Overview of the 8(a) Program in Certify.SBA.gov for Firms
Fall 2017

SBA
U.S. Small Business Administration

The purpose of this PowerPoint is to inform **Firms** how they will submit their 8(a) application starting November 15, 2017 on Certify.SBA.Gov.

certify.SBA.gov

Our Mission

To create a **one-stop shop** for small business to apply for SBA Small Business Programs.

To help SBA build **an effective, efficient, and accountable case management system.**

Before
Certify

Paper Applications & Burdensome Processes

Small businesses downloaded forms, **printed** all required supporting documents, **and mailed** reams of paper to SBA simply to apply to the 8(a) program.
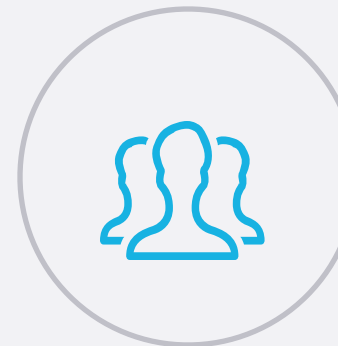
SBA mailed files **between** district **offices** to share information required to manage small business accounts. This adds up to hundreds of thousands of dollars in costs annually.

After
Certify

Re-use Docs

Eliminate redundancy by storing documents in one location and re-using them for future needs.

Online Questionnaires

Firms now have the ability to complete online questionnaires rather than fill out lengthy and sometimes repetitive forms.

Transparency – Status Updates

Firms will be able to check their application dashboard for the most up-to-date information about their applications. This minimizes the need to call or email the SBA for information about where their application is in the process.

Direct Messaging

Firms will be able to respond to SBA requests via an internal messaging system. This ensures your PII is safe and responses are not sent to spam or junk filters.
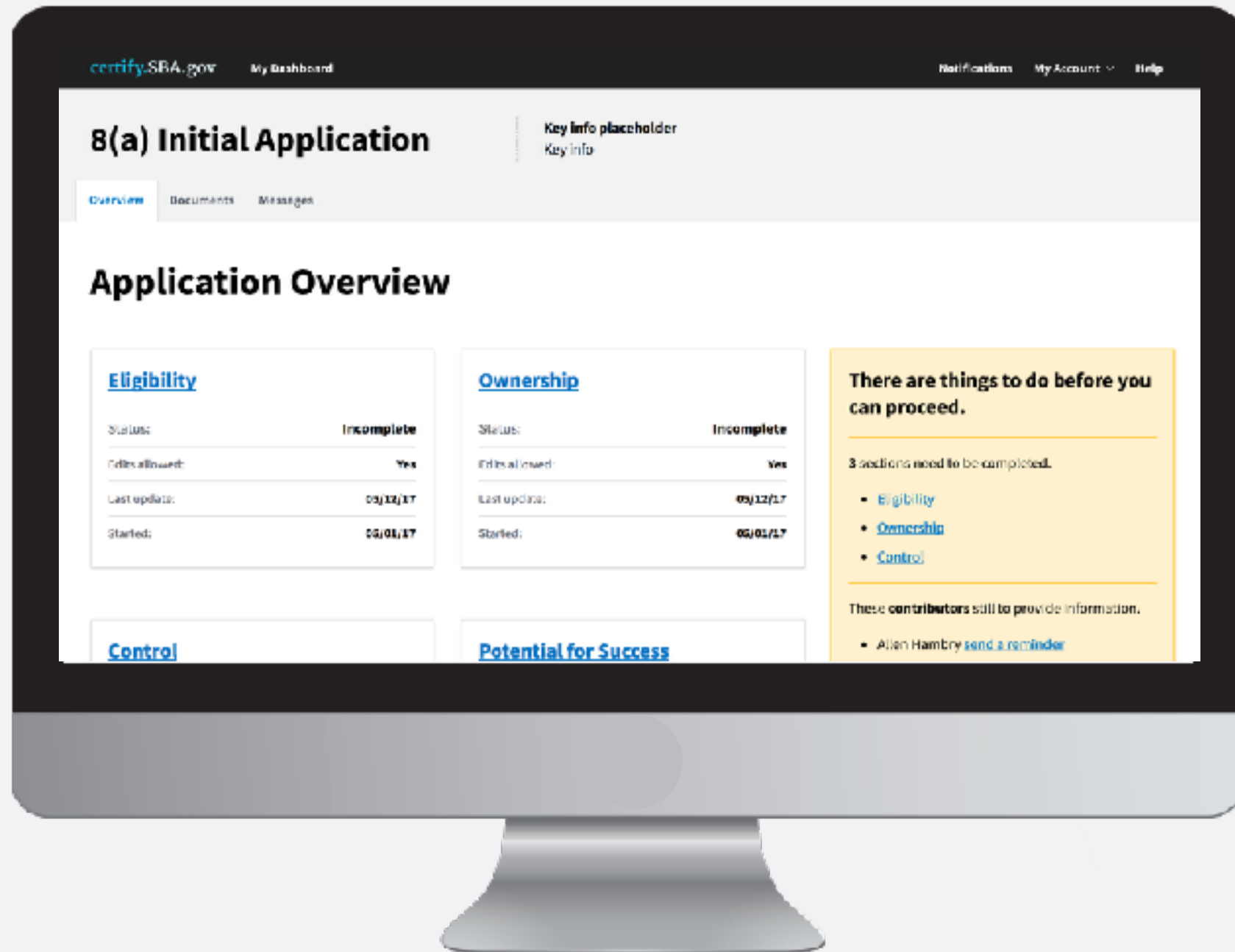
certify.SBA.gov

Firm View of
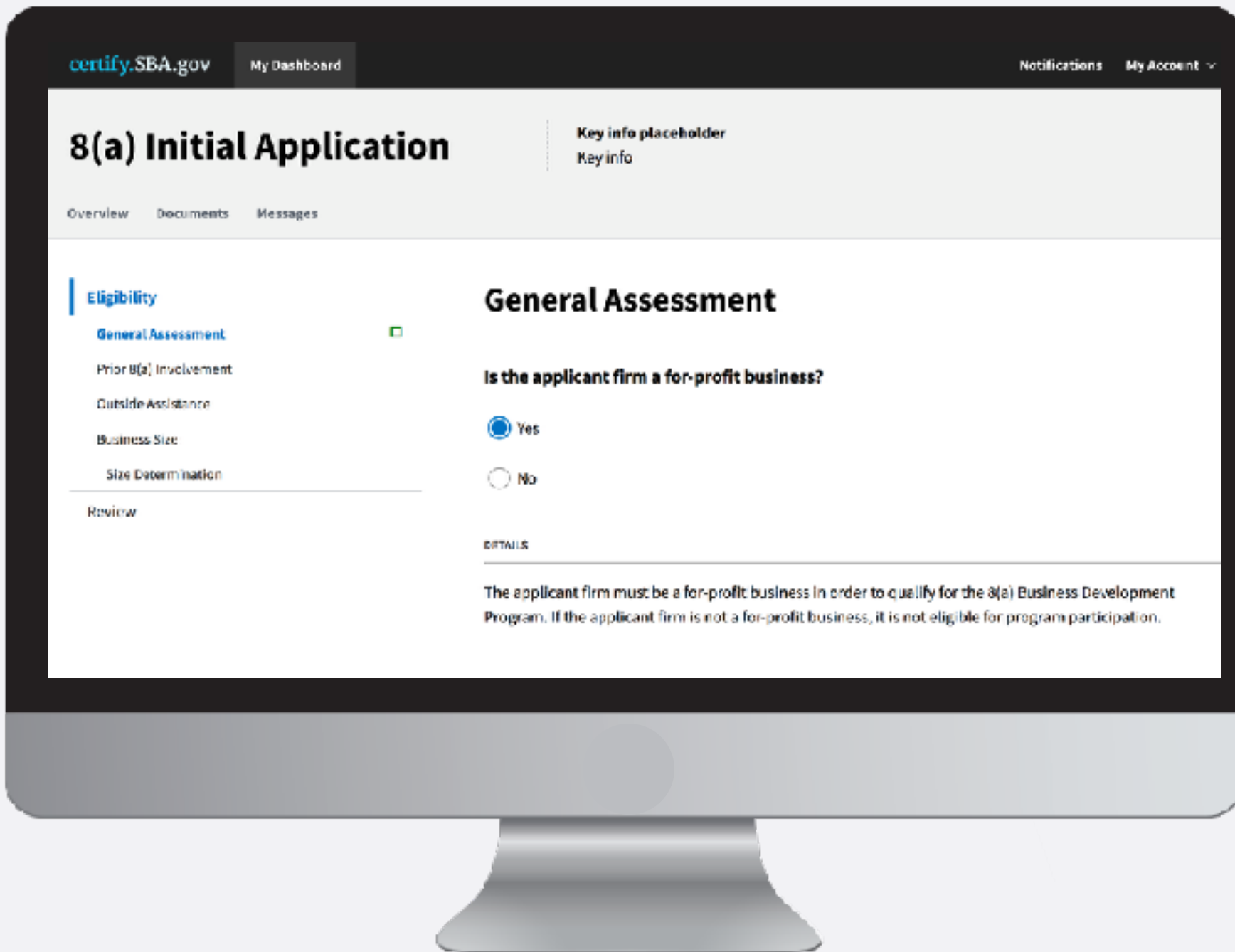# Certify Features

certify.SBA.gov

Firm View of
Certify Features

Firms will be able to see all aspects of their application on one page:

- **Application Sections**
- **Document Library Tab**
- **Messages to Replace Email with SBA**
- **Notifications of Tasks to Complete**
- **Additional Contributors can Input Data**

certify.SBA.gov

Meet the New
Online Questionnaire

Most forms have been converted into online questionnaires to make it easier for firms to answer questions relevant to them.
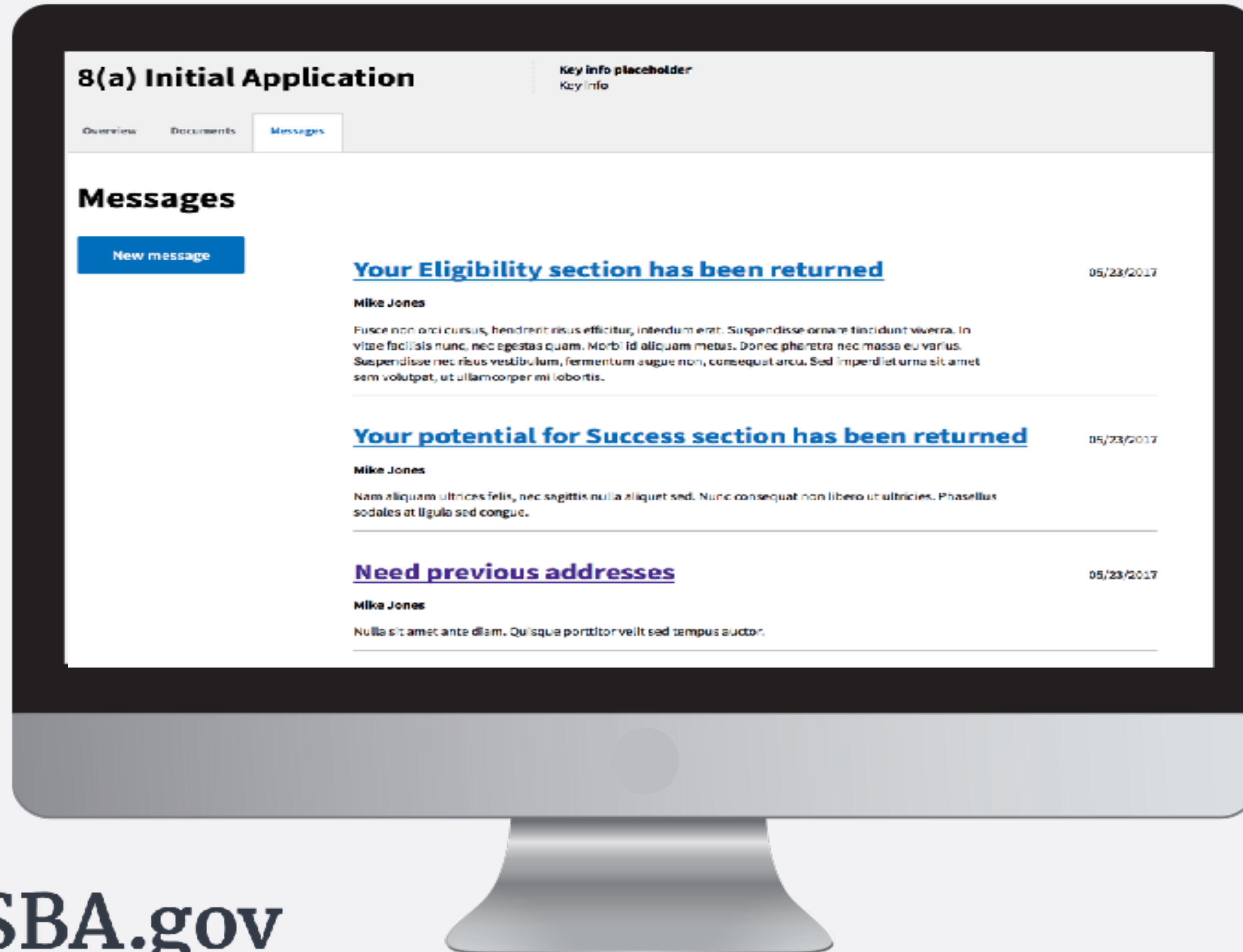
Firms will answer each questionnaire in order until they're done with all five sections.

View the
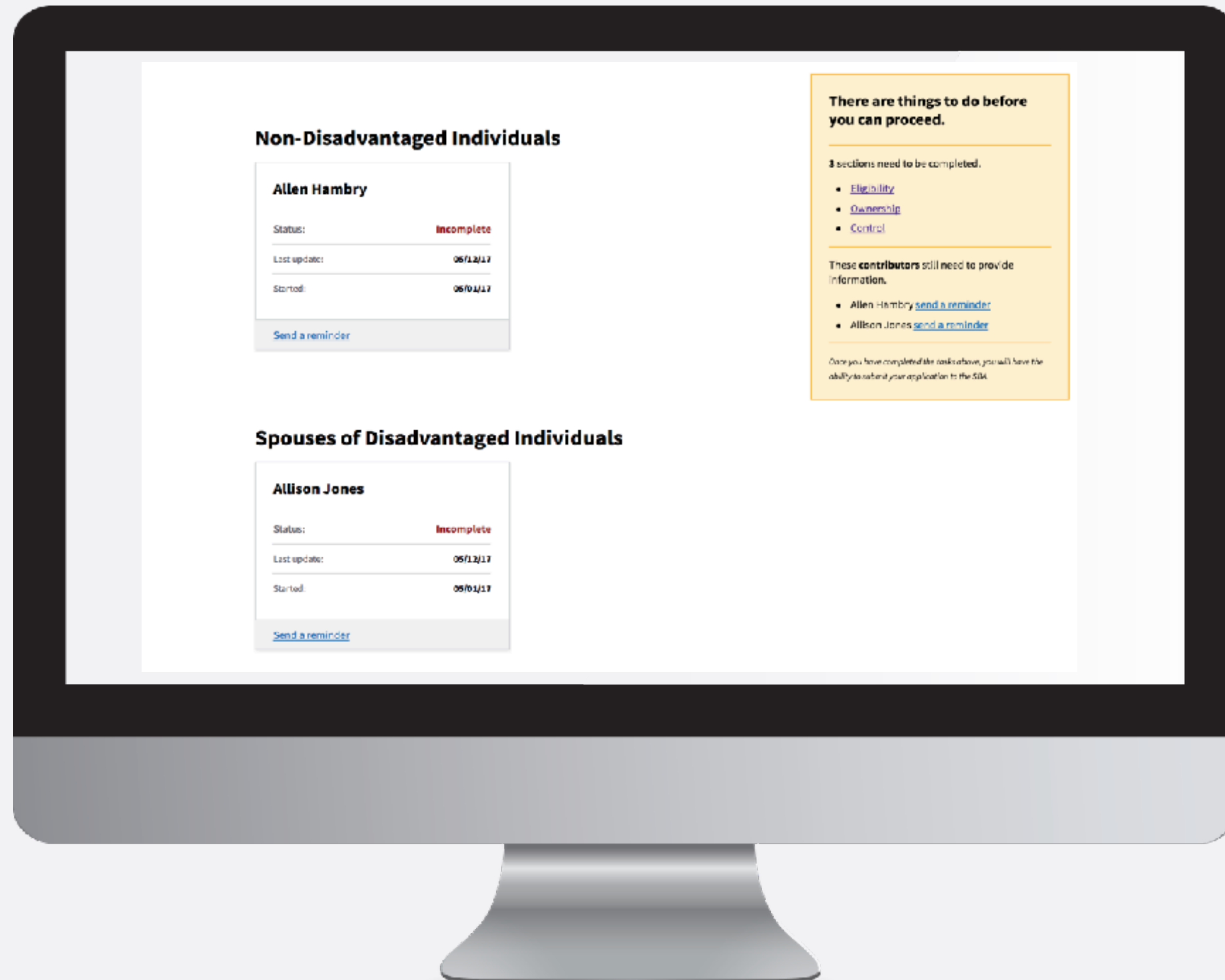# Document Library
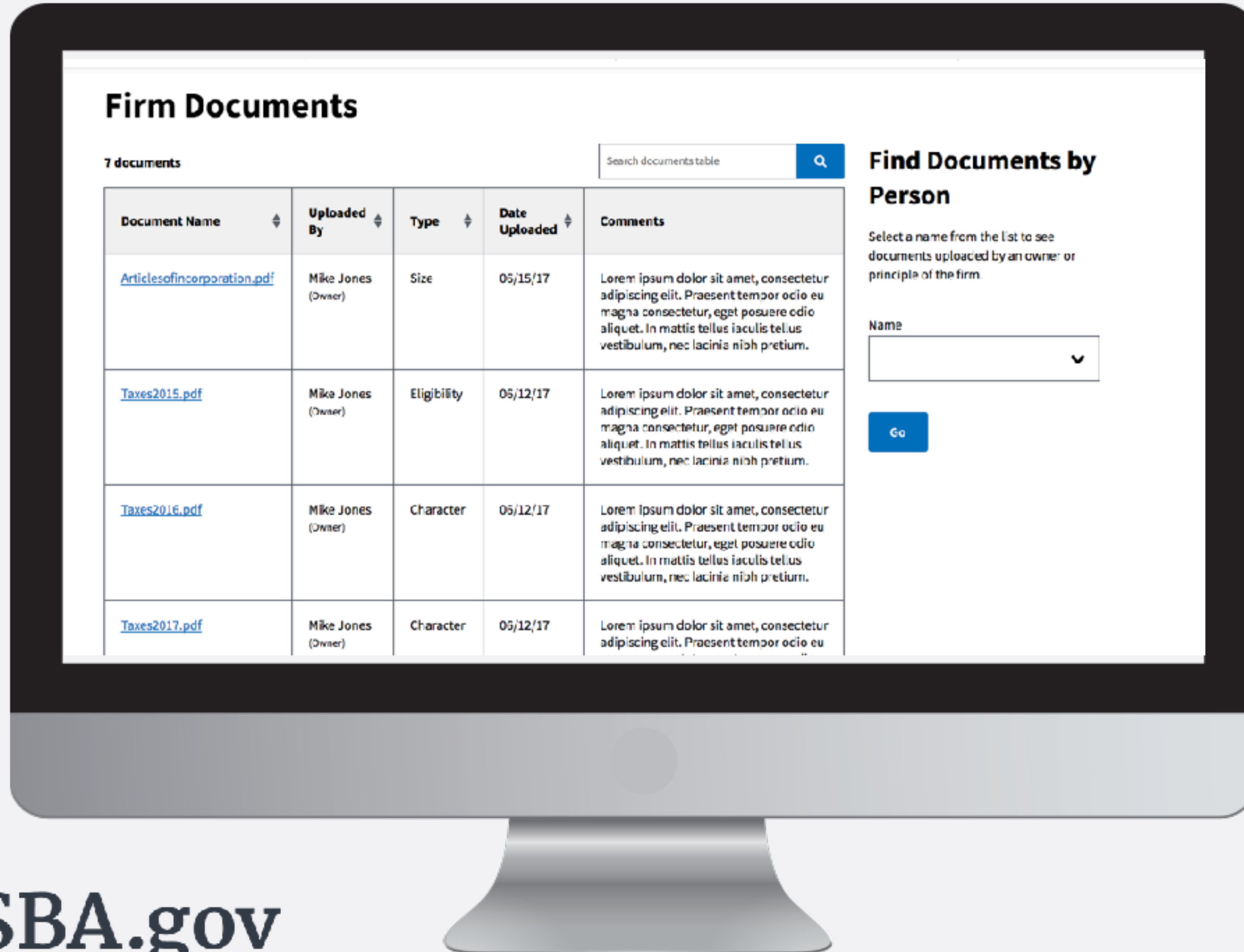
Messaging
Replaces Email

certify.SBA.gov

Firms can now **share access** with all contributors.
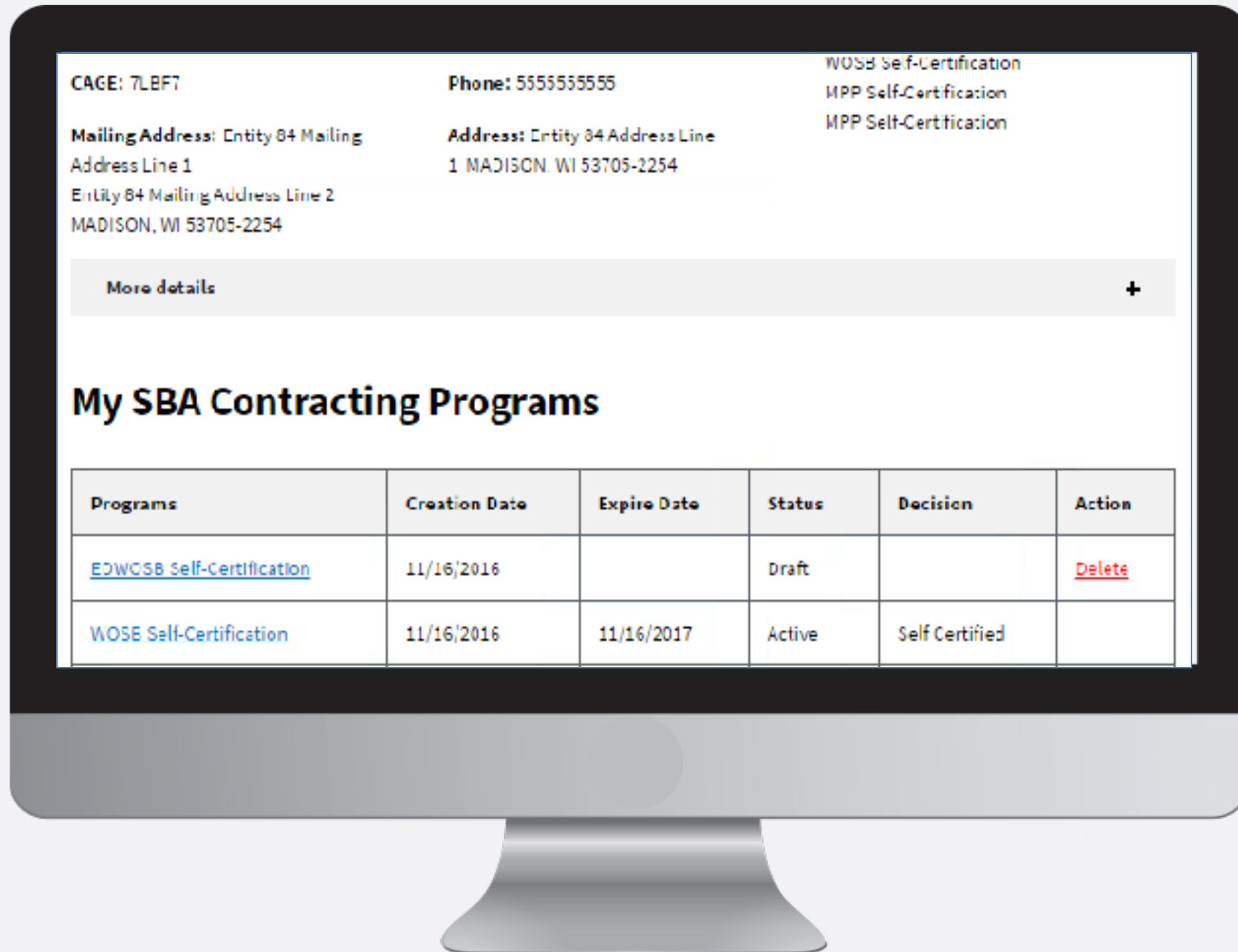
The applicant will receive notifications regarding which sections, including other contributors, are still outstanding.

Firm
Dashboard

Firm's Dashboard of all Certifications:
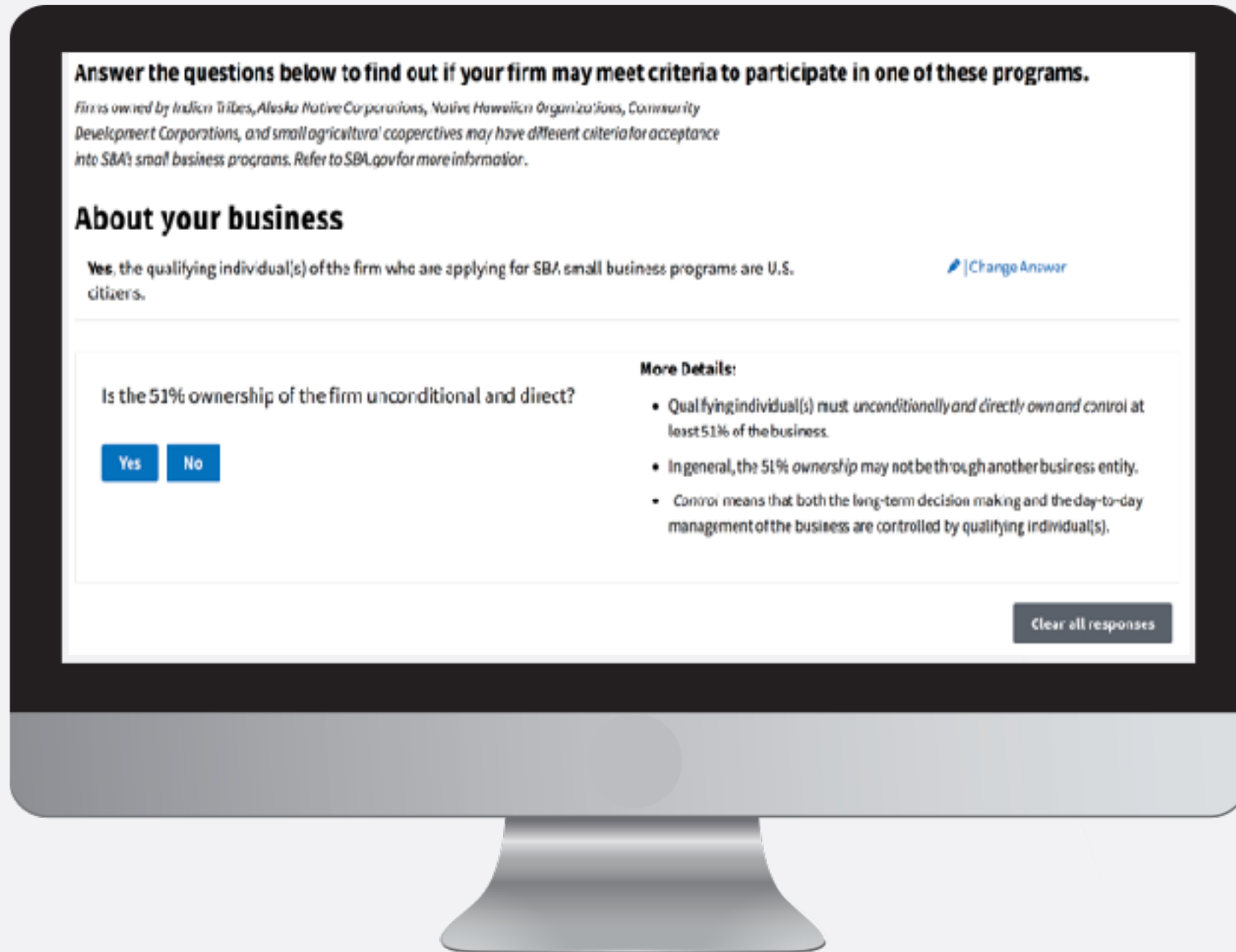
- **The status of program applications and renewal deadlines**
- **View all firm's SBA certifications, not just 8(a).**

Firms learn about GCBD programs and apply online.

certify.SBA.gov

Am I
Eligible

"As a small business owner, I want an easy way to determine which Small Business Programs I may be eligible for, so that I can focus my time appropriately."

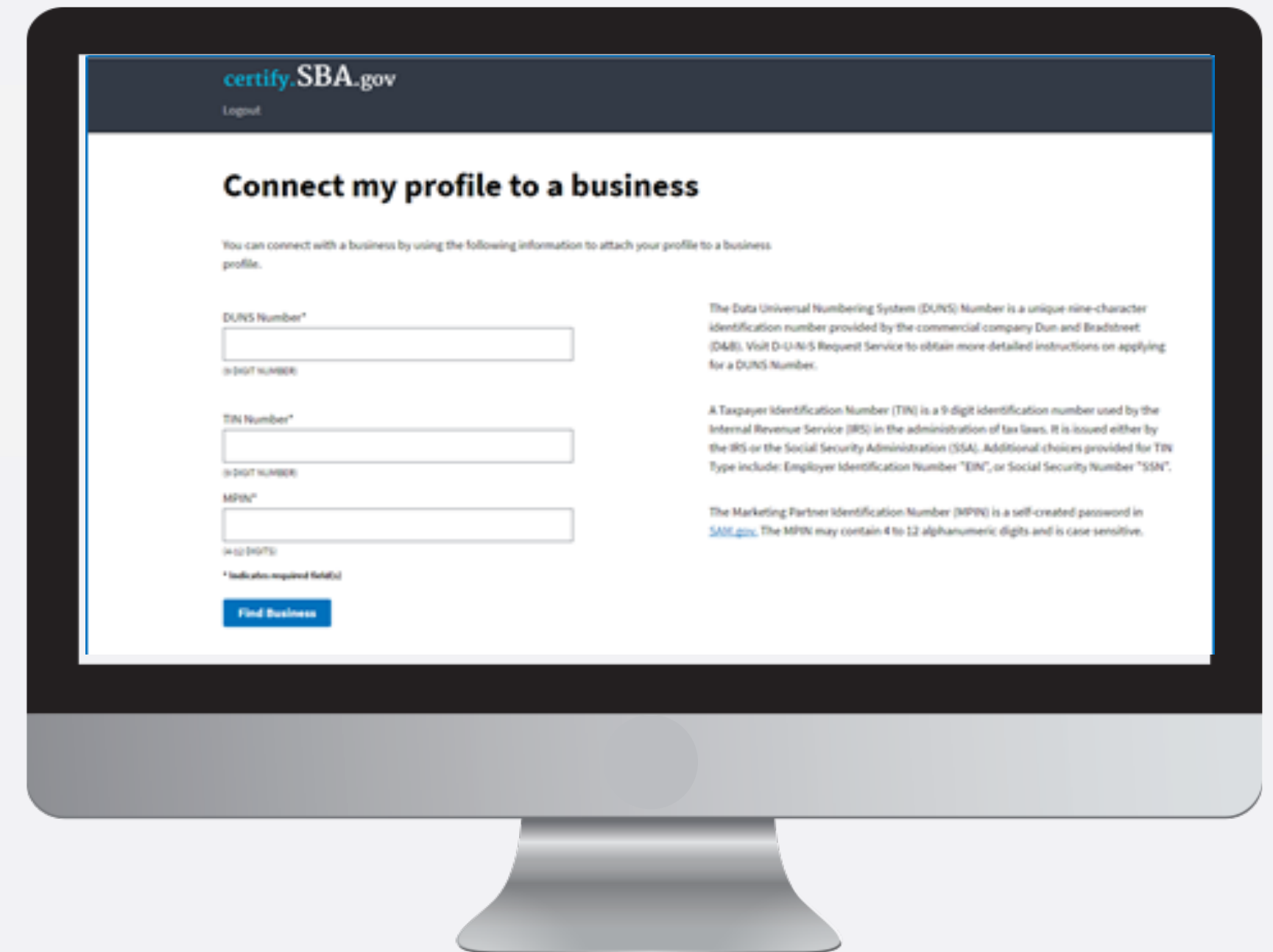certify.SBA.gov

The 8(a) Application Process
in Mid-November

Before you sign up for Certify:
   Step 1: Obtain a DUNS Number

   Step 2: Register in SAM.gov

   Step 3: Apply on Certify.SBA.gov

certify.SBA.gov

The 8(a) Application Process
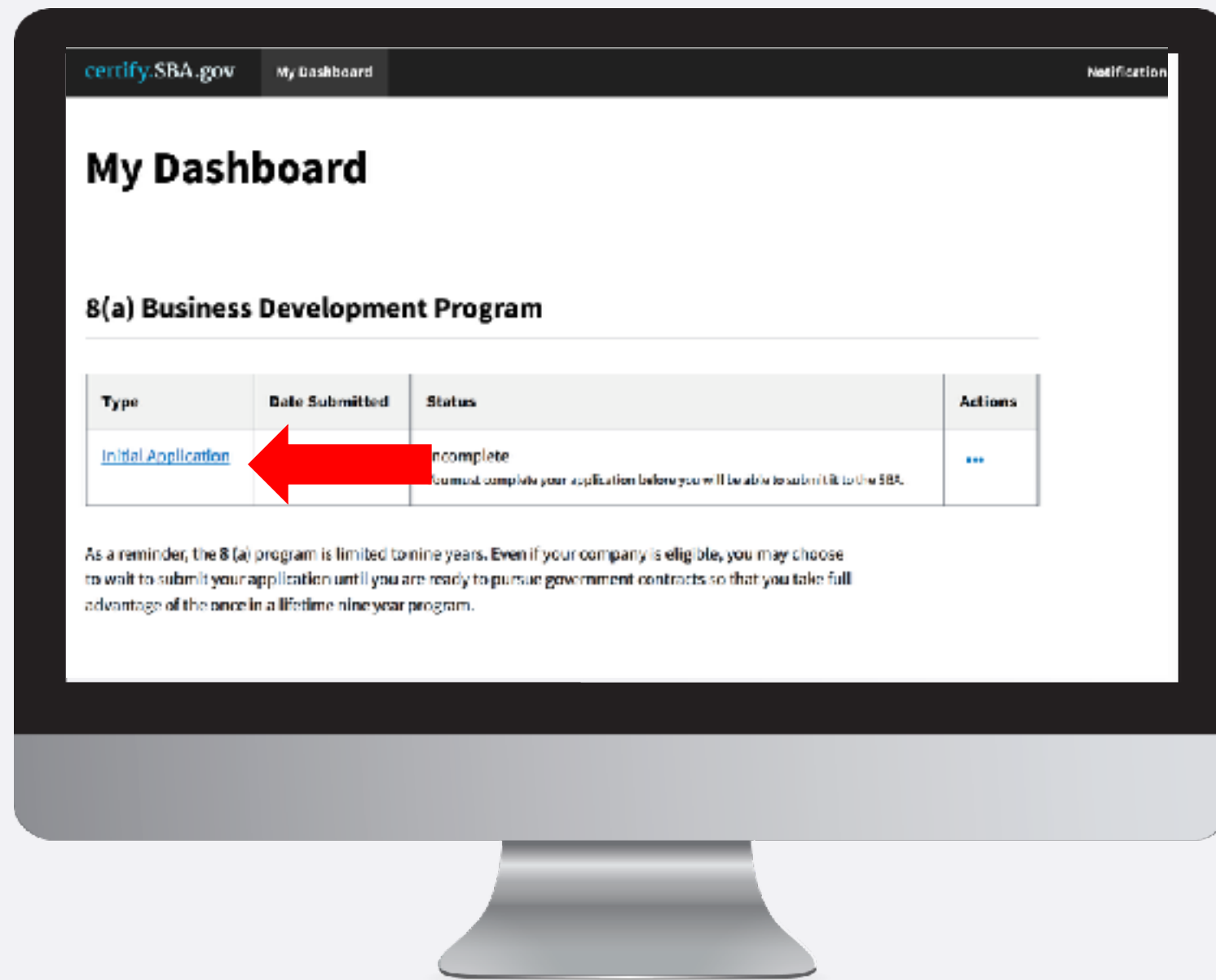## in Mid-November

Visit Certify

Firms should logon to Certify.SBA.gov and press the orange "Get started" button.

Register on Certify

Firms must complete the registration process, and link their account to their SAM profile through their DUNS number, to gain entrance into the Certify platform.

certify.SBA.gov

# The 8(a) Application Process
in Mid-November

Preview the Dashboard

Firms will have a custom dashboard that provides one-click access to their initial application.

Start the Application

Click on the blue "Initial Application" link to be taken to the full application. Alternatively, Firms can click the three blue dots to "View application" or "Delete application."

certify.SBA.gov

The 8(a) Application Process
in Mid-November
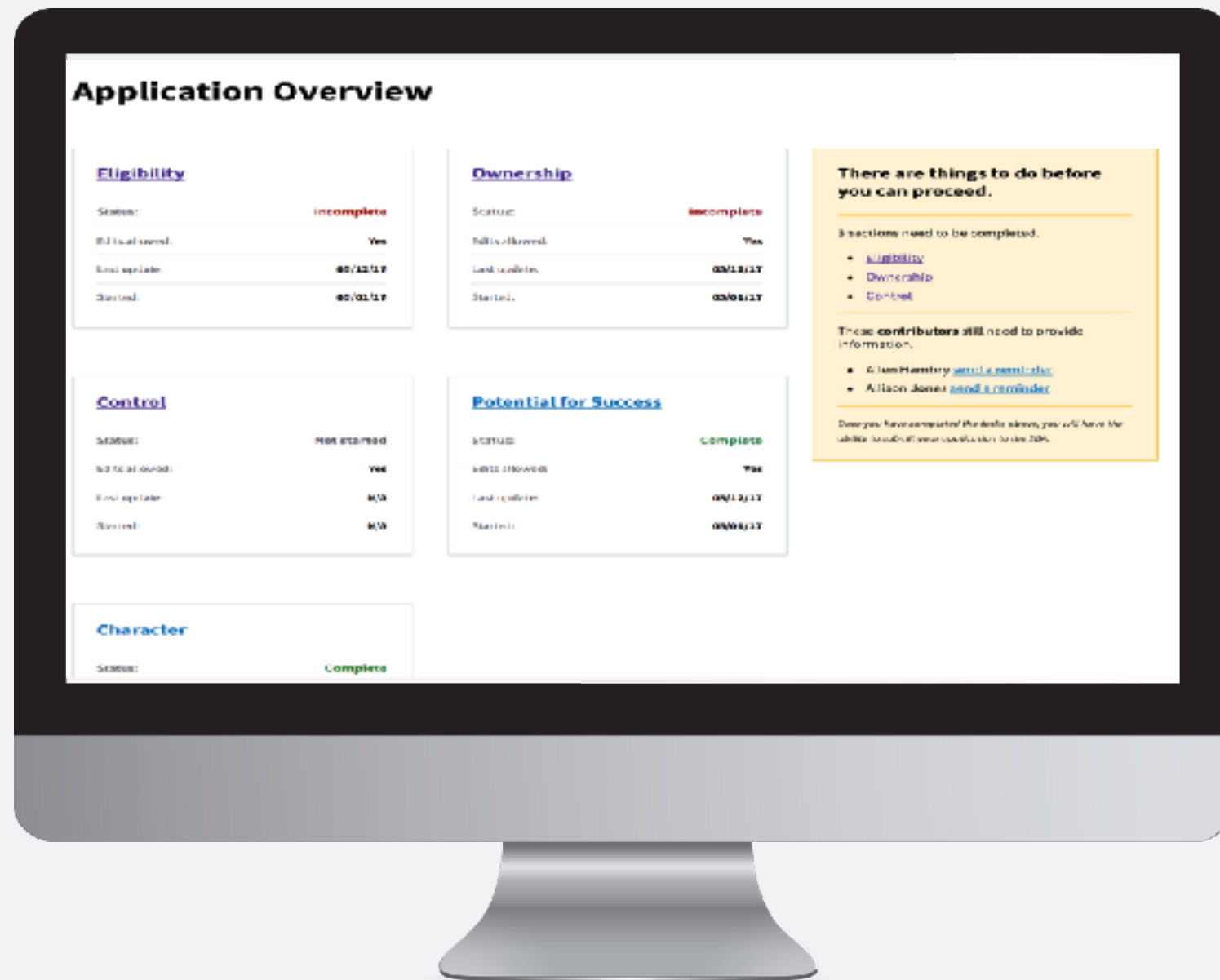
Complete Core Sections

Previous SBA forms have been re-created as online questionnaires. Firms will be walked through how to complete all five sections.

Contributors Add Details

In addition to the five sections, all relevant Disadvantaged Individuals; as well as Non-Disadvantaged Individuals and Spouses of Disadvantaged Individuals will directly input their data.
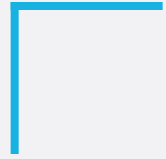
Submit Application to SBA

Once a firm submits an application, the applicant should watch for emails from Certify asking for additional details.
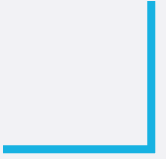
certify.SBA.gov

certify.SBA.gov

When Firms are ready to continue work on their application, log back onto certify.SBA.gov and click the blue "Login" button or the "Login" link in the top right corner.

certify.SBA.gov
By The Numbers

15

Number of days for
Firm 8(a) application screening

90 | **Average number of days to process**
Firm 8(a) applications

45

Number of days for
Firms to appeal their 8(a)
application results

certify.SBA.gov

Dates and Deadlines

When Does
Certify Go Live?

November 15, 2017:
8(a) Initial Application

January 2018:
8(a) Annual Review

certify.SBA.gov

Firm Application
Dates and Deadlines

The Following Dates Are Important To Remember:

- **October 1, 2017 – October 15, 2017**: 8(a) Applications in Process Must Be Completed, Otherwise They Must Wait to Re-Apply in Certify

- **October 1, 2017 – November 14, 2017**: New 8(a) Applications Can't be Started in Certify as new Firms Won't Have Access to GLS and BDMIS

certify.SBA.gov

Questions & Feedback

Do you have any **questions?**

Send us your feedback:
https://certify.ideas.aha.io/ideas

certify.SBA.gov