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Business Certifications
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Minority Business
Development Division

State of Ohio Business Certifications and Compliance



**Department of
Development**

Veteran-Friendly Business Enterprise (VFBE)

- The state of Ohio's VFBE program establishes procedures for applying a preference to bids or proposals for state contracts.
- The program is an ethnicity- and gender-neutral program that provides price preference or proposal bonus points to certified companies that compete to contract with the state to supply the goods or services it needs, including eligible construction services.



Qualifications for VFBE

- At least 51% of the business is owned by veterans or persons on active service.
- At least 51% of the board of directors are veterans or persons on active service.
- Business is certified by U.S. Department of Veteran Affairs as Service-Disabled Veteran-Owned Small Business or Veteran-Owned Small Business and owner meets the definition of veteran.
- At least 10% of the business employees are veterans or on active service.
- * Only one out of the four must be met.



VFBE Supporting Documents

Acceptable records include the following:

- United States Department of Defense form 214 (DD-214).
- United States Department of Defense form 215 (DD-215).
- United States Uniformed identification card (DD Form 2).
- United States Department of Veterans Affairs identification card.
- United States Department of Defense military identification.
- Ohio driver's license with armed forces logo.
- National Guard Bureau Form 22 (NGB-22); or

Any other official documentation verifying status.



VFBE Supporting Documents

I. “At least fifty one percent of the business is owned by veterans or persons on active service,” the following documents are required:

If the business is a sole proprietorship, then either

- Forms 1040, 1040A, or 1040EZ (federal individual tax return) for the business owner; or
- Schedule “C” for the business owner.

If the business is a corporation:

- Stock Certificates and Stock Ledger or Journal

If the business is a limited liability company:

- Unit Certificates and Unit Journal or Ledger

If the business is a partnership:

- Partnership Agreement



VFBE Supporting Documents Cont.

II. “At least ten percent of the employees of the business are veterans or on active service,” the following documents are required.

Either of the following two documents:

- Last four quarters of the Unemployment Compensation Quarterly Report, or
- List of all active full- and part-time employees listed by name and length of service(hire date and termination date) for the previous 12-month period.

Any of the above-noted acceptable records verifying veteran status for each employee listed as a veteran or persons on active service that makes up ten percent on the applicant business’s workforce.



VFBE Supporting Documents Cont.

III. “If the business is a corporation (a) that is not owned by veterans or persons on active service and (b) does not have a workforce ten percent of which are veterans or on active service, at least fifty one percent of the board of directors are veterans or people on active service” the following documents are required:

Either of the following two documents:

- Most recent meeting minutes that indicate current directors, or
- Director roster

IV. “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.

Any of the above-noted acceptable records verifying veteran status for each owner listed as a veteran or persons on active service.



VFBE certifications produce “Benefits”

Benefits:

- Free Advertisement
- Electronic Bid Notifications
- Procurement Opportunities (Both public & private)
- Recognized both publicly and privately throughout the nation with other states and certifying entities (Reciprocity)
- Access to Capital
- Validation that your company is a legitimate operational business registered in the state of Ohio
- Joint Venture opportunities
- Certification Logos for marketing



VFBE Certification

“Procurement Opportunity”

Invitation to Bid

Prices on bids submitted by certified VFBEs to exceed those prices on bids submitted by businesses not certified as a VFBE by up to five percent and still be eligible for winning the award; and

Request for Proposal

Scores on proposals submitted by veteran-friendly businesses to be up to five percent (of the available points) lower than the proposal scores submitted by businesses not certified as a VBE and still be eligible for winning the award.



Next Steps to VFBE Certification

- Complete a Unified Application through the Ohio Business Gateway and provide supporting documentation as required.
- Upload supporting documents and submit application.
- Allow 24-48 hour for MBDD to receive application internally*
- Once received, a team member will review; and
- A certification email letter will be sent to the listed business email address.

Thank You For Your Service!



Contact

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