

WELCOME!

Today's Topic:

Contracting in Maryland's Veteran-Owned Small Business Enterprise (VSBE) Program

November 4, 2025

T.I.P.S.

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DANIELLE DAVIS

VSBE COMPLIANCE MANAGER



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GUEST INSTRUCTOR



CHRIS KELLY

ASSISTANT DIRECTOR OF PROCUREMENT

Contracting in Maryland's Veteran-Owned Small Business Enterprise (VSBE) Program





NATIONAL VETERAN SMALL BUSINESS WEEK

NOVEMBER 3 – 7, 2025



Agenda

- OSBA/VSBE Program Overview
 - VSBE Certification/Recertification
- Searching VSBE **CERTIFIED** Firms
 - eMMA
- Roles & Compliance
 - VSBE as a Prime
 - VSBE as a Subcontractor
 - Competitive Pricing
 - Who to Contact/VSBE Liaisons
 - Advocacy/Outreach
 - Forms
 - Payments
- VSBE Best Practices



Mission

To advance social and economic mobility for all Marylanders by removing barriers, investing in inclusive opportunities, and aligning state resources to support historically underserved communities and businesses.

Vision

A Maryland where every resident—regardless of race, geography, or background—can access the tools, networks, and systems needed to thrive and contribute to a more equitable and prosperous state.

Maryland Department of Social and Economic Mobility

**Building Opportunity and Mobility
for all Marylanders**

<https://economicmobility.maryland.gov>

Program and Resources

The Department of Social and Economic Mobility integrates three existing offices:

Office of Minority Business Enterprises

Search Certified Businesses

MBE Events Calendar

Get your MBE / DBE/ ACDBE Certifications

<https://www.mdot.maryland.gov/tso>

Office of Small, Minority & Women Business Affairs

Minority Business Enterprise (MBE)
Program

Small Business Reserve (SBR) Program

Veteran-Owned Small Business Enterprise
(VSBE) Program

MBE Ombudsman Unit

Procurement Forecasts

<https://gomdsmallbiz.maryland.gov>

Office of Social Equity

Programs and Resources

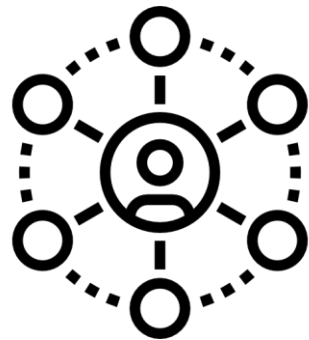
Events

Press Releases

<https://ose.maryland.gov>



Implement
Maryland's 3
socioeconomic
procurement
programs across
70+ purchasing
units



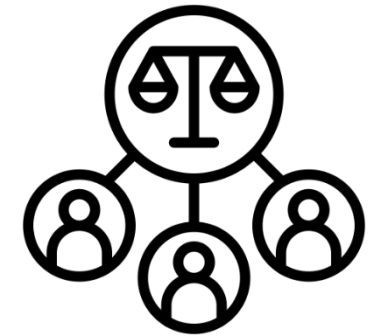
Connect small,
minority, women,
& veteran business
owners to
opportunities
in the state
contracting arena



Host free small
business training
webinars and
business
development
events



Curate online
resources at
the federal,
state, and
local levels



Home of the
newly-formed
MBE
Ombudsman
Unit

<https://economicmobility.maryland.gov>

VSBE Program

Mission:

Provides contracting opportunities on state-funded procurements from over 55 state agencies for certified **veteran-owned small businesses**.

Maryland's Commitment:

Only the work of a certified VSBE firm, performing either directly (prime contractors) or indirectly (subcontractors), can be counted toward the achievement of a minimal statewide 3% goal.

A procurement agency shall assess the potential for VSBE prime and subcontractor participation in **each** contract and estimate the amount of participation if any before initiating the procurement.



The VSBE Program is governed by:

Statute-

State Finance & Procurement (SFP) Articles
§§14-601—14-606

**The Code of Maryland Regulations
(COMAR)- 21.11.14**



VSBE Program- Eligibility Requirements

A veteran for this State program is defined as an individual who is verified as having served in the **Uniformed Services** of the United States, other than for training, and was discharged or released under conditions other than dishonorable.

The term “[uniformed services](#)” means the Army, Navy, Air Force, Marine Corps, Space Force, Coast Guard, National Oceanic and Atmospheric Administration, and Public Health Service.

Veteran-owned small businesses must meet the following eligibility standards:

1. Be a small business as defined by the [United States Small Business Administration in 13 C.F.R. 121.201](#) and any subsequent revision of that regulation
2. Be at least 51% owned and controlled by one or more individuals who are veterans
3. Must be **for-profit** business



3- Step VSBE Certification Process



Complete Vendor Registration

A Vendor registration in eMaryland Marketplace Advantage (eMMA) at <https://emma.maryland.gov/>



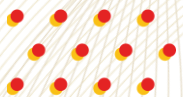
Veteran Verification

Complete the electronic veteran verification component from one of the following paths:
State- Maryland Department of Veterans & Military Families or
Federal- SBA Federal VetCert



VSBE Application

Complete the electronic VSBE Application in eMMA, under the vendor's Company Profile and Document section with providing the veteran verification



eMMA

<https://emma.maryland.gov/>

Welcome to eMaryland Marketplace Advantage (eMMA)



eMMA is Maryland's new online procurement platform used to connect the vendor community with contracting opportunities from state, county, and local government entities. Registered vendors will receive notices of bid opportunities, can submit bid responses online, and may obtain bid results online.

Qualified small business vendors may also complete two self-certification processes to become eligible for the following certifications/programs:

- 1) The Certified Small Business - CSB Certification (includes the Small Business Reserve (SBR) and Small Business Preference (SBP) Programs) and/or
- 2) The Veteran-Owned Small Business Enterprise (VSBE) Program Certification.

eMMA facilitates an open, transparent, and efficient procurement process. We look forward to doing business with you!

Additional information can be found in the [Frequently Asked Questions](#) and [Quick Reference Guides](#). Any questions please contact the eMMA Help Desk at emma.helpdesk@maryland.gov.

For additional training and resources, please go to the Maryland Procurement Academy homepage at [State of Maryland eMMA Training](#).

LOGIN

Login*

Login must have a value

Password*

Login

[Lost your password?](#)

SSO Provider ⓘ

Login with SSO

New Vendors,
Start Here



New Vendor? Register Now



Public Solicitations



Public Contracts



Vendor Search

Existing Vendors,
Start Here

eMMA VSBE Search

<https://emma.maryland.gov/>

emma

New Supplier? Register Now Vendor Search Public Solicitations Public Contracts



Accessibility

Vendor Search

Keywords

Commodities

Diversity

Areas Served

Search

Reset

Company Name

eMMA Vendor ID

NAICS Code

Country

State

Vendor Email

Levels related with the supplier

Corporate Phone Number

> Federal Programs

✓ State Programs / Certifications

☒ VSBE ☐ CSB ☐ MBE

Filters Country: UNITED STATES x VSBE: ✓ x Company Name: fusion x Levels related with the supplier: Group Entity

eMMA Vendor ID	Company Name	City	State	Postal Code	Vendor Contact	CSB Vendor	CSB Certification #	CSB Expiration Date	VSBE Vendor	VSBE Certification #	VSBE Expiration Date	Vendor Email	Corporate Phone Number
SUP996537	FUSION ADVANCED TECHNOLOGY	LAUREL	MD	20708	GLORIA FENWICK	✓	SB22-028149	11/2/2028	✓	VB22-028283	11/4/2028	gloria@gofusion.tech	4433778653

UNSPSC CODES

<https://www.ungm.org/Public/UNSPSC>

United Nations Standard Products And Services Code (UNSPSC)

What are the UNSPSC codes?

The United Nations Standard Products and Services Code® (UNSPSC®) is a **global classification system of products and services**.

These codes are used to **classify products and services**: in the case of suppliers, to classify the products and services of their company, and in the case of Staff Members, to classify the products and services when publishing procurement opportunities.

For more information, read this article from our Help Center:

- [What are United Nations Standard Products and Services Code codes?](#)
- [How to select United Nations Standard Products and Services Code codes?](#)

Search:

A - Raw Materials, Chemicals, Paper, Fuel >
B - Industrial Equipment & Tools >
C - Components & Supplies >
D - Construction, Transportation & Facility Equipment & Supplies >
E - Medical, Laboratory & Test Equipment & Supplies & Pharmaceuticals >
F - Food, Cleaning & Service Industry Equipment & Supplies >
G - Business, Communication & Technology Equipment & Supplies >
H - Defense, Security & Safety Equipment & Supplies >
I - Personal, Domestic & Consumer Equipment & Supplies >
J - Services >

Maryland Department of Assessment & Taxation (SDAT)



All Maryland domestic and foreign business entities registered in Maryland must maintain their "good standing" status with the [State Department of Assessments and Taxation](https://egov.maryland.gov/BusinessExpress/EntitySearch/Search).

<https://egov.maryland.gov/BusinessExpress/EntitySearch/Search>

Business Name:

Search by: ☒ Business Name

☐ Department ID



[Back](#)

Fees

Processing Times

Business Resources

Demo

Important Elements of Open Solicitations

Call/Contact Center Services (BPM052518) - Lot : 1 / Round : 1

Return

Add to My Solicitations

Title	ID	Alternate ID	Lot #	Round #	Status	Due / Close Date (EST)
Call/Contact Center Services	BPM052518	001B600088	1	1	Open	Nov 18 2025 2:00PM

Solicitation Type
RFP: Double Envelope Proposal

Main Category
Call management systems or accessories

Issuing Agency
Department Of General Services

Procurement Officer / Buyer	Email
Kecia BOLLING	Kecia.Bolling1@maryla...

Solicitation Summary
Statewide Call/Contact Center Services

Pre-Bid Conference Date (EST)
Oct 24 2025 2:00PM

Pre-Bid Conference Details

Please return this form by Wednesday, October 22, 2025, at 2:00 PM EST, advising whether or not your firm plans to attend. You will receive a link to the meeting once we have received your form. Please send to Kecia.Bolling1@maryland.gov

Procurement Program Participation Goals

VSBE Participation (%)
5.0

MBE Participation (%)
20.00

- Agency/Department Procuring
- Lot #/Round #
- Title
- Main Category (Commodities Descriptor)
- Summary
- Goal= Role
- Pre-Bid Conference
- Deadline- Close Date
- Attachments

VSBE Certification Updates



VSBE Program Changes from the Executive Order-

- Certifications are now 3 years effective September 29th, once a new vendor gets certified or once an already certified vendor recertifies, that is when the 3-years takes place
- This does not happen automatically, the vendor must complete the certification or recertification in eMMA for the three years to take place



VSBE Recertification



VSBE Recertification

- A VSBE can only complete the recertification in eMMA 30 days prior to their current expiration date
- A vendor will receive an automatic recertification reminder email from the eMMA system. Make sure to check that SPAM folder and set yourself a reminder also.
- Check the Public Database or your Document Section to see your expiration date

Attestations & General Documents

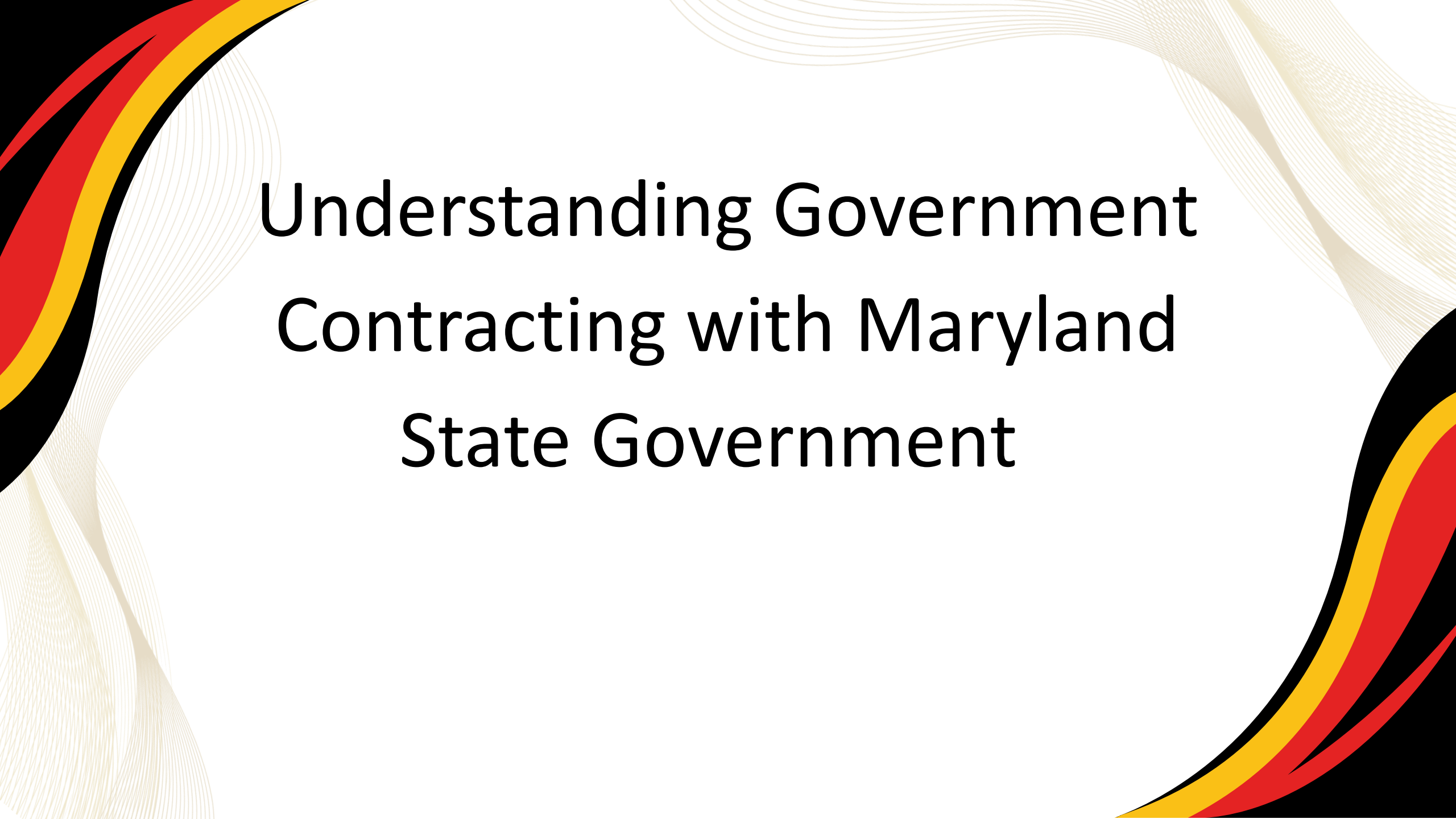
+ Add Certification

Attach	Type	Status	Document Validity ⓘ	Document Date	Expiration Date
	VSBE Application	Approved		11/4/2024	11/4/2025
	CSB Application	Approved		11/2/2025	11/2/2028
	VSBE Application	Approved		11/5/2025	11/5/2028

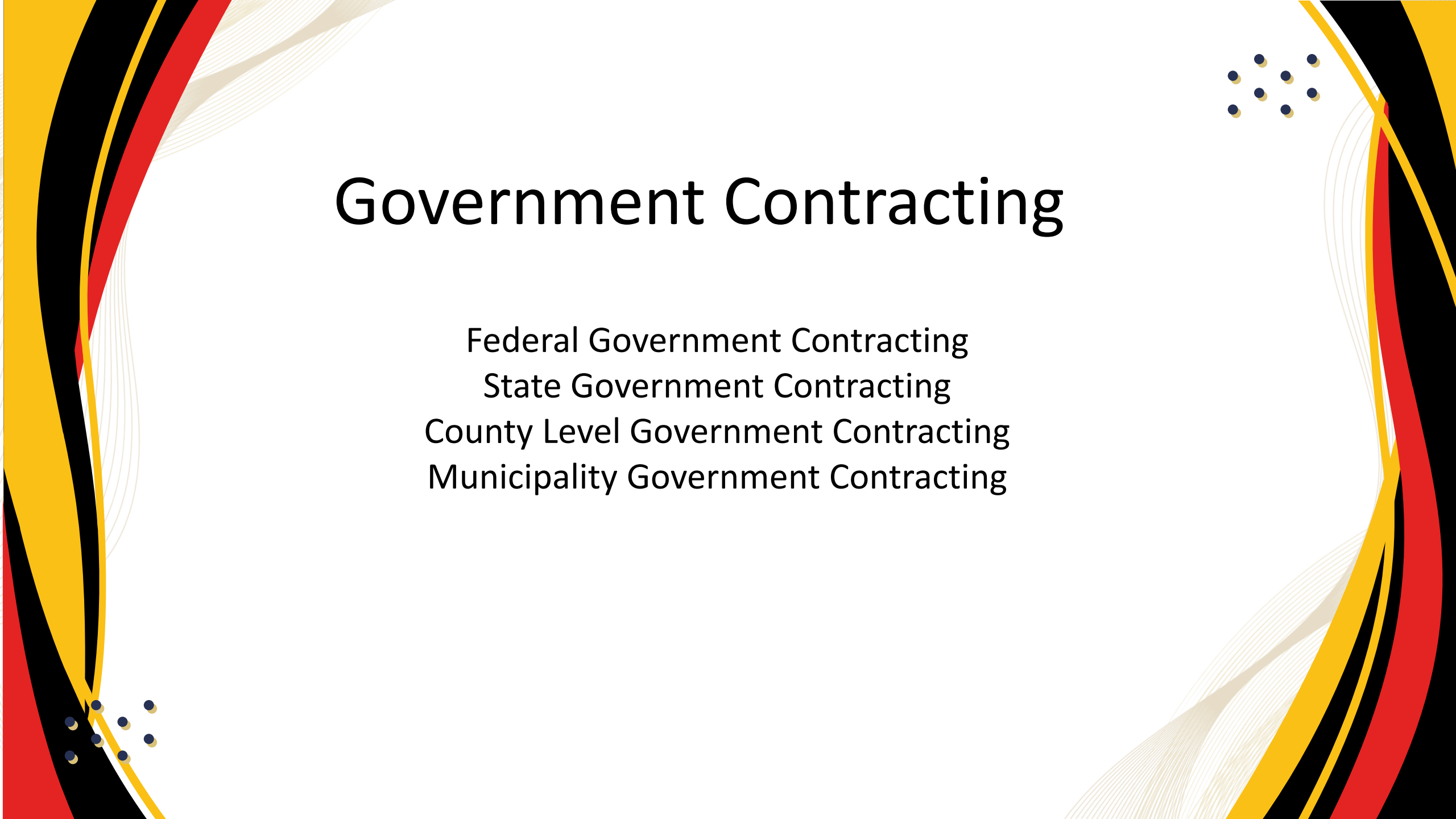


Chris Kelly

Assistant Director of Procurement
for Small Business & Minority Affairs
Maryland Department of Human Services

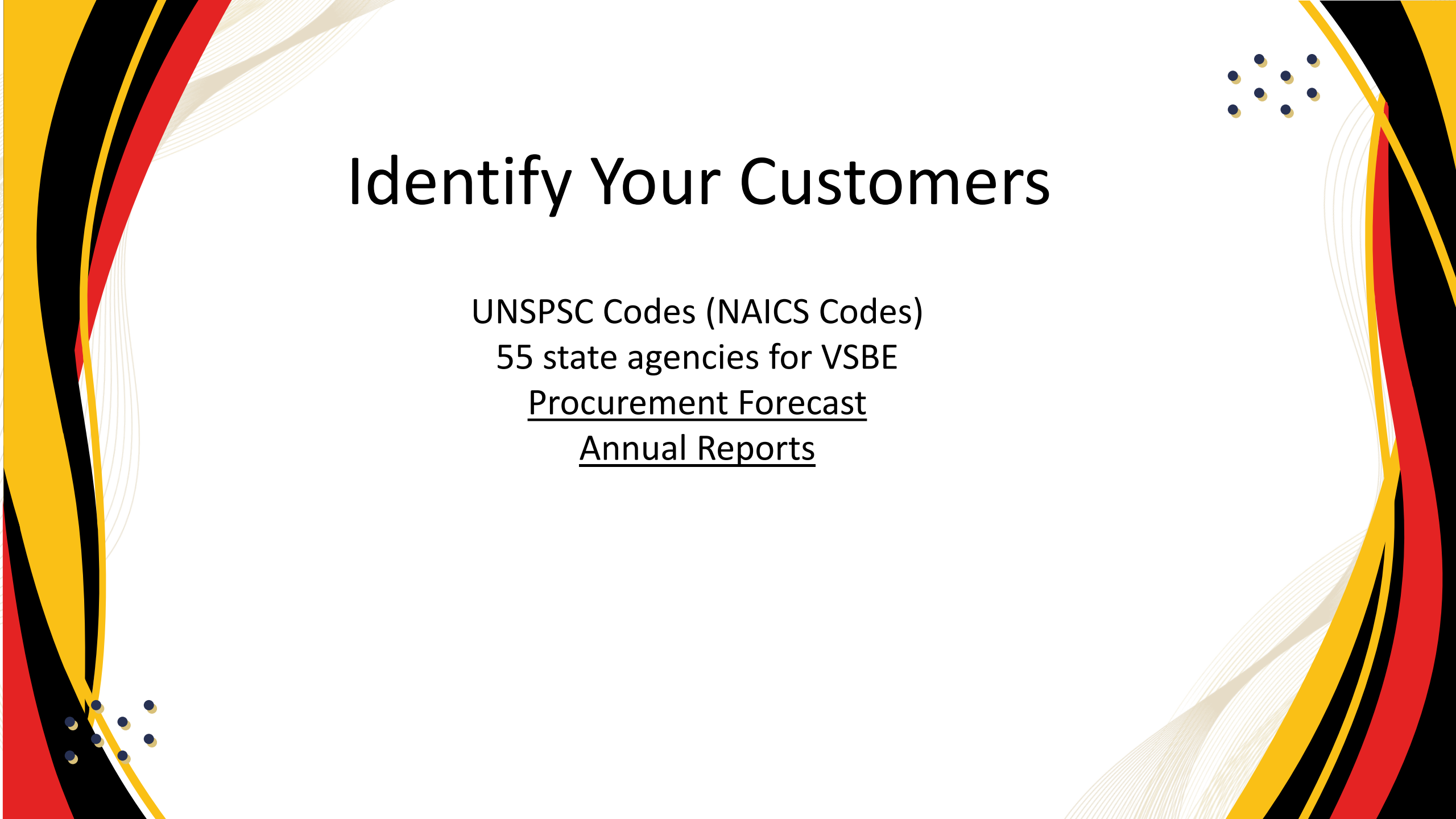


Understanding Government Contracting with Maryland State Government



Government Contracting

Federal Government Contracting
State Government Contracting
County Level Government Contracting
Municipality Government Contracting



Identify Your Customers

UNSPSC Codes (NAICS Codes)

55 state agencies for VSBE

Procurement Forecast

Annual Reports

Maryland Procurement Process

1. Need Identification

Focuses on the various types of goods and services that are procured by the state.



2. Pre-Solicitation

Planning stages prior to preparing a procurement solicitation.



4. Solicitation

Provides the steps for public advertisement and other notices of solicitation.



3. Solicitation Preparation

Includes procedures for drafting solution.



5. Review / Evaluation Process

Opening the vendor responses to solicitations.



6. Award Process

Includes the steps for approving contract awards.



7. Contract Administration Process

Focuses on post-contract award activities.



VSBE Liaison/Advocacy

The head of each procurement agency shall designate an employee to be a VSBE Liaison in the administration of that agency's VSBE Program.

The VSBE Liaison is responsible for:

- Coordinating agency outreach efforts to the veteran business community
- Reviewing agency contracting procedures to ensure compliance with this chapter
- Assisting in the resolution of contracting issues, and for submitting required VSBE Program reports or information

Direct Solicitations

- Agencies can directly contact VSBEs under Category 1 and Category 2 Small Procurements under \$15,000.
- They communicate via email and phone call to certified vendors in the eMMA database
- Make sure the VSBE contact information is up to date and vendor contacts are reachable people from the Public Database Search

Vendor Email	Corporate Phone Number	Website

VSBE Utilization

- Maryland awards procurement contracts to VSBEs in 2 capacities- Either as a Prime Contractor or a Subcontractor
- As a Prime Contractor- the State's only legal contractual relationship is with the prime contractor
- As a Subcontractor – the subcontractor only has a legal contractual relationship with the prime, not the State



VSBE Prime Contractors

- Agencies/Departments vet VSBEs for inclusion in bid response. This includes:
 1. Getting quotes
 2. Assessing the skills/capabilities
 3. Getting the VSBE firm's consent to be included in the bid response
- Have references and/or past performance information readily available
- Have competitive pricing
- Request Pricing/Quote before committing to a certain price to ensure all variables/materials/equipment, etc. are accounted for.
- Make sure VSBE commitments are clearly, completely and accurately stated on the VSBE forms

VSBE Subcontracting

C. VSBE Subcontracting Provisions.

(1) Solicitation Content. The solicitation shall contain provisions requiring bidders or offerors to:

(a) Identify specific work categories within the scope of the procurement appropriate for subcontracting;

(b) Conduct outreach through the Database or utilize the U.S. Small Business Administration and other resources and databases to assist in identifying potential veteran vendors. The veteran-owned vendor shall be a certified VSBE at the time of submission of the bid or proposal.

(c) Solicit certified VSBEs and veteran-owned firms in writing at least 10 days before bids or proposals are due, describing the identified work categories and providing instructions on how to bid on the subcontracts;

(d) Attempt to make personal contact with the VSBEs solicited and to document these attempts;

(e) Assist VSBEs to fulfill, or to seek waiver of, bonding requirements; and

(f) Attempt to attend prebid or other meetings the procurement agency schedules to publicize contracting opportunities to VSBEs.

Procurement Review Group

- VSBE Liaison
- Procurement
- Program Office
- Scope of Work
- Budget
- Market Research
- Subcontracting opportunities
- Socioeconomic designation
- OSP approval

Pre Proposal Conference

- Procurement Officer
- VSBE Liaison
- Program Office
- Summary Sheet
- Qualifications
- Contract Requirements
- Scope of Work
- Socioeconomic Goals
- Proposal Format
- Selection Process
- Questions

VSBE Forms

21.11.14.07- Procurement Solicitations

(5) **The VSBE participation schedule shall:**

- (a) Include the name of each VSBE that will participate in the project; and
- (b) Include the percentage of the contract to be paid to each VSBE for the work or supply.

(6) The failure of a bidder to accurately complete and submit the VSBE utilization affidavit and participation schedule may result in a determination that the bid is not responsive.

(7) The failure of an offeror to accurately complete and submit the VSBE utilization affidavit and the VSBE participation schedule may result in a determination that the proposal is not susceptible of being selected for award.

VSBE Form Deficiencies

EFFECTIVE OCTOBER 1, 2025

The passing the Procurement Reform Act of 2025 (PRA) allows bidders/offerors to correct deficiencies in the VSBE forms.

If a Procurement Officer determines that a deficiency exists in a VSBE form, the Procurement Officer shall:

- Notify the bidder or offeror of the deficiency, and
- Require the bidder or offeror to submit an amended form correcting the deficiency within a reasonable time period.

Fraud

- A certified VSBE was listed in a bid or proposal without its permission
- A VSBE is offered payment solely for the use of its State of Maryland issued VSBE Certification Number in bid/solicitation documents
- The certified VSBE gave permission to be listed in the bid documents, but its services were not used to perform the contract
- Suspected Abuse of the VSBE Program

Debriefing

State of Maryland Procurement Manual

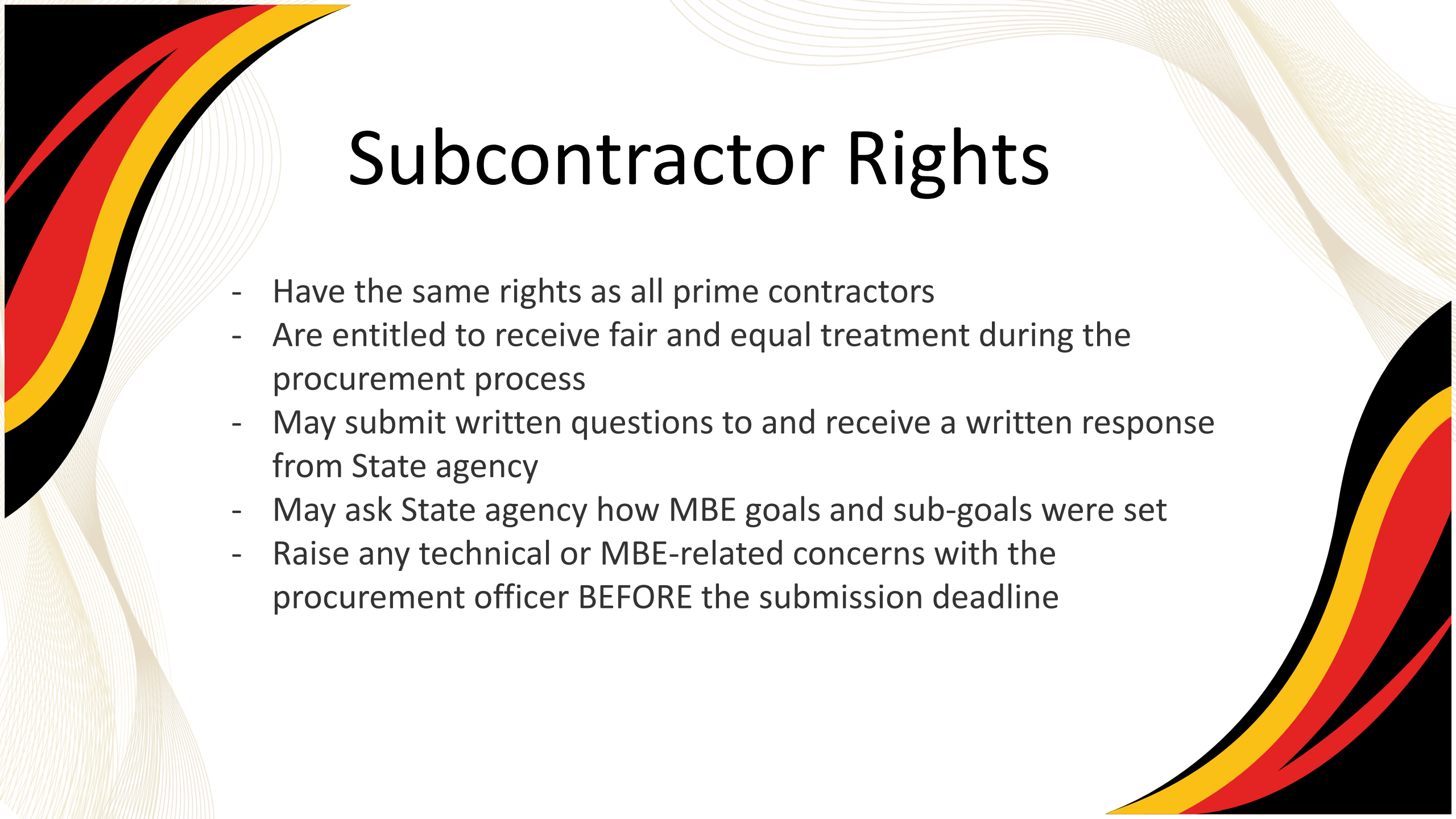
Section 6.11 Unsuccessful Offeror Debriefings:
States an unsuccessful offeror may submit a written request within reasonable time for a debriefing to the Procurement Officer

VSBE Contract Award

- Prime or a subcontractor
- Prime > State
- Sub > Prime
- Must be State VSBE certified
- VSBE Participation Schedule
- Prime invoices > State
- Sub invoices > Prime

Prime Contractor Rights

- May add VSBE subcontractors, but not at the expense of originally-named VSBE subcontractors
- Must ask to remove VSBEs, but must demonstrate good cause
- Any additions, removals or other changes to original VSBE participation commitments must be approved in writing by the VSBE Liaison
- COMAR 21.11.03.12 (Amending Participation Schedule); after award, must have prior written consent of VSBE liaison to change Participation Schedule



Subcontractor Rights

- Have the same rights as all prime contractors
- Are entitled to receive fair and equal treatment during the procurement process
- May submit written questions to and receive a written response from State agency
- May ask State agency how MBE goals and sub-goals were set
- Raise any technical or MBE-related concerns with the procurement officer BEFORE the submission deadline

Subcontractor Responsibilities

- Carefully review all forms and agreements before signing
- Keep copies of all documents
- Never sign a blank form presented by a prime contractor; all documents should be completed before you sign
- Keep good records/documentation
- Complete and submit monthly VSBE payment forms and other required State submissions on time
- Deliver goods and/or services as promised
- Get advance written confirmation of requests for additional work

VSBE Compliance

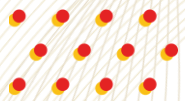


- As a part of the compliance process for the VSBE program, Prime contractors should monitor, facilitate, and ensure compliance to VSBE Program Laws, Regulations, Guidelines, Policies, and Objectives.
- Both Prime Contractors and State personnel are responsible for the proper treatment of Small, Minority, Women & Veteran business owners while operating on state funded contracts.
- Before awarding a contract that includes a VSBE goal, the procurement officer shall use the Database to confirm that the VSBE vendor named to fulfill an established VSBE contract goal is certified by the Office of Small, Minority & Women Business Affairs (OSBA)



VSBE Payment Reports

- Primes and subcontractors are required to complete the monthly VSBE payment reports
- Please email the Monthly Payment form for each month
- Prime contractors and all VSBE subcontractor payment reports by the 10th of each month
- Prime contractors will not receive credit for the submission of the VSBE payments if the subcontractor fails to submit their monthly payment reports



VSBE Attachment E Forms

<https://procurement.maryland.gov/wp-content/uploads/sites/12/2018/04/AttachmentE-VSBEForms.pdf>

Attachment E. Veteran-Owned Small Business Enterprise (VSBE) Forms

E-1 VSBE UTILIZATION AFFIDAVIT AND PRIME/SUBCONTRACTOR PARTICIPATION SCHEDULE

(Submit with Bid/Proposal)

This document **MUST BE** included with the Bid/Proposal. If the Bidder/Officer fails to complete and submit this form with the Bid/Proposal, the procurement officer may determine that the Bid/Proposal is not responsive/not reasonably susceptible of being selected for award.

In conjunction with the Bid/Proposal submitted in response to Solicitation No. _____, I affirm the following:

1. VSBE Participation (PLEASE CHECK ONLY ONE)

☐ I acknowledge and intend to meet IN FULL the overall verified VSBE participation goal of ____%. Therefore, I will not be seeking a waiver.

OR

☐ After making good faith outreach efforts prior to making this submission, I conclude that I am unable to achieve the VSBE participation goal. I hereby request a waiver, in whole or in part, of the overall goal. Within 10 Business Days of receiving notice that our firm is the apparent awardee, I will submit all required waiver documentation in accordance with COMAR 21.11.14.09. If this request is for a partial waiver, I acknowledge that I must complete Attachment E-1A (VSBE Subcontractor Participation Schedule) and Attachment E-1B (Signature Page) for the portion of the VSBE goal that I intend to meet. I acknowledge that by checking this box and requesting a full waiver of the stated goal, I must complete Attachment E-1B (Signature Page) in order to be considered for award.

Additional VSBE Documentation

I understand that if I am notified that I am the apparent awardee, I must submit the following additional documentation within 10 days of receiving notice of the apparent award or from the date of conditional award (in accordance with COMAR 21.11.14.08), whichever is earlier.

- (a) VSBE Waiver Request Affirmation and Good Faith Efforts Documentation to Support Waiver Request (Attachment E-1E)
- (b) VSBE Outreach Efforts Compliance Statement (Attachment E-2); and
- (c) Any other documentation, including waiver documentation, if applicable, required by the Procurement Officer to ascertain Bidder/Officer responsibility in connection with the VSBE participation goal.

I understand that if I fail to return each completed document within the required time, the Procurement Officer may determine that I am not responsible and therefore not eligible for contract award. If the contract has already been awarded, the award is voidable.

Information Provided to VSBE firms

In the solicitation of subcontract quotations or offers, VSBE subcontractors were provided not less than the same information and amount of time to respond as were non-VSBE subcontractors.

E-4
VSBE PARTICIPATION
VSBE Prime Contractor Paid/Unpaid Invoice Report

Report #:	Solicitation #:
Reporting Period (Month/Year):	Contracting Unit:
Note to Report Preparer: <i>Report is due by the 10th of the month following the month the services were provided. Please number reports in sequence.</i>	Contract Amount:
	VSBE Subcontract Amount:
	Project Start Date:
	Project End Date:
	Services Provided:

Prime Contractor:	Contact Person:
Address:	
City:	State: ZIP:
Phone:	E-mail:
VSBE Subcontractor:	Contact Person:
Phone:	E-mail:

Subcontractor Services Provided:		
List all payments made to VSBE subcontractor named above during this reporting period:	List dates and amounts of any outstanding invoices:	
Invoice #	Amount	Invoice # Amount
1.		1.
2.		2.
3.		3.
4.		4.
Total Dollars Paid: \$		Total Dollars Unpaid: \$

- If more than one VSBE Subcontractor is used for this contract, you must submit separate forms for each VSBE Subcontractor.
- Return an electronic signed copy of this/each form to the following e-mail addresses:

Contract Monitor/Contracting Unit	VSBE Liaison
E-mail	E-mail
Phone Number	Phone Number
Contractor Signature (Required)	Date

E-5
VSBE PARTICIPATION
VSBE Subcontractor Paid/Unpaid Invoice Report

Report #:	Solicitation #:
Reporting Period (Month/Year):	Contracting Unit:
Note to Report Preparer: <i>Report is due by the 10th of the month following the month the services were performed. Please number reports in sequence.</i>	VSBE Subcontract Amt:
	Project Start Date:
	Project End Date:
	Services Provided:

VSBE Subcontractor Name:		
VSBE Certification #:		
Contact Person:		
Address:		
City:	State:	ZIP:
Phone:	E-mail:	

Subcontractor Services Provided:		
List all payments received from Prime Contractor during reporting period indicated above.	List dates and amounts of any unpaid invoices over 30 days old.	
Invoice Amount	Date	Invoice Amount Date
1.		1.
2.		2.
3.		3.
4.		4.
Total Dollars Paid: \$		Total Dollars Unpaid: \$
Prime Contractor:		Contract Person:

- Return an electronic signed copy of this/each form to the following e-mail addresses:

Contract Monitor/Contracting Unit	VSBE Liaison
E-mail	E-mail
Phone Number	Phone Number
Subcontractor Signature (Required)	Date

Contract Modification

- Alteration in the specifications
- Must be mutually agreed upon
- Change of Subcontractors
- Modification Approvals



Contract Renewal

- State exercise its option
- State's right to extend contract
- State's sole discretion
- Period of time will be stated in original contract

Year End Closing



Prime Contractor to provide a final invoice for the fiscal year (7/1 to 6/30)



If 6/30 is your contract end date (no modification issued, or option being exercised). Label as final contract invoice.

Successful Certified Vendors



- Understand the Maryland Procurement System & eMMA
- Completed their market research, completed State trainings on How to Do Business with Maryland, and have a solid State Capability Statement
- Understand each program certification, roles (priming vs. subcontracting), and required participation forms
- Have identified primes and state agencies to create relationships with and attend networking events that are beneficial for connections
- Have compliance measures in place



Best Practices

- Meet all deliverables on time
- Keep good records to document project progress and VSBE subcontracting performance
- Get confirmation from the state in writing about approved change order work outside of the original contract scope
- Comply with monthly VSBE payment reporting requirements
- Be your biggest advocate

Coming Soon!

From the Procurement Reform Act 2025:

New Veteran-Owned Small Business Reserve (VSBR) Program-
Maryland's first veteran **prime contracting** preference program with
the Maryland Military Department and the Maryland Department of
Veteran & Military Families

- **Eligible businesses must be a certified VSBE**

Upcoming VSBE Outreach



Maryland

Veterans Small Business Week *Celebration*

*Maryland government & business leaders honoring
U.S. Veterans Small Business Week 2025*

College Park Aviation Museum

1985 Corporal Frank Scott Dr., College Park, MD

Reception Sponsored
by



NOV 5th

5 - 7 PM

RSVP

Spread the word

Register Here



Engage, support & recognize exemplary vet owned small businesses from every region of our Old Line State

Upcoming VSBE Outreach

Maryland Veteran Symposium

**VETERANS DAY** **THANK YOU**
HONORING ALL WHO SERVED

Monday, November 10th, 2025
8:00 – 9:00 PM
Meeting ID: 883 4006 9283
Passcode: 160492

Moderator: Delegate Mike Rogers

- ❖ Building a Mission-Driven Business
- ❖ Navigating Maryland Procurement Opportunities



- ❖ Maryland's Veteran-Owned Small Business Enterprise (VSBE) Program
- ❖ Compliance and Certification

Panelist


Sec Ed Rothstein
Acting Secretary
Maryland Department of
Veterans and Military Families


Mr. James "JW" Radford
U.S. Air Force Veteran
Founder & CEO of
Trust Consulting Services


Ms. Danielle Davis
Compliance Manager
Veteran Small Business
Enterprise


Ms. Roslyn Davis
U.S. Air Force Veteran
President & CEO of
RoDa Business Solutions

Service to Our Nation: Veteran Entrepreneurs



**Join the Office of Small, Minority & Women Business Affairs
Monthly 2025 Certification Workshop!**

This November workshop will be hosted in Baltimore County. Join us for an informative Certification Workshop hosted in collaboration with StartUp at the Armory, at Towson University, and local small business resources. This workshop is designed to provide information on local small business resources including the and assist vendors seeking a Certified Small Business (CSB) certification or re-certification for the Small Business Reserve (SBR) Program and the Veteran-Owned Small Business Enterprise (VSBE) Program.

Registration required. Vendors must create an eMMA vendor account prior to the event. Paid parking garages available.

Networking starts at 9:30 A.M. Program to promptly start at 10:00 A.M.

You must bring:

- Your own Laptop (required to complete the certification process)
- Google Chrome browser
- Tax ID Number (EIN)
- For VSBE Certification: Electronic copy of your DD214
- For SBR Certification: Electronic access to the last 3 years of your business' gross sales (2024, 2023, and 2022 tax returns) and number of employees

Registration Required



Thursday, November 14, 2025
9:30 A.M. - 12:30 P.M.
StarUp @ the Armory
307 Washington Ave, Towson, MD 21204

Scan the QR Code





Moving Maryland's Veterans Forward

Special Survey!

Question #1:

Do you feel that starting the Bonding Requirement on construction contracts at \$400,000 instead of \$100,000 will make it easier for you to compete for such contracts?

Question #2:

What challenges have you faced as a vendor attempting to secure a performance bond for construction contracts?

www.gomdsmlbiz.maryland.gov

Let us know what you think!

SURVEY



Scan the QR Code
to take the Survey!



RESOURCES



Mining Public Data Techniques

[eMaryland Marketplace
Advantage \(eMMA\)](#)

[Procurement Forecast](#)

[Board of Public Works](#)

[Communicating with
Confidence](#)

T.I.P.S.

SMALL BUSINESS

WEBINAR SERIES

TRAINING & INSIGHTS for
PROCUREMENT SUCCESS



2 free webinars monthly



10 a.m. – 12 p.m.



Subject Matter Experts

To Learn More Visit us by
scanning the QR Code



Visit our website

gomdsmallbiz.maryland.gov

- 2 free webinars every month
- No cost to attend
- Register in advance to receive the participation link
- Download the presenter's slide deck
- Access video recordings of all classes on our YouTube playlist

Keep Learning



T.I.P.S. Webinar Series Playlist

-  **Doing Business with the State of Maryland - July 25, 2024**
StateMaryland • 2 views • 1 day ago
2:03:45
-  **Crafting A Compelling Capability Statement - July 23, 2024**
StateMaryland • No views • 1 day ago
2:04:30
-  **Anatomy of a Bid - June 27, 2024**
StateMaryland • No views • 1 day ago
1:48:57
-  **Strategies for Digital Marketing - June 25, 2024**
StateMaryland • No views • 1 day ago
1:38:22
-  **Maryland's Veteran-Owned Small Business Enterprise (VSBE) Program**
StateMaryland • 76 views • 2 months ago
2:00:24

<https://www.youtube.com/playlist?list=PLlgoHh4Po1J0W63akD6aGAU8JmT0qzOrX>



goMDsmallbiz.maryland.gov

Upcoming

Friday
November 14 , 2025

9:30 a.m.

[Maryland's](#)
[VSBE/SBR](#)

[Program Certification Workshop](#)
[@ StartUP at the Armory](#)
[Towson University](#)

Tuesday
November 18, 2025

10:00 a.m.

T.I.P.S. Small Business Webinar:
[Anatomy of a Bid](#)
[for Prime and Subcontractors](#)

Friday
November 21, 2025

10:00 a.m.

T.I.P.S. Small Business Webinar:
[Unlocking A.I. for Your Business:](#)
[Your 5-Hour Weekly Advantage](#)

Partners

Maryland APEX Accelerators
(formerly PTAC)

<https://www.marylandapex.org/>

Greater Baltimore SCORE

<https://greaterbaltimore.score.org/>

Maryland Women's Business Center
(MWBC)

<https://marylandwbc.org/>

Baltimore-Metro Women's Business Center
(Balt-Metro WBC)

<https://www.baltmetrowbc.org/>

Maryland Small Business Development
Center (SBDC)

<https://www.marylandsbdc.org/>

Resources

Office of Small, Minority & Women Business Affairs

<https://gomdsmallbiz.maryland.gov/Pages/default.aspx>

Maryland's Office of Minority Business Enterprise (OMBE)

<https://www.mdot.maryland.gov/tso/pages/Index.aspx?PagelId=90>

Maryland Department of Commerce

Maryland Financial Incentives for Business

<https://commerce.knack.com/maryland-funding-incentives>

Maryland Entrepreneur HUB

<https://marylandentrepreneurhub.com/>

Follow Us!

Office of Small, Minority & Women Business Affairs



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<https://gomdsmallbiz.maryland.gov>

Thank You!

Thank
you

Danielle Davis

VSBE Compliance Manager

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