



# Are you WOSB **READY?**

## Preparing to Apply

Becoming certified for the WOSB Federal Contracting Program means your business is eligible to compete for set-aside and sole-source federal contracts within eligible industries. The first place to start is by:

- Confirming you meet basic WOSB requirements:
  - Be a small business
  - Be 51 percent owned and controlled by women who are U.S. citizens
  - Have women manage day-to-day operations and make long-term decisions
- Checking to see if your business works in eligible [NAICS codes\\*](https://www.sba.gov/document/support-qualifying-naics-women-owned-small-business-federal-contracting-program) (a code that best depicts your primary business activity).

If you've determined that you are eligible, that is just the first step! It's important to ensure that your business not only meets the basic criteria but is also ready to effectively compete for federal procurements before you apply to be certified as a WOSB.

\*<https://www.sba.gov/document/support-qualifying-naics-women-owned-small-business-federal-contracting-program>

## Program Benefits

The Small Business Administration's (SBA) mission to power the American dream includes helping small businesses gain greater access to federal contracting opportunities. The Women-Owned Small Business (WOSB) Federal Contracting Program plays an important role in helping to drive federal procurement dollars to Women-Owned Small Businesses (WOSBs) and Economically Disadvantaged Women-Owned Small Businesses (EDWOSBs) in underrepresented communities, delivering results for business owners and changing lives for the better.



U.S. Small Business  
Administration

# Here Are Some Ways You Can Become WOSB Ready!

- Assess your business and consider if you have the required experience to compete. One way of doing this is by looking into past contracts to see what has been awarded to businesses like yours.
  - The [Federal Procurement Data System](#)\*\* shows which agencies have contracts, what agencies are buying, and which businesses are being awarded contracts.
- Start out by bidding with experienced businesses as a subcontractor to help you build your past performance and gain valuable insights into working with the federal government.
- Determine which federal agencies buy your product/service and get to know them.
  - Review [Agency Recurring Procurement Forecasts](#)\*\*\* to find out if there are agencies that are buying what you sell.
- Identify the contracting procedures of those agencies and the personnel who make buying decisions.
- Find out if your target agencies require you to register in their database in order to do business with them.
- Research a federal agency's budget and spending history, study their website, and read the agency's strategic plan to identify opportunities.
  - Visit [USASpending.gov](#) to learn about federal spending data.
- Attend public advisory committee meetings to better understand agency priorities.
- Focus on opportunities in your niche and prioritize.
- Develop a marketing plan and/or strategy to proactively self-market your products or services in order to succeed in the program.
- Make contacts—attend small business events and network your business to gain exposure to key agencies.
  - Upcoming small business events can be searched for on [beta.SAM.gov](#)

\*\*[https://www.fpds.gov/fpdsng\\_cms/index.php/en/](https://www.fpds.gov/fpdsng_cms/index.php/en/)

\*\*\*<https://www.acquisition.gov/procurement-forecasts>

## Connect with Resource Partners



Procurement Technical Assistance Centers (PTACs) provide technical assistance to businesses that want to do business with the federal government.



Small Business Development Centers provide counseling and training to help small business owners start, grow, and expand their business.



Women's Business Centers provide free to low cost counseling and training and focus on women who want to start, grow, and expand their small business.

To find your local SBA Resource Partner or SBA District Office, please visit [SBA.gov/local-assistance](https://www.sba.gov/local-assistance).

Visit [sba.gov/wosbready](https://www.sba.gov/wosbready) for more information about the application process.

