

**City of Dayton - Human Relations Council  
Business and Technical Assistance  
Small Business Certification Programs**

<b>DBE - Disadvantaged Business Enterprise</b> Program Overview	<b>HUD Section 3</b> Program Overview	<b>PEP - Procurement Enhancement Program</b> Program Overview
Disadvantaged Business Enterprise (DBE) Federal program ensures nondiscrimination in the award/administration of DOT-assisted contracts in highway, transit and airport projects.	The HUD Section 3 program provides economic and contracting opportunities to low and very low income business and residents.	The Procurement Enhancement Program (PEP) serves to enhance the percentage of minority-owned, woman-owned, small and local companies working in the City of Dayton.
Eligibility	Eligibility	Eligibility
Persons must own fifty one percent (51%) or more of a "small business," establish that they are disadvantaged within the meaning of DOT regulations, and prove they control their business.	Persons receiving, or having received within the past 3 years, federal, state, or local assistance, living in government-assisted housing or with household income below HUD's income limits may qualify as a Section 3 resident or Section 3 business concern.	All companies must meet the Small Business Enterprise ("SBE") definition and requirements which include, but are not limited to a business that: <ul style="list-style-type: none"> <li>• Is for profit;</li> <li>• Has been in existence for not less than one (1) year;</li> <li>• Meets the industry size standards as approved by the SBA</li> <li>• Certifies that its individual owner(s) whose ownership and control are relied upon for SBE certification has a personal net worth that does not exceed seven hundred fifty thousand dollars (\$750,000); and,</li> <li>• Has less than 100 employees</li> </ul>
Requirements	Requirements	Requirements
Disadvantaged individuals must be: <ul style="list-style-type: none"> <li>• A U.S. citizen (or permanent resident alien);</li> <li>• A member of a socially or economically or disadvantaged group including, Black Americans, Hispanic Americans Native Americans, Asian-pacific Americans, Subcontinent Asian-Pacific American, or other minorities; those with disabilities may also be eligible;</li> <li>• A firm (including its affiliates) must not have annual gross receipts over \$22.41 million in the previous three (3) fiscal years; and</li> <li>• Only disadvantaged persons having a personal net worth (PNW) of less than \$1.32 million will be considered.</li> </ul>	A business that: <ul style="list-style-type: none"> <li>• Is fifty one percent (51%) or more owned by a Section 3 resident;</li> <li>• Employs Section 3 residents for at least thirty percent (30%) of its full-time, permanent staff; or</li> <li>• Commits to subcontract twenty five percent (25%) or more of the dollar amount of awarded HUD funded contracts to Section 3 business concerns.</li> </ul>	Additionally, firms may certify within one of the following categories: <ul style="list-style-type: none"> <li>• Minority Business Enterprise ("MBE") is at least fifty-one percent (51%) owned by one or more members of one or more Minority Groups (African-Americans or Black Americans, Hispanic Americans, Asian-Americans, and Native Americans), or, in the case of a publicly held corporation, at least fifty-one percent (51%) of the stock of which is owned by one or more members of one or more Minority Groups, whose management and daily business operations are controlled by one or more members of one or more Minority Groups.</li> <li>• Women Business Enterprise ("WBE") is at least fifty-one percent (51%) owned by one or more women, or, in the case of a publicly held corporation, fifty-one percent (51%) of the stock of which is owned by one or more women, whose management and daily business operations are controlled by one or more women.</li> <li>• Dayton Local Small Business ("DLSB") is a) Certified by the Executive Director of the Council, or his/her designee, as a MBE, WBE, and/or SBE; and b) Which is a Dayton Local Business; and c) Which is a General Construction contractor which has annual average gross receipts for each of the preceding three (3) years of not more than fifteen million dollars (\$15,000,000); or, d) Which is a business engaged in Specialty Trade and Services which has annual average gross revenue for each of the immediately preceding three (3) years of not more than five million dollars (\$5,000,000).</li> </ul>



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HRC - Business & Technical Assistance	MBE - Minority Business Enterprise	EDGE - Encouraging Diversity, Growth and Equity
<b>Office Overview</b>	<b>Program Overview</b>	<b>Program Overview</b>
Through contract compliance, certification, and technical assistance, The Human Relations Council leads the City of Dayton's efforts towards the development, inclusion and expansion of opportunities for small, local, minority-owned, women-owned, and small disadvantaged businesses.	Ohio's Minority Business Enterprise (MBE) program is designed to assist minority businesses in obtaining state government contracts for supplying goods and services.	<b>Encouraging Diversity, Growth &amp; Equity (EDGE)</b> is an assistance program for economically and socially disadvantaged business enterprises. The program establishes goals for state, boards and commissions in awarding contracts to certified EDGE eligible businesses. EDGE applies to procurements of supplies and services, professional services, information technology services, construction and professional design services. The maximum amount of time a business may participate in the EDGE program is ten years.
<b>MBAC Overview</b>	<b>Eligibility</b>	<b>Eligibility</b>
A component of the State of Ohio Development Services Agency, MBAC provides management and technical assistance, procurement information, bonding assistance, cost estimating services and organizational assessments. MBAC offers free assistance to minority, woman and small businesses in Montgomery, Greene, Clark, Darke, Preble, Mercer, Auglaize, Shelby, Logan, Champaign, Madison and Miami counties of Ohio.	Business owner(s) must be member of one or more of the following groups: Blacks, American Indians, Hispanics and Asians.	An EDGE participant must be a small socially and economically disadvantaged business enterprise owned and controlled by U.S. citizens who are Ohio residents.
<b>Contacts</b>	<b>Requirements</b>	<b>Requirements</b>
<ul style="list-style-type: none"> <li>• RoShawn Winburn, Program Director, 937, 333-1002</li> <li>• David Lyttle, Construction Specialist, 937, 333-1030</li> <li>• Anthony Barwick, Procurement Specialist, 937, 333-7822</li> <li>• Vicki Krapf, Contract Compliance Officer, 937- 333-1430</li> <li>• Juleda Hyde, Contract Compliance Assistant, 937, 333-1405</li> </ul>	<ul style="list-style-type: none"> <li>• The business must be a for-profit entity</li> <li>• In business at least 1 year prior to applying for certification</li> <li>• The minority business owner must own and control at least 51 percent for one year prior to applying for certification</li> <li>• Owner must be an Ohio resident</li> <li>• Owner must be a U.S. citizen</li> <li>• Owner has control over day-by-day operations</li> <li>• Owner must have all licenses, permits and authorities required by law to perform the scope of work</li> </ul>	<p>Socially disadvantaged requirements include:</p> <ul style="list-style-type: none"> <li>• Race, ethnic origin, gender, physical/mental disability or long-term residency in an environment isolated from mainstream Ohio society</li> </ul> <p>Economically disadvantaged criteria includes both of the following:</p> <ul style="list-style-type: none"> <li>• Personal net worth of each owner must not exceed \$250,000</li> <li>• Personal net worth of each owner must not exceed \$750,000 during participation</li> </ul>



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MBE	EDGE	DBE	HUD-3	PEP
Minority Business Enterprise Ohio Department of Administrative Service Set-Aside 15% Electronic Application	Encouraging Diversity, Growth and Equity Ohio Department of Administrative Service Annual Goal 5% Electronic Application	Disadvantaged Business Enterprise US Department of Transportation Contract Specific Paper Application	HUD Section 3 US Department of Housing and Urban Development Annual Goal 10% Paper Application	Procurement Enhancement Program City of Dayton Annual Goals: MBE 9%, WBE 5%, SBE 15%, DLSB 8% Paper Application

Program Overview	Program Overview	Program Overview	Program Overview	Program Overview
Ohio's Minority Business Enterprise (MBE) program is designed to assist minority businesses in obtaining state government contracts for supplying goods and services.	<b>Encouraging Diversity, Growth &amp; Equity (EDGE)</b> is an assistance program for economically and socially disadvantaged business enterprises. The program establishes goals for state, boards and commissions in awarding contracts to certified EDGE eligible businesses. EDGE applies to procurements of supplies and services, professional services, information technology services, construction and professional design services. The maximum amount of time a business may participate in the EDGE program is ten years.	<b>Disadvantaged Business Enterprise (DBE)</b> Federal program ensures nondiscrimination in the award/administration of DOT-assisted contracts in highway, transit and airport projects.	The HUD Section 3 program is aimed to provide economic and contracting opportunities to low and very low income business and residents.	The Procurement Enhancement Program (PEP) establishes aspirational goals to overcome barriers identified in the Disparity Study ("A Second-Generation Disparity Study for the City of Dayton, Ohio" final report dated August 8, 2008) for minority-owned, woman-owned, small and local companies. These goals serve to enhance the percentage of minority-owned, woman-owned, small and local companies working with the City over the next 10 years. The program does not set contracting quotas, which have been struck down by federal courts over the past 20 years. The rules and regulations are explained in the PEP Policies and Procedures document. This document may be updated periodically.

Eligibility	Eligibility	Eligibility	Eligibility	Eligibility
Business owner(s) must be member of one or more of the following groups: <b>Blacks, American Indians, Hispanics and Asians.</b>	An EGDE participant must be a small <b>socially and economically disadvantaged business</b> enterprise owned and controlled by <b>U.S. citizens who are Ohio residents.</b>	Persons must <b>own 51% or more of a "small business,"</b> establish that they are disadvantaged within the meaning of DOT regulations, and prove they control their business.	Persons receiving, or having received within the past 3 years, federal, state, or local assistance, living in government-assisted housing or with household income below HUD's income limits may qualify as a Section 3 resident or Section 3 business concern.	All companies must meet the Small Business Enterprise ("SBE") definition and requirements which include, but are not limited to a business that: <ul style="list-style-type: none"> <li>• Is for profit;</li> <li>• Has been in existence for not less than one (1) year;</li> <li>• Meets the industry size standards as approved by the SBA</li> <li>• Certifies that its individual owner(s) whose ownership and control are relied upon for SBE certification has a personal net worth that does not exceed Seven Hundred Fifty Thousand Dollars (\$750,000); and,</li> <li>• Has less than 100 employees</li> </ul>

Requirements	Requirements	Requirements	Requirements	Requirements
<ul style="list-style-type: none"> <li>• The business must be a for-profit entity</li> <li>• In business at least 1 year prior to applying for certification</li> <li>• The minority business owner must own and control at least 51 percent for one year prior to applying for certification</li> <li>• Owner must be an Ohio resident</li> <li>• Owner must be a U.S. citizen</li> <li>• Owner has control over day-by-day operations</li> <li>• Owner must have all licenses, permits and authorities required by law to perform the scope of work</li> </ul>	<p><b>Socially disadvantaged requirements include:</b></p> <ul style="list-style-type: none"> <li>• <b>Race, ethnic origin, gender, physical/mental disability or long-term residency in an environment isolated from mainstream Ohio society</b></li> </ul> <p><b>Economically disadvantaged criteria includes both of the following:</b></p> <ul style="list-style-type: none"> <li>• <b>Personal net worth of each owner must not exceed \$250,000</b></li> <li>• <b>Personal net worth of each owner must not exceed \$750,000 during participation</b></li> </ul>	<p>Disadvantaged individuals must be:</p> <ul style="list-style-type: none"> <li>• A U.S. citizen (or permanent resident alien)</li> <li>• A member of a socially or economically or disadvantaged group including, Black Americans, Hispanic Americans Native Americans, Asian-pacific Americans, Subcontinent Asian-Pacific American, or other minorities; those with disabilities may also be eligible</li> <li>• A firm (including its affiliates) must not have annual gross receipts over \$22.41 million in the previous three (3) fiscal years</li> <li>• Only disadvantaged persons having a personal net worth (PNW) of less than \$1.32 million will be considered</li> </ul>	<p>A business that:</p> <ul style="list-style-type: none"> <li>• Is 51 percent or more owned by a Section 3 resident;</li> <li>• Employs Section 3 residents for at least 30 percent of its full-time, permanent staff; or</li> <li>• Commits to subcontract 25 percent or more of the dollar amount of awarded HUD funded contracts to Section 3 business concerns.</li> </ul>	<p>Additionally, firms may certify within one of the following categories:</p> <ul style="list-style-type: none"> <li>• Minority Business Enterprise ("MBE") is at least fifty-one percent (51%) owned by one or more members of one or more the following Minority Groups which are referenced in the Second-Generation Disparity Study for the City of Dayton (African-Americans or Black Americans, Hispanic Americans, Asian-Americans, and Native Americans), or, in the case of a publicly held corporation, at least fifty-one percent (51%) of the stock of which is owned by one or more members of one or more Minority Groups, whose management and daily business operations are controlled by one or more members of one or more Minority Groups.</li> <li>• Women Business Enterprise ("WBE") is at least fifty-one percent (51%) owned by one or more women, or, in the case of a publicly held corporation, fifty-one percent (51%) of the stock of which is owned by one or more women, whose management and daily business operations are controlled by one or more women.</li> <li>• Dayton Local Small Business ("DLSB") is certified by the Executive Director of the Council, or his/her designee, as a MBE, WBE, and/or SBE; and b) Which is a Dayton Local Business; and c) Which is a General Construction contractor which has annual average gross receipts for each of the preceding three (3) years of not more than fifteen million dollars (\$15,000,000); or, d) Which is a business engaged in Specialty Trade and Services which has annual average gross revenue for each of the immediately preceding three (3) years of not more than five million dollars (\$5,000,000).</li> </ul>

