Business Enterprise Program
For Minorities, Females, and Persons with Disabilities
Workshop
SPECIAL PROGRAMS

BUSINESS ENTERPRISE PROGRAM

• Promotes the economic development of businesses owned by minorities, women, and people with disabilities and supports their participation in the State’s overall procurement process as both prime and subcontractors.

• State agencies and universities have a goal to buy at least 20% of goods and services from BEP certified businesses.
VENDOR REQUIREMENTS

• The business is at least 51% owned and controlled by a minority, woman, or person with disabilities.
  • Control of day to day functions of the business, decision making, knowledge, etc.
• The owner is a citizen of the United States or resident alien.
• The annual gross sales of the business is under $75 million.
BEP & VBP CERTIFICATION IS FREE OF CHARGE AND PAPERLESS
• The State of Illinois purchased close to $40 BILLION in products and services over the last fiscal year.

• $600 million were spent with BEP certified vendors.
BUSINESS VERTICLES

• Health Industry
• Professional Services
• Construction Industry
• Information and Technology
• Equipment & Commodities
• Food Industry
You do not have to be BEP certified to bid on contract opportunities!
Business Enterprise Program (BEP)

BEP assists businesses owned by minorities, women and people with disabilities gain access to the State of Illinois procurement process. BEP certification with the State of Illinois can also open the door to opportunities with other public and private entities which are looking for diverse suppliers.

Program Eligibility:
- The business is at least 51% owned and controlled by a minority, woman, or person with disabilities (30 ILCS 573)
- The owner must be a citizen of the United States or legal permanent resident alien
- Annual gross sales of less than $75 million

How can I apply?
1. Full BEP Certification Application Process
   - Approved certification is valid for 7 years with an annual No Change Affidavit process
2. Recognition Certification Application
   - BEP has agreements with the following agencies and is able to accept certifications from any of the following entities:
     - City of Chicago
     - Chicago Transit Authority (CTA)
     - Illinois Department of Transportation
     - METRA
     - PACE
     - Cook County
     - Chicago Minority Supplier Development Council
     - Mid-States Minority Supplier Development Council
     - Women’s Business Development Center
   - Recognition certification is valid for 1 year

Eligible businesses may be certified in one or more of the following programs: Business Enterprise Program, Veterans Business Program, and Small Business Set-Aside Program.

Business Enterprise Program Act:
- 30 ILCS 573
- 30 ILCS 575/20
The NIGP Commodity/Services Code is an acronym for the National Institute of Governmental Purchasing Commodity/Services Code. The NIGP Code is a coding taxonomy used primarily to classify products and services procured by state and local governments in North America.

Having the all the correct and NIGP codes will ensure you receive notifications on contracts that include the NIGP codes you listed in the procurement bulletin registrations and in your certification.
BUSINESS ENTERPRISE PROGRAM
CERTIFICATION FORMS

- Full Certification - 7 years
- Annual No Change Affidavit
- Recognition Affidavit
- FastTrack Certification
FastTrack Certification

If you are currently certified by the City of Chicago or Cook County you are eligible for FastTrack Certification
FastTrack Application Process

Proof of Certification with City of Chicago or Cook County

Sign and Notarize BEP Affidavit

Affidavit is automatically generated by BEP Portal. We can also provide the affidavit upon request

Provide FEIN # and Previous Year’s Gross Revenue in body of email or on a separate document

Scan documents and e-mail to:
BEP.CMS@Illinois.gov
CERTIFICATIONS RECOGNIZED BY CENTRAL MANAGEMENT SERVICES
AGENCIES THAT RECOGNIZE BEP CERTIFICATION

ILLINOIS COMMUNITY COLLEGES

FEDERAL RESERVE BANK OF CHICAGO

chicago park district

McCormick Place Chicago

AURORA City of Lights

Public Building Commission of Chicago

CHA—CHICAGO HOUSING AUTHORITY

HACC—Housing Authority of Cook County

CITY COLLEGES OF CHICAGO

NAVY PIER CHICAGO

BOYDGAMING

CMS—Illinois Department of Central Management Services
VETERAN BUSINESS PROGRAM

- State agencies and universities are encouraged to spend at least 3% of their procurement budgets with certified veteran owned businesses.

To qualify:

- You must reside in Illinois
- 51% owned by a Veteran/Service Disabled Veteran
- You must have a 10% service disconnected disability as verified by the U.S. Department of Veterans Affairs.
VETERAN RECOGNITION CERTIFICATION

Center for Veteran Enterprise (CVE)
SDVOSB/VOSB

Veteran Business Enterprise (VBE) Services
Disabled Veteran Business Enterprise
SMALL BUSINESS SET-ASIDE PROGRAM FACT SHEET

• Register at: ipg.vendorreg.com.
• Include your State and Federal Tax returns (Form C) with your application.
  ➢ Manufactures must also provide the Illinois IL-941.
  ➢ Sole Proprietorships must also provide federal Schedule C.
• Follow the application directions carefully to avoid delay in processing.
Additional Resources

www.asbdc-us.org

www.aptac-us.org

www.sba.gov
For additional assistance please contact:

Irma Lopez or Pedro Pineda

Irma.Lopez@illinois.gov
Pedro.Pineda@Illinois.gov

or

BEP help desk 312-814-4190 / 1-800-356-9206
e-mail CMS.BEP@Illinois.gov