



DEFENSE LOGISTICS AGENCY HISTORICALLY UNDERUTILIZED BUSINESS ZONE (HUBZone) PROGRAM

WHAT IS THE HUBZone PROGRAM?

The U.S. Small Business Administration (SBA) designates Historically Underutilized Business Zones, or HUBZones, based on a combination of unemployment and income, among other things. The purpose of the HUBZone Program is to assist qualified small business concerns located in HUBZones to increase employment opportunities, investment and economic development. With a goal of awarding at least three percent of federal contract dollars to HUBZone-certified companies each year, the program fuels small business growth in HUBZones.

Enter your address or find qualified areas here - <https://maps.certify.sba.gov/hubzone/map>

WHAT ARE THE ELIGIBILITY REQUIREMENTS FOR THE PROGRAM?

To qualify for the HUBZone Program, your business must:

- Be a small business;
- Be at least 51% owned and controlled by U.S. citizens, a Community Development Corporation, an agricultural cooperative, an Alaska Native corporation, a Native Hawaiian organization, or an Indian tribe;
- Have its principal office located in a HUBZone; and
- Have at least 35 percent of its employees living in a HUBZone.

PROGRAM BENEFITS

The government limits competition for certain contracts to businesses in historically underutilized business zones. DLA and other agencies also provide preferential consideration to HUBZone firms in unrestricted procurements. HUBZone-certified businesses –

- Are eligible to compete for HUBZone Program set-asides, which are contracts reserved for competition exclusively among HUBZone firms; and
- Receive a 10 percent price evaluation preference in procurements not reserved for small business.

CERTIFICATION FOR THE HUBZone PROGRAM

Before you can participate in the HUBZone program, you must be certified by the U.S. Small Business Administration. Review SBA's '**Top Tips for HUBZone Certification**' for more on how to get HUBZone certified --

www.sba.gov/brand/assets/sba/resource-partners/hubzone-app-top-tips-508.pdf

MAINTAIN HUBZone CERTIFICATION

You will need to recertify for the HUBZone program once a year and there is no limit to the length of time you can participate as long as you continue to qualify. SBA will conduct a program examination as part of the recertification process at least every three years to ensure your continued eligibility.

You must notify the SBA if your business is involved in a merger or acquisition, or if while performing on a HUBZone contract, employee HUBZone residency drops below 20 percent. The SBA may visit HUBZone businesses unannounced and conduct program examinations to verify the accuracy of any certification made or information provided as part of the HUBZone application or recertification process.

WHERE TO FIND ADDITIONAL INFORMATION & RESOURCES

Read more on SBA's website -- www.sba.gov/federal-contracting/contracting-assistance-programs

You may also obtain **free** assistance from your local Procurement Technical Assistance Center (PTAC), which can help you understand the rules and opportunities for the HUBZone Program -- www.dla.mil/SmallBusiness/PTAP/PTAC

