

8(A) BUSINESS DEVELOPMENT PROGRAM ROAD MAP TO THE CERTIFICATION PROCESS

Eligible small businesses get

- ✓ Exclusive access to reserved federal contracting opportunities
- ✓ Training and technical assistance
- ✓ Business development services

The 8(a) BD Program certification process is more streamlined than ever!

If you're eligible, follow this road map for a successful certification application.

STEP 1

Review the application guidance resources.

Visit the [Knowledge Base](#) at certify.sba.gov to access [checklist tools](#), training, and information that provides guidance prior to applying. Specifically, the [Application Tips for Success Guide](#) and [application webinar recording](#) are important resources to digest. These tools will help you ensure you've gathered all necessary documentation and information for the application.

STEP 2

Meet with your local SBA office or a Procurement Technical Assistance Center (PTAC).

Your [local SBA office](#) will connect you with someone who will help you determine if you're ready to apply and prepare. You can also reach out to your local [PTAC office](#) to meet with a counselor for one-on-one assistance with the application process.

STEP 3

Apply for 8(a) BD Program certification.

Once you've identified your primary [NAICS code\(s\)](#) and registered your business in the [System for Award Management \(SAM\)](#), you are ready to [apply for 8\(a\) certification](#)!

Use the [Certify Help Desk](#) to submit technical questions as they relate to your 8(a) application. Please include your company name, DUNS number, or Unique Entity Identifier (UEI) in your inquiry.

STEP 4

Stand by for notifications from SBA.

If your application is determined complete, SBA will notify you through certify.sba.gov. You must log into Certify to view the message and follow any next steps.

Once certified, your profile in [SAM.gov](#) and the [DSBS](#) will show your 8(a) BD Program approval and exit dates. You will be notified in Certify and receive SBA's decision letter and your participation agreement. A local SBA Office will connect with you to schedule program orientation and provide next steps.

For more information about the certification process visit certify.sba.gov.



U.S. Small Business
Administration