sole-source and set-aside opportunities with the VA must be certified – there is no grace period.

References: <https://www.sba.gov/federal-contracting/contracting-assistance-programs/veteran-contracting-assistance-programs>



Benefits of Certification

Benefits of SBA certification¹



- ❖ Certification allows SDVOSB firms the opportunity to compete for [sole-source and set-aside contracts](#) across the federal government.
- ❖ Certified VOSBs and SDVOSBs should start the application process before their extended certification expiration date to ensure their certification does not lapse. Self-certified SDVOSBs are encouraged to submit an application in advance to ensure the certification process is complete by January 1, 2024.

Veteran Affairs (VA) Vets First Contracting Program²



- ❖ Created for Veteran-Owned Small Businesses (VOSB) & expanded the Service-Disabled Veteran contracting program for VA procurements.
- ❖ Opportunities for VA sole-source & set-aside contracts for certified VOSB & SDVOSB firms
note: Certification required for both VOSB & SDVOSB



References: 1. <https://www.sba.gov/federal-contracting/contracting-assistance-programs/veteran-contracting-assistance-programs>
2. <https://www.va.gov/osdbu/faqs/109461.asp#:~:text=The%20Vets%20First%20Contracting%20Program%20within%20the%20Department%20of%20Veterans,contracting%20program%20for%20VA%20procurements.>



Eligibility Requirements

Eligibility requirements:



To apply for certification with SBA as a **VOSB** or **SDVOSB**, a firm must meet the following requirements:

- ❖ Be considered a small business, as defined by [the size standard](#) corresponding to any NAICS code listed in the business's SAM profile.
- ❖ Have no less than 51% of the business owned and controlled by one or more veterans.
- ❖ For certification as a SDVOSB, have no less than 51% of the business owned and controlled by one or more veterans rated as service-disabled by the VA.
- ❖ For those veterans who are permanently and totally disabled and unable to manage the daily business operations of their business, their business may still qualify if their spouse or appointed, permanent caregiver is assisting in that management.
- ❖ For a full list of eligibility requirements, see the final rule published in the [Federal Register](#).

References: <https://www.sba.gov/federal-contracting/contracting-assistance-programs/veteran-contracting-assistance-programs>



VetCert Application Readiness

To be application ready:

- ✓ Entity registration must be up to date and active in SAM.gov. To link your SAM profile to the application you will need:
 - Unique Entity Identifier (UEI)
 - Bank Account Number – *must match SAM profile!*
- ✓ Marketing Review VetCert application FAQ Sheet for list of supporting documents: https://sba-cve-docs.s3.us-east-2.amazonaws.com/SBA_Document_Fact_Sheet.pdf
- ✓ Make sure they have the supporting documents as .pdf files on your computer
- ✓ Be able to answer (with narrative if needed):
 -



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VetCert Portal

SBA U.S. Small Business Administration

Home | Veteran Small Business Search | Eligibility | Benefits | Support | Register | Sign In

Veteran Small Business Certification (VetCert)

Veteran-owned small businesses can use this application to be certified by SBA to compete for federal contracts. Certified veteran-owned small businesses (VOSBs) will have the opportunity to pursue sole-source and set-aside contracts at the Department of Veterans Affairs under the VA's Vets First program. Certified service-disabled veteran-owned small businesses (SDVOSBs) will have the opportunity to compete for federal sole-source and set-aside contracts across the federal government.

Register | Sign In

Search for a Certified Veteran Small Business

Search By Business Name | Search Veteran Certifications

References: <https://veterans.certify.sba.gov/>

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VetCert Portal

SBA U.S. Small Business Administration

Register | Sign In

Veteran Small Business Certification (VetCert)

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Search for a Certified Veteran Small Business


Search By Business Name | Search Veteran Certifications

Veteran small business support

- Veterans contracting assistance programs.**
Learn more about contracting opportunities for veterans and the Surplus Personal Property for Veteran-Owned Small Business programs
[View Contracting Opportunities](#)
- Other SBA resources for veterans**
Learn more about resources and opportunities available for veteran small businesses
[View Resources and Opportunities](#)
- Contact SBA VetCert Support**

Phone	800-862-8088
Online Support	FAQ
Hours	8 a.m - 6 p.m. ET


<https://veterans.certify.sba.gov/>



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VetCert Portal – Getting Started

Register an Account




The screenshot shows the 'Register an Account' page on MySBA. It includes a navigation sidebar with steps: 1. User Sign In Details, 2. Phone and Address, 3. Personal Details, 4. Security Questions. The main content area has a 'Register an Account' heading, a sign-in note, and form fields for First name, Middle name, Last name, Suffix, Username, and Password (with a 'Re-Enter Password' field). There are also checkboxes for password requirements and a 'Next Step' button.

Personal information needed:

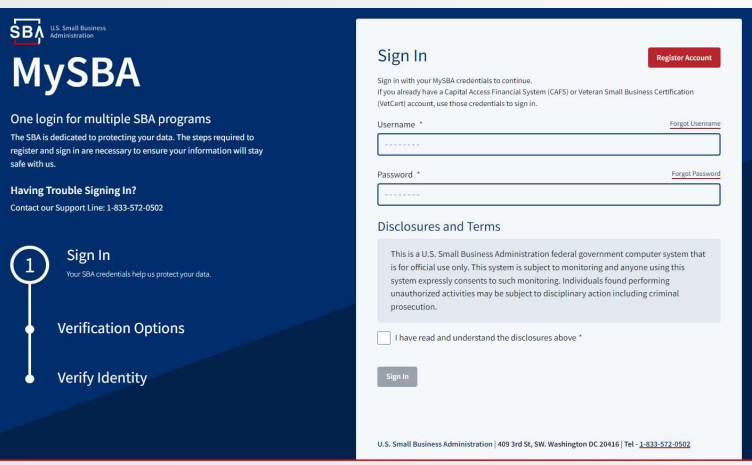
- ✓ Date of Birth
- ✓ Social Security Number
- ✓ Do you have an open SBA loan?

References: <https://veterans.certify.sba.gov/>



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VetCert Portal – Sign In




The screenshot shows the 'Sign In' page on MySBA. It includes a navigation sidebar with steps: 1. Sign In, 2. Verification Options, 3. Verify Identity. The main content area has a 'Sign In' heading, a sign-in note, and form fields for Username and Password. There is also a 'Disclosures and Terms' section with a checkbox and a 'Sign In' button.

Frequently Asked Questions and other assistance:

Our [SBA Veteran Small Business Certification fact sheet](#) will help you prepare your application and gather the correct documents

For more details about the transfer and SBA’s Veteran Small Business Certification

- See our [Frequently Asked Questions](#)
- Email vetcert@sba.gov
- Call the dedicated toll-free call center at 800-862-8088, Monday – Friday, 8:00 am – 6:00 pm ET (excludes federal holidays).



VetCert Portal - Home

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SBA U.S. Small Business Administration

Home Certifications Messages username

Jody King

It's important that SBA representatives can reach you. Please ensure your profile information is up to date. [Edit Profile](#)

Phone Number

Email

Tax ID Number

Address

[Apply for Certification](#)

Messages

Send a Message View All Messages

- Application Withdrawal
Sep 10, 2023, 11:04 PM EDT
Related To: Withdrawal Notification [Open](#)
- Welcome to the SBA Veteran Small Business Certification Program
Jan 10, 2023, 10:57 PM EST
Related To: Welcome Message [Open](#)

Pending Requests

View All Pending

- Veteran Owned Small Business Certification
In Progress

Application Number	Business Name	Action
VSBC- XXXXXXXX		▼

Application Not Shown?
Ask the primary contact on the application to provide you with an invitation code.


Invitation Code

[Accept Invitation](#)

Certifications & Designations

No current certifications

Copyright © 2022 VSBC. All rights reserved. 2239.0 answerdesk@sba.gov 1-800-862-8088



VetCert Portal - Application

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Veteran Certification

In Progress

VSBC-52457418088

[Manage...](#)

Process & Disclosures

- About Your Application
- Pre-Assessment
- Business Eligibility
- Veteran Eligibility
- Business Owners
- About Your Business
- Business Documents
- Summary

Process & Disclosures

Welcome to the SBA Veteran Small Business Certification Program application. Before you begin, take a moment to review the application guide to ensure you have all the required information at hand.

In this application you will:

- Link and verify the accuracy of your information in SAM.gov
- Verify your business is majority owned and controlled by Veterans
- Verify your business is small using SBA's size standards
- Provide SBA information about your business ownership, operations, and required documents
- Digitally sign and track application for certification while it is reviewed

Your application for certification will save automatically as you progress. You may revisit this application at any point prior to final submission to make changes or updates to your application.

Statements Required By Laws And Executive Orders

To comply with legislation passed by the Congress as well as Executive Orders issued by the President, Federal executive agencies such as the Small Business Administration (SBA) must notify you of certain information.

You can find the regulations and policies implementing these laws and Executive Orders in Title 13, Code of Federal Regulations.

I have read and understand the disclosures above *

required field

[Save and Continue](#)

Application Guide

Our team is ready to assist you.

- [Send a Message](#)
- Make sure your business is up to date on [SAM.gov](#)
- Your VSBC application number is in the top left corner to reference.

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VetCert Portal - Application

Veteran Certification
In Progress
VSBC:

- Manage...
- Process & Disclosures
- About Your Application**
- Pre-Assessment
- Business Eligibility
- Veteran Eligibility
- Business Owners
- About Your Business
- Business Documents
- Summary

About Your Application

Please confirm your role: *

- Veteran Owner of Business**
I am an owner of the business and a Veteran.
- I am an owner of the business, but not a Veteran.**
I am an owner of the business, but not a Veteran.
- Employee of the Business**
I am an employee of the business and am not an owner.
- Consultant or Contractor**
I am a consultant or contractor the business owner has paid to assist with the application.
- Permanent Caregiver**
I am the permanent caregiver legally appointed to care for a Veteran with a permanent and total service-connected disability.
- Surviving Spouse of a Veteran**
I am the surviving spouse of the previous service-disabled veteran owner. I have acquired my spouse's ownership in the business and have not remarried.
- Authorized Representative**
I am an authorized representative that is not paid, such as a family member or personal friend.

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VetCert Portal - Application

Veteran Certification
In Progress
VSBC:

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Pre-Assessment

Is at least 51% of the business directly owned and controlled by Veteran(s)? * Ⓞ

- Yes
- No

Does the applicant business have an active and publicly viewable registration in [SAM.gov](#) (the System for Award Management)? * Ⓞ

- Yes, my SAM.gov registration is active and publicly viewable.
- No, my business is not registered in SAM.gov, or my registration is inactive and not publicly viewable.


What best describes why you would like to certify your business? * Ⓞ

This information is optional and does not impact your application. You can select more than one:

- To compete for Federal contracts set-aside for SDVOSB/VOBS.
- To compete for State contracts set-aside for SDVOSB/VOBS.
- To obtain surplus personal property no longer required by the Federal Government (Federal Surplus Personal Property Donation Program).
- To demonstrate to the public and business community that we are officially certified as a Veteran-Owned Small Business. At this time, I do not intend to pursue Federal or State contracts in the next three years.
- Others
- I do not wish to disclose this information.

At least one must be selected

Previous Step Save **Save and Continue**



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VetCert Portal - Application

Veteran Certification

In Progress
VSBC-52457418088

- Manage...
- Process & Disclosures
- About Your Application
- Pre-Assessment
- Business Eligibility**
- Veteran Eligibility
- Business Owners
- About Your Business
- Business Documents
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Business Eligibility

You will need to confirm your business information. Before continuing, please confirm that your [SAM.gov](#) account is current and active and that you have the following information:

- [SAM.gov](#) Unique Entity Identifier (UEI)
- Tax Identification Number (TIN)
- Bank account number as provided in your [SAM.gov](#) profile

Search SAM.gov

SAM.gov Results
No Results

[Search For Your Business](#)

[Previous Step](#) [Save](#) [Save and Continue](#)

Search SAM.gov

Search for your business on SAM.gov with a UEI number or Tax ID

Please provide a SAM UEI number or your business Tax ID.

Search By *

SAM UEI


SAM UEI *

Please provide the bank account number listed on your SAM.gov profile.

Bank Account Number *

SBA will not store this information. Your bank account number is encrypted and will not be used for anything but identity confirmation.

[Cancel](#) [Search For Business](#)



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VetCert Portal - Application

Veteran Certification

KING JODY L
In Progress
VSBC-

- Manage...
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- Veteran Eligibility**
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Veteran Eligibility

Please add all Veteran owners for your business. Veteran's eligibility and status will be independently validated with the Department of Veterans Affairs during the certification review process. The next section will allow you to add non-veteran owners to your certification application.

Name	Ownership Percentage	Service Disabled Veteran	Action
No Veteran Owners Listed			
Add Veteran Owner			


0.00% Veteran Ownership Reported

To qualify for VOSB certification, your business must be owned at least 51% by one or more veterans. SBA will obtain validation of veteran status from the Department of Veterans Affairs.

0.00% Service-Disabled Veteran Ownership Reported

To qualify for SDVOSB certification, your business must be owned at least 51% by one or more veterans with service-disabled status. SBA will obtain validation of service-connected disability status from the Department of Veterans Affairs.

[Previous Step](#) [Save](#) [Save and Continue](#)



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VetCert Portal - Application

Add Veteran Owner

Veteran Details


First Name* Middle Name Last Name* Suffix

Tax ID Type* Social Security Number (SSN)* Ownership Percentage*

Date of Birth*

Does this Veteran have a service-connected disability?* Yes No

[Cancel](#) ➔ [Save and Add Another Owner](#) [Save and Close](#)



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VetCert Portal - Application

Veteran Certification

In Progress
VSBC-14821864507

- Manage...
- Application Status ✓
- Process & Disclosures ✓
- About Your Request ✓
- Pre-Assessment ✓
- Business Eligibility ✓
- Veteran Eligibility ✓
- Business Owners ✓**
- About Your Business ✓
- Business Documents ✓
- Summary ✓

Business Owners

Please add additional information for the previously added Veteran owners and add all remaining owners. You can continue once you enter 100% ownership.

Name	Ownership Percentage	Email	Action
ulp sandbox user&zq=x%3c%61%60%27%22%24%7b%5c	66.00%	pkhurana+ulpsandboxuser1@thesummitgrp.com	View

66.00% Ownership Listed
100% of owners and their details must be added before moving forward.

66.00% Veteran Ownership
To qualify for veteran certification your business must have at least 51% veteran ownership.



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VetCert Portal - Application

Completing the Owner(s) Questionnaire

Each owner listed will be required to complete a questionnaire and sign the document via DocuSign.

- ❖ Each owner will be sent an email with a link to sign into either the VetCert portal or if the owner has an open/current loan they will sign in via MySBA Loan Portal website (<https://lending.sba.gov>)
- ❖ For the majority owner(s), the questionnaire will require:
 - ✓ Job Title & description of work experience and history
 - ✓ Description of day to day business roles and duties of the company
 - ✓ Determine if there is a conflict of interest with outside employment or other full time employment
- ❖ Each owner will be required to upload a personal resume
- ❖ Once all owners have signed the questionnaire, the application will automatically be submitted for evaluation.



Where Government Contracting Starts

VetCert Portal - Application

Veteran Certification

In Progress

VSBC-14821864507

Manage... ▾

- Application Status ✓
- Process & Disclosures ✓
- About Your Request ✓
- Pre-Assessment ✓
- Business Eligibility ✓
- Veteran Eligibility ✓
- Business Owners ✓
- About Your Business ✓
- Business Documents ✓
- Summary ✓

About Your Business

General Information

What is your legal structure? *

Legal Structure Types

required

Is your business currently certified by SBA? * ⓘ

SBA offers reciprocal certification for businesses currently participating in the SBA Woman-Owned Small Business (WOSB) Federal Contract Program or the SBA 8(a) Business Development Program.

Yes

No

Business Management and Control

Which of the Veterans listed below has control of the business? *

This is the ultimate managerial and supervisory authority in the company.

What is veteran's formal job title? *


For example, it might be President, Chief Executive Officer, Managing Member, Managing Partner, or some other position listed in your business's legal governance documents.

required

Is the Veteran Owner in Control the highest compensated person in the business? * ⓘ

Yes

No



Where Government Contracting Starts

VetCert Portal - Application

Veteran Certification

In Progress

VSBC-14821864507

Manage...
▼

- Application Status
✔
- Process & Disclosures
✔
- About Your Request
✔
- Pre-Assessment
✔
- Business Eligibility
✔
- Veteran Eligibility
✔
- Business Owners
✔
- About Your Business
✔
- Business Documents
✔
- Summary
✔

Business Documents

✔
No Documents required at this time

Based on your responses in this application you are not required to provide any additional documents to continue your application for certification. You may provide optional documents to confirm any of your responses.

Helpful Upload Instructions

Name files: Contextually & DO NOT ENCRYPT

Max File Size: 35 MB


File Formats: pdf, xls, xlsx, csv, doc, docx, jpg, jpeg, png

Documents For

	Required	Uploaded	Unable to Upload	
Optional Documents	0	0	0	^

Document Type	Document Description	Document Name	Status	Actions
No data available				

All Documents Requests For Individual Owners Will Be Sent Out To Their Email Address



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VetCert Portal - Application

Veteran Certification

In Progress

VSBC-14821864507

Manage...
▼

- Application Status
✔
- Process & Disclosures
✔
- About Your Request
✔
- Pre-Assessment
✔
- Business Eligibility
✔
- Veteran Eligibility
✔
- Business Owners
✔
- About Your Business
✔
- Business Documents
✔
- Summary
✔

Certification Summary

Application ID	VSBC-14821864507
Applying For	New Service Disabled Veteran Certification
Business Name	----
Entity Type	---
Veteran Ownership	66.00%
Service-Disabled Veteran-Owned Business	Yes

Certain owners and representatives may be required to complete an additional questionnaire.



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VetCert Portal – Approval Process

Application is submitted – what’s next?

- ❖ Most applicants receive determination within 4 to 6 weeks.
- ❖ SBA analyst will conduct a full review of the responses and uploaded documentation.
 - After initial review, the applicant may receive an email with requests for additional documentation or clarification. It is important to watch your email for communication from the VetCert team! Be sure to respond within the required timeline. Non-response may result with your application be withdrawn by SBA.
- ❖ A formal letter is issued once a decision is rendered.



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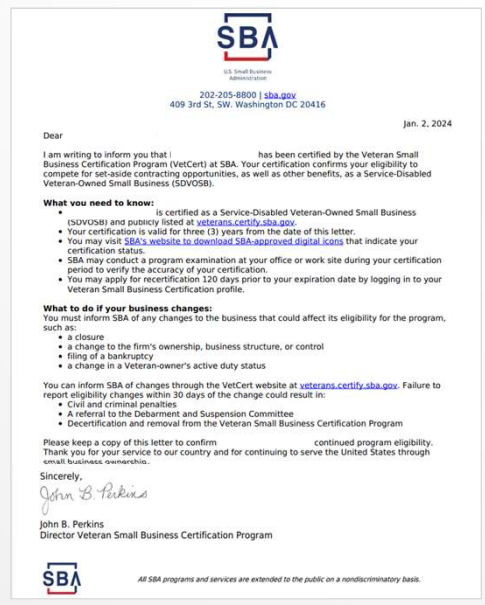
Maintaining Certification


After receiving notification of certification

- ❖ Check your DSBS profile to see if your SDVOSB or VOSB certification date is listed and “yes” box is checked

Veteran-Owned Small Business - SBA Certified:	
VOSB Certified?:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
VOSB Joint Venture?:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
VOSB Certification Date:	
VOSB Certification Expiration Date:	
Service-Disabled Veteran-Owned Small Business - SBA Certified:	
SDVOSB Certified?:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
SDVOSB Joint Venture?:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
SDVOSB Certification Date:	01/02/2024
SDVOSB Certification Expiration Date:	01/02/2027

- ❖ Compliance “reporting” is once a year – recertification in three years
- ❖ Start marketing your certification! Add the logo and certification information to your website and other marketing materials






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Veteran Certification for a JV

- ❖ The JV must have an active SAM registration & the JV box must be selected
- ❖ The majority owner must have already received SBA certification.
- ❖ Company A & B combined must both be a small business under the JV's primary NAICS code. If one of the JV partners is other than small, the JV must be created under a Mentor-Protégé program that allows JV creation and removes affiliation.
- ❖ The majority owner does have to log into the VetCert website and on their dashboard (must already have certification), under the Actions link, the click on "Requests" and then "Report JV". There is an abbreviated application that has to be completed.
- ❖ Verify that the SDVOSB JV box has been checked under the majority owner's DSBS profile. Also check the JV DSBS profile for certification status.

Socio-Economic Categories:
 Select any socio-economic categories which reflect the current status of your entity. If applicable, your small business status will automatically be derived from the receipts, number of employees, assets, or megawatt hours, and NAICS codes entered in the Assertions portion of the registration and displayed in the Representations and Certifications portion of this registration.

Small Business Joint Venture
 Veteran-Owned Business
 Service-Disabled Veteran-Owned Business
 Service-Disabled Veteran-Owned Business Joint Venture





DSBS

Veteran-Owned Small Business - SBA Certified:

VOSB Certified?: [] Yes [X] No
 VOSB Joint Venture?: [] Yes [X] No
 VOSB Certification Date:
 VOSB Certification Expiration Date:

Service-Disabled Veteran-Owned Small Business - SBA Certified:

SDVOSB Certified?: [X] Yes [] No
 SDVOSB Joint Venture?: [] Yes [X] No
 SDVOSB Certification Date: 08/12/2022
 SDVOSB Certification Expiration Date: 08/12/2026




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Is this a good fit at this time?

However, is this program right for your business at this time?

- ❖ After January 1, 2024, certification is required to be eligible for SDVOSB or VA VOSB set-aside and sole-source solicitations.
- ❖ Certification considerations:
 - Unlike the 8(a) Program, you do not need to be in business a minimum length of time.
 - Compliance "reporting" is once a year – recertification in three years
 - Certification doesn't have a time limit as long as program eligible
 - VOSB Certification allows for sole-source opportunities for VA contracts
- ❖ Agency small business goals for SDVOSB





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Other Veteran Benefits

Don't forget to look into other Veteran business benefits

❖ SBA offers support for veterans as they enter the world of business ownership. Look for funding programs, training, and federal contracting opportunities.

- Training Programs:
 - Veterans and Active Service
 - Women Veterans
 - Service-disabled veterans
 - Military families

❖ SBA offers support for veterans as they enter the world of business ownership. Look for funding programs, training, and federal contracting opportunities.

❖ Surplus Personal Property for Veteran owned small businesses through GSA Federal Surplus Personal Property Donation Program



[Office of Veterans Business Development](#)

409 3rd St. SW, Suite 5700
Washington, DC 20416

Phone: [202-205-6773](tel:202-205-6773)

References: 1. <https://www.sba.gov/business-guide/grow-your-business/veteran-owned-businesses>
2. <https://www.sba.gov/federal-contracting/contracting-assistance-programs/veteran-contracting-assistance-programs>



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The SBA works to ignite change and
spark action
so small businesses can confidently



START • GROW • EXPAND • RECOVER






search here 

Where Government Contracting Starts

Program Introduction

HOME
GETTING STARTED
EVENTS & TRAINING
TOOLS
NEWS
ABOUT



Answers to Common Questions

Our FAQ area has info on UEI, SAM, GSA, and other government contracting topics.

see our extensive FAQ >

Now Alaska APEX Accelerator!

- Formerly Procurement Technical Assistance Center (PTAC)
- Free assistance with all aspects of government contracting, from cradle to grave (start to finish) for federal, state and local purchasing activity
- Free one-on-one appointments
- Free workshops (Special events and extended training session may have registration fees)
- The Alaska APEX is one of 94+ other PTACs across the US, Puerto Rico, & Guam


<https://apexalaska.org/>
<https://www.aptac-us.org/>
<https://www.apexaccelerators.us/#/>

Are you new to government contracting?

Government contracting is a more complex, involved business process than what is usually found in the private sector.


ARE YOU READY
for government contracting? >

THE 10-STEP APPROACH
to government contracting >



UAA Business Enterprise Institute
UNIVERSITY of ALASKA ANCHORAGE

The Alaska PTAC is a program of the UAA Business Enterprise Institute and funded in part through a cooperative agreement with the Department of Defense Office of Small Business Programs



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Questions?

Alaska APEX Accelerator Staff Contact Information

Anchorage: Phone: 907-786-7258




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