

MWBE Certification Assessment Tool



Division of Minority and Women's Business Development

About the Division of Minority and Women's Business Development ("DMWBD")

DMWBD's mission is to promote equality of economic opportunities for **minority and women-owned business enterprises ("MWBEs")** and to eliminate barriers to their participation in state contracting. We supplement New York State's economic leadership with information and resources that increase access to information and opportunities for minority and women-owned businesses throughout the state. We provide customers with exceptional service, integrity, and accountability using both proven and innovative methods.

What is the MWBE Certification Assessment Tool?

DMWBD is here to support MWBEs. The **MWBE Certification Assessment Tool ("self-assessment tool")** helps MWBE applicants better understand the criteria for NYS MWBE certification and aims to improve our customer service. The purpose of the self-assessment tool is to assist MWBEs in the preliminary steps toward certification. It is created for informational and educational purposes only and does not offer legal advice or guarantee certification.

NYS MWBE Certification Eligibility Criteria

To be NYS MWBE certified, a firm must demonstrate that it is a for-profit business enterprise that is **at least fifty-one percent (51%) owned, operated, and controlled**, independently of any other business, **by one or more minority or women-owners, in accordance with Article 15-A of the Executive Law** and the MWBE Regulations.

Accessing the MWBE Certification Assessment Tool

The self-assessment tool is located on DMWBD's website: www.esd.ny.gov/mwbe.html and specifically under the **"How do I become MWBE certified?"** section. It can also be accessed directly by visiting: <https://esd.ny.gov/doing-business-ny/mwbe/mwbe-certification-assessment>



Navigating New York State's MWBE Certification Process

Step 1



How do I become MWBE certified?

Use the MWBE Certification Assessment Tool to take the preliminary steps towards NYS MWBE certification.

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How do I recertify or update my profile?

Seeking to be certified or recertified, or been instructed to submit a new application? Get started here.

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Is your business already certified?

Log in to the New York State Contract System to access your account and view a list of all New York State MWBE certified firms.

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How do I navigate the appeals process?

If your application for MWBE certification was denied, we've compiled a detailed guide to your next steps.

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I confirm I have read the disclaimer before accessing the self-assessment * Yes

1. If applying for WBE certification, is the business owned at least 51% by women who are also US citizens or permanent resident aliens? *
- Select -
2. If applying for MBE certification, is the business owned at least 51% by minority group members (as defined in Executive Law 15-A) who are also US citizens or permanent resident aliens? *
- Select -
3. If applying for MWBE certification, is the business owned at least 51% by women minority group members (as defined in Executive Law 15-A) who are also US citizens or permanent resident aliens? *
- Select -
4. Has the business been engaged in business activities for at least one year? *
- Select -
5. Is the business publicly traded? *
- Select -
6. Is the business authorized to do business in New York State? *
- Select -
7. In the last year, has the business made a contribution to the New York State economy through the payment of taxes to New York, the purchase of New York State-made products or materials or having payroll in New York State? Select N/A only if the business is applying in an industry with a Small Business waiver. *
- Select -
8. Over the last four quarters, has the business had an average of more than 300 employees? Select N/A only if the business is applying in an industry with a Small Business waiver. *
- Select -
9. In the last year, has the business actively conducted business in New York State by either performing work or working towards obtaining work in New York State? *
- Select -
10. Do the majority owners relied upon for certification have personal net worths of less than \$15 million? (Select N/A only if the business is applying in an industry with a Personal Net Worth waiver). *
- Select -
11. Have the majority owners relied upon for certification made capital contributions to the business that are proportionate to their equity interest in the business? *
- Select -
12. Does the business currently hold a certification from one of the programs listed in the drop-down menu? *
- Select -

Completion of the MWBE Certification Assessment Tool

Once the self-assessment tool has been completed, based on the responses, MWBEs will receive a response and suggestions about next steps in the certification process. While utilizing this tool does not offer legal advice or guarantee certification, it allows prospective businesses to assess if they meet the NYS MWBE certification eligibility criteria.

As always, we look forward to continuing to welcome MWBEs as a New York State certified business!

NEED MORE
INFORMATION?

Visit our website: www.esd.ny.gov/mwbe.html or
phone our Customer Care Team at (212)803-2414

A Division of Empire State Development