# **HUBZONE PROGRAM**



# **Solution Summary**

After getting your business registered in the System for Award Management (SAM), US Federal Contractor Registration (USFCR) will determine if your business's principle location is in a Historically Underutilized Business Zone (HUBZone). With USFCR's HUBZone service, we will further evaluate your HUBZone qualification by determining the residency of your employees. Then, we will get your business in compliance for the HUBZone set-aside.

### **HUBZone CHALLENGES**

# **Processing**

Registering as a HUBZone business can be complex and time consuming for those not familiar with processing government paperwork.

# **Compliance Penalties**

Errors in the HUBZone certification can cause a business to face penalties and delays. The certification must be renewed annually.

### **Location Documentation**

The HUBZone set-aside requires thorough proof and documentation of a business's primary location.

# **Employee Residence**

In order to qualify as a HUBZone, a business needs to gather up-to-date information on their employees' residences to ensure that 35% of them reside in the HUBZone.

### **INSIDE USFCR'S SOLUTION**

By outsourcing the HUBZone certification process, businesses save time and money getting in compliance for this set-aside.























### SAM REGISTRATION PREQUALIFICATION DOCUMENTATION **ASSISTANCE**

**USFCR** assists client in SAM.

# **USFCR** determines

business's principal location is within a HUBZone.

**USFCR** helps gather and verify proof of location for the HUBZone set-aside.

### **EMPLOYEE** VERIFICATION

**USFCR** gathers information on the residence of the client's employees.

### **PROCESSING**

USFCR processes the certification for the HUBZone set-aside.

### COMPLIANCE

Business becomes recognized as an HUBZone entity.

### **BENEFITS**

## **Speed and Accuracy**

USFCR provides fast and accurate government registration services.

# **Compliance Maintenance**

With USFCR, you get one year of support and maintenance for your HUBZone certification.

# **Document Preparation**

USFCR will help gather and prepare your principal location documents to ensure fast acceptance.

# **Employee Verification**

USFCR will thoroughly process each of your employee's addresses to make sure your business is within the HUBZone threshold.











