

CERTIFICATION 101 VETERAN-FRIENDLY BUSINESS ENTERPRISE PROGRAM

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COLUMBUS
REGIONAL AIRPORT AUTHORITY

 **OHIO DEPARTMENT OF
TRANSPORTATION**
DIVISION OF OPPORTUNITY, DIVERSITY, AND INCLUSION



Veteran-Friendly Business Enterprise

According to the Department of Veterans Affairs, veterans are 45% more likely than their civilian counterparts to become successful entrepreneurs.



Veteran-Friendly Business Enterprise

The State of Ohio's **Veteran-Friendly Business Enterprise (VBE)** Procurement program provides preference or bonus points to certified companies that compete to contract with the state to supply the goods or services it needs, including eligible construction services.



Veteran-Friendly Business Enterprise

VBE Authorities

Applicable laws, rules and regulations

ORC 9.318

- Authorizing Statute

OAC 123:5-1-01

- Definitions

OAC 123:5-1-161

- Certification/Reporting requirements
- Maintain a list of certified EDGE business enterprises



Veteran-Friendly Business Enterprise

Program Eligibility

To be eligible for certification, the applicant business must satisfy one of the following criteria:

- At least ten percent of its employees are veterans or on active service
- At least fifty-one percent of the applicant business is owned by veterans or persons on active service
- If the applicant business is a corporation fifty-one percent of which is not owned by veterans or persons on active service, at least fifty-one percent of the board of directors are veterans or persons on active service
- The business is certified by the United States Department of Veterans Affairs as a Service-Disabled Veteran-Owned Small Business or a Veteran-Owned Small Business and the owner(s) of the business meets the definition of veteran as defined in Rule 123:5-1-01(II) of the Ohio Administrative Code



Veteran-Friendly Business Enterprise

Certification Process

One Certification Option

1. Standard
 - Average 3 days

Four ways to obtain certification

1. At least fifty one percent of the business is owned by veterans or persons on active service
2. At least ten percent of the employees of the business are veterans or on active service
3. If the business is a corporation and is not owned by veterans or persons on active service, at least fifty one percent of the board of directors are veterans or people on active service
4. Certified by the U.S. Dept. of Veterans Affairs as a Service-Disabled Veteran-Owned Small Business or a Veteran-Owned Small Business and the owner(s) of the business meets the definition of veteran (OAC 123-5-1-01 (II))



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Standard Certification Process

- Applicant completes and submits an application via the equal opportunity Division website
- Applicant submits required documentation (checklist provide at the time of application submission)
- EOD reviews the application and documentation for completeness
- EOD begins the audit process to determine the following:
 - Authenticity of ascertains made in the application
 - Proper documents submitted
- EOD analyzes all submitted documentation and makes a determination as to approve or disapprove the application



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Required Documentation

If reason for certification is **“At least fifty one percent of the business is owned by veterans or persons on active service”**

Required document is as follows:

Business Structure = **Sole Proprietorship** one of the following for the owner:

- U.S. Dept. of Defense - Form 214 (DD-214) or
- U.S. Dept. of Defense - Form- (DD-215) or
- U.S. Dept. of Defense - Form - Form (DD-2)
- U.S. Dept. Veterans Affairs - ID Card
- U.S. Dept. of Defense - Form - Military Identification
- Ohio Driver's License with Armed Forces Logo
- National Guard Bureau Form 22 (NGB-22)
- Other Official Documentation Verifying Status



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Required Documentation

If reason for certification is **“At least fifty one percent of the business is owned by veterans or persons on active service”**

Required document is as follows:

Business Structure = Corporation one of the following for the owner:

- U.S. Dept. of Defense - Form 214 (DD-214);
- U.S. Dept. of Defense - Form- (DD-215);
- U.S. Dept. of Defense - Form - Form (DD-2);
- U.S. Dept. Veterans Affairs - ID Card;
- U.S. Dept. of Defense - Form - Military Identification;
- Ohio Driver's License with Armed Forces Logo; or
- National Guard Bureau Form 22 (NGB-22);
- Other Official Documentation Verifying Status; and
- Stock certificates and Journal.



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Required Documentation

If reason for certification is **“At least fifty one percent of the business is owned by veterans or persons on active service”**

Required document is as follows:

Business Structure = **Limited Liability Company** one of the following for the owner:

- U.S. Dept. of Defense - Form 214 (DD-214);
- U.S. Dept. of Defense - Form- (DD-215);
- U.S. Dept. of Defense - Form - Form (DD-2);
- U.S. Dept. Veterans Affairs - ID Card;
- U.S. Dept. of Defense - Form - Military Identification;
- Ohio Driver's License with Armed Forces Logo; or
- National Guard Bureau Form 22 (NGB-22);
- Other Official Documentation Verifying Status; and
- Unit certificates and Journal.



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Required Documentation

If reason for certification is **“At least fifty one percent of the business is owned by veterans or persons on active service”**

Required document is as follows:

Business Structure = **Partnership** one of the following for the owner:

- U.S. Dept. of Defense - Form 214 (DD-214);
- U.S. Dept. of Defense - Form- (DD-215);
- U.S. Dept. of Defense - Form - Form (DD-2);
- U.S. Dept. Veterans Affairs - ID Card;
- U.S. Dept. of Defense - Form - Military Identification;
- Ohio Driver's License with Armed Forces Logo; or
- National Guard Bureau Form 22 (NGB-22);
- Other Official Documentation Verifying Status; and
- Partnership Agreement.



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Required Documentation

If reason for certification is **“At least ten percent of the employees of the business are veterans or on active service”**

Required document is as follows:

One of the following for each employee representing the ten percent:

- U.S. Dept. of Defense - Form 214 (DD-214);
- U.S. Dept. of Defense - Form- (DD-215);
- U.S. Dept. of Defense - Form - Form (DD-2);
- U.S. Dept. Veterans Affairs - ID Card;
- U.S. Dept. of Defense - Form - Military Identification;
- Ohio Driver’s License with Armed Forces Logo;
- National Guard Bureau Form 22 (NGB-22); or
- Other Official Documentation Verifying Status.



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Required Documentation

If reason for certification is **“If the business is a corporation and is not owned by veterans or persons on active service, at least fifty one percent of the board of directors are veterans or people on active service ”**

Required document is as follows:

One of the following for each board member representing fifty-one percent:

- U.S. Dept. of Defense - Form 214 (DD-214);
- U.S. Dept. of Defense - Form- (DD-215);
- U.S. Dept. of Defense - Form - Form (DD-2);
- U.S. Dept. Veterans Affairs - ID Card;
- U.S. Dept. of Defense - Form - Military Identification;
- Ohio Driver's License with Armed Forces Logo;
- National Guard Bureau Form 22 (NGB-22); or
- Other Official Documentation Verifying Status.



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Required Documentation

If reason for certification is “**Certified by the U.S. Dept. of Veterans Affairs as a Service-Disabled Veteran-Owned Small Business or a Veteran-Owned Small Business and the owner(s) of the business meets the definition of veteran (OAC 123-5-1-01 (II))**”

Required document is as follows:

One of the following for the fifty-one percent owner:

- U.S. Dept. of Defense - Form 214 (DD-214);
- U.S. Dept. of Defense - Form- (DD-215);
- U.S. Dept. of Defense - Form - Form (DD-2);
- U.S. Dept. Veterans Affairs - ID Card;
- U.S. Dept. of Defense - Form - Military Identification;
- Ohio Driver’s License with Armed Forces Logo;
- National Guard Bureau Form 22 (NGB-22); or
- Other Official Documentation Verifying Status. And
- Certificate of SDVOSB or VOSB



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Standard Certification Process

Complete a Unified Application through the Equal Opportunity Division's website.

State Equal Employment Opportunity Coordinator makes certification determination

- *Average certification time is 1-3 days.*

Submit required documentation.



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Program Benefits

The VBE program applies to all state agencies' purchases made by bid or proposal under chapter 125 of the Ohio Revised Code (R.C.). The program allows for:

- Prices on bids submitted by veteran-friendly businesses to exceed those prices on bids submitted by businesses not certified as veteran-friendly by up to five percent and still be eligible for winning the award
- Scores on proposals submitted by veteran-friendly businesses to be up to five percent lower than the proposal scores submitted by businesses not certified as veteran-friendly and still be eligible for winning the award

Agency Used Location Listing

- Company entered onto the EOD Listing



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Program Benefits (cont.)

Management & Technical Assistance*

- Free Accounting Assistance
- Free Business Management Counseling
- Free Contract Procurement Assistance
- Free Estimating/Bidding Assistance
- Free Identifying Local Resources
- Free Loan Packaging Assistance
- Free Marketing Plan Development
- Free Referrals to Financial Assistance Programs

* Administered by the Developmental Services Agency



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Program Graduation and Participation Time Limits

Graduation

- None

Participation Time Limits

- None



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Resources for Veteran Business Owners

Veteran's Business Outreach Centers (VBOC)

- One-stop-shop for transitioning service members, veterans and military spouses looking to start, purchase, or grow a business
- VBOC's provide business development assistance such as training, counseling and mentoring, and resource referrals



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Resources for Veteran Business Owners

Boots to Business

- Boots to Business is an entrepreneurial education and training program offered by the U.S. Small Business Administration (SBA) as part of the Department of Defense's Transition Assistance Program (TAP).
- Boots to Business is an entrepreneurial training program designed for Veterans and their dependents that have already made the transition back to civilian life. The curriculum continuum includes steps for evaluating business concepts, the foundational knowledge required to develop a business plan and information on SBA resources available to help access start-up capital and additional technical assistance. Veterans of all eras, Service members (including National Guard and Reserve) and their spouses are eligible to enroll in classes.



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Resources for Veteran Business Owners

Veteran Entrepreneur Portal (VEP)

- Designed to save you time with direct access to the resources necessary to guide every step of entrepreneurship. VEP makes it easier for small businesses to access federal services, regardless of its source—and quickly connects Veteran entrepreneurs to relevant ‘best-practices’ and information



Veteran-Friendly Business Enterprise

Program Contact information

Business Certification and Compliance Unit

4200 Surface Road

Columbus, OH 43228

Phone: 614-466-8380

Email: das-eod.bccu@das.ohio.gov

Website Addresses:

EOD Main Site - www.das.ohio.gov/eod;

MBE Program Information - www.mbe.ohio.gov;

EDGE Program Information - www.edge.ohio.gov

VBE Program Information - www.das.ohio.gov/vbe