



Certified Business Enterprise (CBE) Program

441 4th Street, NW, Suite 850N Washington, DC 20001 • www.dslbd.dc.gov



Agency Mission

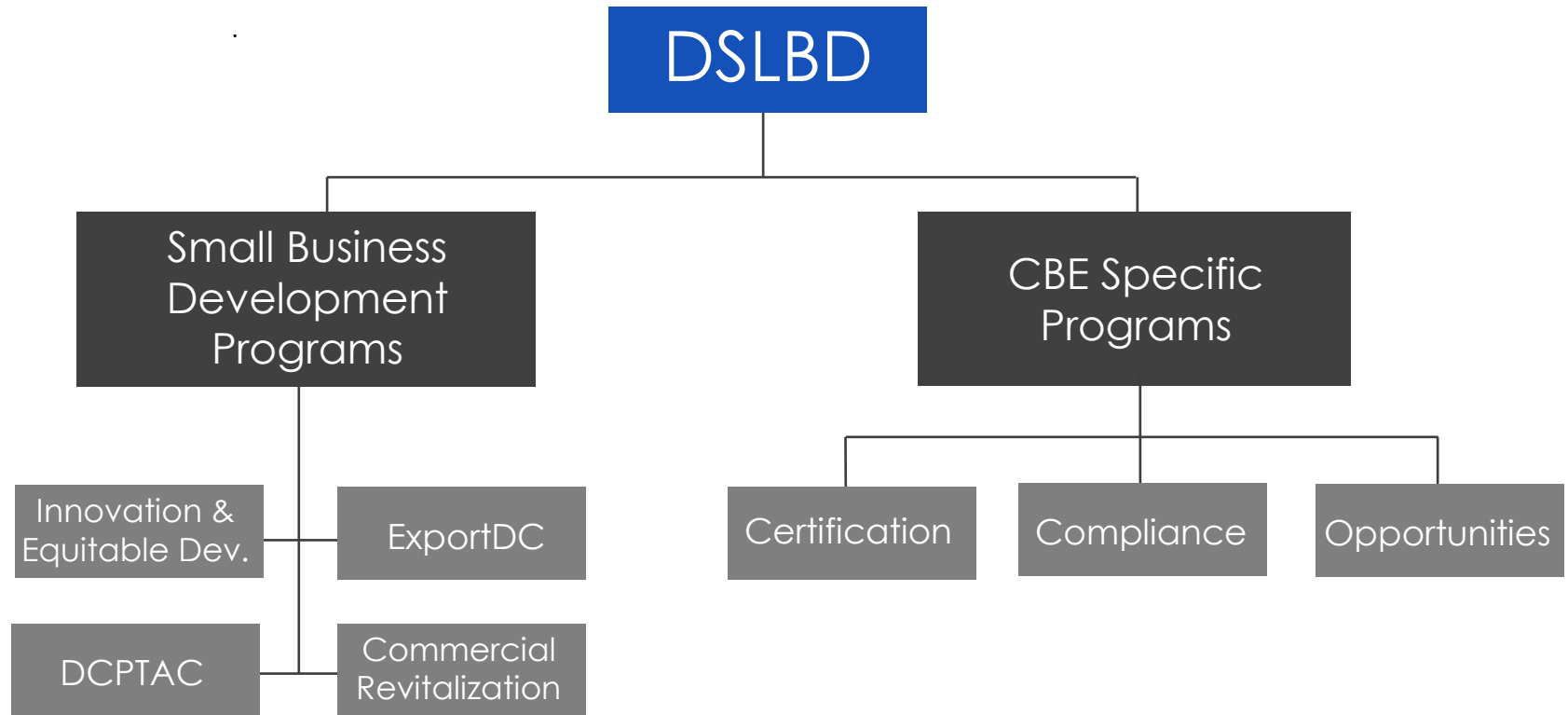
The **Department of Small and Local Business Development (DSLBD)** supports the development, economic growth, and retention of District-based businesses, and promote economic development throughout the District's commercial corridors.

DSLBD envisions a business environment which:

- DC businesses are connected in real-time with local, federal and global business opportunities;
- Small businesses can navigate government quickly, confidently, and effectively;
- Every entrepreneur and small business with a great idea and a great plan has the capital to make it happen.



Agency Key Program Areas



A small business inclusion program that helps your business compete for DC government contracts.



Certification Division

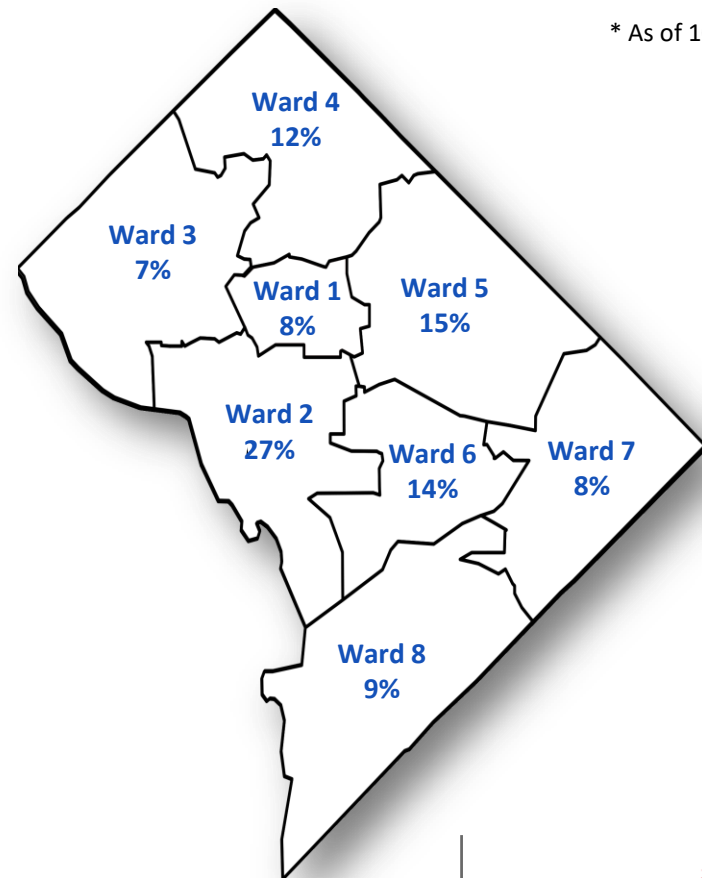
DSLBD evaluates businesses headquartered in the District to determine eligibility for Certified Business Enterprise (CBE) status.

The District Government directs spending to CBEs, which in turn, supports and contributes to job creation and the city tax base, strengthening the local economy.

The CBE Program provides contracting preference for local businesses so they can better compete in contract and procurement opportunities with DC Government.

PERCENTAGE OF CERTIFIED BUSINESS ENTERPRISES BY WARD*

* As of 10/3/18



CBE Certification Categories

Businesses may be certified in any of the following categories; however, only a **maximum of 12 points or 12 percent** can be applied toward any contract award. In evaluating requests for bids (RFB), contracting personnel apply a **percentage reduction in price** according to CBE designation. In evaluating requests for proposals (RFP), contracting personnel apply **points to proposal evaluations** according to CBE designation. DSLBD also certifies joint ventures, which are project specific.

| <u>Certification Categories</u> | <u>Preference</u> |
|---|-------------------|
| Local Business Enterprise (LBE) | 2 or 2% |
| Small Business Enterprise (SBE) | 3 or 3% |
| Disadvantaged Business Enterprise (DBE) | 2 or 2% |
| Resident Owned Business (ROB) | 5 or 5% |
| Development Zone Enterprise (DZE) | 2 or 2% |
| Longtime Resident Business (LRB) | 5 or 10% |
| Veteran Owned Business (VOB) | 2 or 2% |
| Local Manufacturing Business Enterprise (LME) | 2 or 2% |
| Joint Venture Certifications (JV) | Varies |



CBE Local Business Definition

- Principal office physically located in the District;
- **Chief executive officer and highest level managerial employees of the business enterprise perform their managerial functions in their principal office in the District;**
- Meets **one of the four** following standards:
 - ❑ More than 50% of the employees of the business are residents of the District; or
 - ❑ The owners of more than 50% of the business enterprise are residents of the District; or
 - ❑ More than 50% of the assets of the business, excluding bank accounts, are located in the District; or
 - ❑ More than 50% of the business gross receipts are District gross receipts.

Site visits are conducted within the Washington Metropolitan area to verify that the firm meets the local business enterprise definition.



Principal Office Definition

- Primary office based upon the **totality** of the business activities in which routine and essential business functions occur, such as:
 - Bookkeeping and recordkeeping
 - Payroll maintenance
 - Receipt of business telephone calls and correspondence
 - Storage of books and records
 - Directing, controlling, and coordinating activities and policies by officers, principals, and managers
- In order to be considered a principal office, the applicant must:
 - Own or lease office for a **minimum of 12 months (month to month leases are not accepted)**.
 - All signage and/or printed material for the business must display the principal office location.



CBE Certification Categories

Small Business Enterprise (SBE) Definition

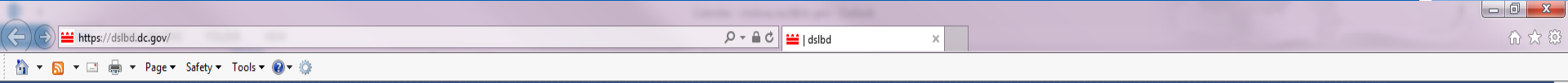
- Is a local business enterprise;
- Is independently owned, operated, and controlled; and
- Meets U.S. Small Business Administration definition of a small business concern under the Small Business Act (<http://www.sba.gov/content/am-i-small-business-concern>); or
- Has average annualized gross receipts for prior 3 years not exceeding the following limits:
 - Construction, Heavy (Street and Highways, Bridges, etc.) \$23M
 - Construction, Building (General Construction, etc.) \$21M
 - Construction, Specialty Trades \$13M
 - Goods & Equipment \$20M
 - General Services \$19M
 - Professional Services, Personal Services (Hotel, Beauty, Laundry, etc.) \$5M
 - Professional Services, Business Services \$10M
 - Professional Services, Health & Legal Services \$10M
 - Professional Services, Health Facilities Management \$19M
 - Manufacturing Services \$10M
 - Transportation & Hauling Services \$13M
 - Financial Institutions \$300M



Business Certification Process



DSLBD Website



[311 Online](#) [Agency Directory](#) [Online Services](#) [Accessibility](#)



Mayor Muriel Bowser

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Small Business Access to Capital

The Bowser Administration released nearly \$2 million in grants and loans for small business development in FY18.

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[CBE Certification FAQs](#)

[Enterprise Zone Finder](#)

[Returning Applicants](#)

[Joint Venture Certification](#)

APPLY NOW FOR GRANTS FROM DSLBD.
TIME IS RUNNING OUT, APPLY NOW!

Don't miss out on this opportunity!

DC Main Streets & Commercial Compactor Grant

Learn more about these funding opportunities and start the application process!



District Capitalized

26 entrepreneurs from Wards 7 and 8 received microloans amounting to \$50,000 through DSLBD's District Capitalized program! Click here to learn more about our access to capital programs!

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Welcome to the DC Business Center! This site helps streamline and personalize the interactions professionals and business owners have with DC's regulatory and support agencies making it easier for entrepreneurs to start, grow, and maintain local businesses. [Learn more »](#)

DC open FOR BUSINESS



Start a Business

DC is open for business! Start or expand your business in the Nation's Capital.



Maintain Your Business

We're glad you're here! How can we help you maintain or grow your business?



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Looking for regulatory information on a DC business? Find it here.



My DC Business Center

Create a personalized space to apply for, renew and track business licenses, registrations and certificates.



CBE Connect

The Certified Business Enterprise program provides resources and opportunities to District-based businesses.

DSLBD Contact Information

<http://dslbd.dc.gov>

cbe.info@dc.gov

DES.Support@dc.gov

202-727-3900



Questions & Answers

