

HUBZone Program

The Historically Underutilized Business Zone (HUBZone) Program helps small businesses in urban and rural communities gain preferential access to federal procurement opportunities.

▶ What is the HUBZone Program?

The Historically Underutilized Business Zones (HUBZone) Program was enacted into law in 1997, and is administered by the SBA. The program encourages economic development in historically underutilized business zones through the establishment of preferences.

▶ How the HUBZone Program works

The SBA regulates and implements the HUBZone program by:

- Determining which businesses are eligible to receive HUBZone contracts
- Maintaining a listing of qualified HUBZone small businesses that federal agencies can use to locate vendors
- Adjudicating protests of eligibility to receive HUBZone contracts
- Reporting to Congress on the program's impact on employment and investment in HUBZone areas

▶ Benefits of the HUBZone Program

The program's benefits for HUBZone-certified companies include:

- Competitive and sole source contracting
- 10% price evaluation preference in full and open contract competitions, and
- Subcontracting opportunities

The federal government has a goal of awarding 3% of all dollars for federal prime contracts to HUBZone-certified small business concerns.

▶ How can businesses qualify for the HUBZone Program?

In order to qualify for the HUBZone program, a business must be located in an area designated as a Historically Underutilized Business (HUB) Zone. Refer to <https://www.sba.gov/content/hubzone-maps> to determine if a HUBZone exists for a given location.

In addition, a business must meet the following criteria:

- It must be a small business by SBA standards
- It must be owned and controlled at least 51% by US citizens, or a Community Development Corporation, and agricultural cooperative, or an Indian tribe (Note that different rules apply for Tribal Governments, Alaska Native Corporations, Community Development Corporations and small agricultural cooperatives. These rules are delineated in Title 13 of the Code of Federal Regulations, Part 126)
- At least 35% of its employees must reside in a HUBZone

▶ Before Applying for HUBZone Certification

1. Verify eligibility compliance; and develop a strategy for the firm to maintain compliance after it is certified
2. Obtain registrations
 - Dun and Bradstreet – Data Universal Numbering System (DUNS)
 - System for Award and Management (SAM) – registered EIN/TIN
 - Dynamic Small Business Search (DSBS) profile
 - General Login System (GLS)
3. Review the HUBZone Application Guide at <http://1.usa.gov/1g25Z41>
4. Review and ask questions: HUBZone offers eligibility assistance on Tuesdays and Thursdays from 2-3pm ET via a toll free number; more information is at <https://www.sba.gov/hubzone>
5. Access SBA's General Login System (GLS)
6. Complete and submit the online HUBZone application
7. Upload supporting documentation as instructed