



The Women-Owned Small Business Federal Contract Program

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A Brief History of the WOSB Program

- ★ In 2000, Public Law 106-554 established a women's procurement program to assist the government in meeting its 5% women-owned small business (WOSB) contracting goal.
- ★ In 2007, first proposed WOSB program which included WOSBs in only 4 industry categories and required agencies to find past discrimination toward women-owned businesses.
- ★ March 2010, the SBA released a second revised proposed program expanding the eligible NAICS codes to 83 industries.
- ★ October 2010, the SBA released the final program, *which began implementation on February 4th, 2011.*



How the WOSB Program Works

The **WOSB Federal Contract Program** allows contracting officers to restrict competition to WOSBs if:

1. The anticipated award price of the contract does not exceed **\$6.5 million** in the case of manufacturing contracts and **\$4 million** in the case of all other contracts.
2. The contracting officer believes the contract can be awarded at a fair and reasonable price.



How the WOSB Program Works

3. The contracting officer has a reasonable expectation that two or more WOSBs will submit offers on a contract.
4. The WOSB fits into 83 qualifying Industry Groups, representing over 300 six-digit industry NAICS Code categories.

Note: Contracts can be set-aside for WOSBs, but cannot be sole sourced.



How the WOSB Program Works

The 83 qualifying categories are based on four digit NAICS codes.
Totals 373 industries if extended to six digit NAICS codes.

- ★ 38 industries are determined “Substantially Underrepresented”
 - If the industry is “substantially underrepresented,” all women-owned small businesses (WOSBs) can participate.

- ★ 45 industries are determined “Underrepresented”
 - If the industry was classified as “underrepresented,” the business must certify as an “economically disadvantaged” women-owned small business. (EDWOSB)



WOSB Program Eligibility

- ★ Must be a small business; SBA size standards apply.
- ★ Must be a women-owned and controlled firm: 51% or more owned by one or more women
 - Ownership must be direct
 - Woman must manage the day-to-day operations
 - Woman must make long term decisions
- ★ Must certify as WOSB or EDWOSB.



WOSB Program Eligibility

To qualify as EDWOSB, the owner must meet certain thresholds:

- ★ Personal net worth (less than \$750,000)
 - ★ Excludes: business ownership, primary residence, and retirement
- ★ 3 Year Average Adjusted Gross Yearly Income (not to exceed \$350,000)
- ★ Fair market value of all of her assets (not to exceed \$6 million)
 - ★ Excludes retirement



WOSB Certification

- ★ Woman-owned businesses may either self-certify or certify through third parties approved by SBA. SBA will accept your 8(a) if you are a WOSB.
- ★ If a WOSB chooses to obtain third-party certification, they must obtain certification from SBA-approved third-party certifiers. At this time, SBA has not approved any third party certifiers.
- ★ Steps for self-certification are posted on www.sba.gov/wosb. Third-party certifiers will also be listed here when they are approved.



WOSB Self-Certification

The SBA's 5 Steps to participate in the WOSB program:

- ★ Read the WOSB Federal Contract program regulations in the [Federal Register](#) and the WOSB [Compliance Guide](#).
- ★ Register in [Central Contractor Registration](#) (CCR) as WOSB or EDWOSB.
- ★ Register and Log onto SBA's [General Login System](#) (GLS).
- ★ Go to the WOSB program repository (through GLS) and upload categorize all required documents.
- ★ Represent your status in [Online Representations and Certifications Application](#) (ORCA).

Source: www.sba.gov/wosb



WOSB Self-Certification

The WOSB Program Repository

- ★ Document Repository Maintained by SBA
- ★ Houses WOSB/EDWOSB Supporting Documentation and Third Party Certifications
- ★ A Secure, Web-Based Environment
- ★ Accessible to WOSBs, EDWOSBs, the SBA and the Contracting Officer Community
- ★ Allows Contracting Officer to Access Documents Prior to Contract Award



The WOSB Program Repository

Things You Need:

- ★ Proof of US Citizenship
- ★ Articles of Incorporation, Articles of Organization and Amendments
- ★ Operating Agreement, By-Laws, Stock Certificates, Stock Ledger and Voting Agreements
- ★ Partnership Agreement and Amendments
- ★ WOSB Program Certification
- ★ BA Form 413 – Personal Financial Statement (EDWOSBs only)



Specific Contracting Questions

How will a contracting officer know I'm eligible for a WOSB/EDWOSB contract?

The CO will check:

- ★ CCR to ensure you have checked the box for WOSB or EDWOSB
- ★ ORCA to ensure there is a representation the business is WOSB/EDWOSB
- ★ Documents in the repository to make sure they are all present for eligibility verification



How Do I Learn More?

- ★ The SBA's website has a page devoted to updates and resources for the WOSB program at: www.sba.gov/wosb.
- ★ **Give Me 5**, a program created in partnership between WIPP and American Express OPEN, provides business education tools and ongoing webinars for women-owned small businesses in federal contracting. Visit www.GiveMe5.com for more details.
- ★ To hear Angela Dingle's webinar: **Give Me 5 130: How to Self-Certify for the WOSB Federal Contract Program**, [Click here\(Recording\)](#), and [Click Here\(Presentation\)](#)



