

OVERVIEW

This is the application to serve on the California Department of General Services (DGS) Small Business Advisory Council (SBAC). An applicant must be either a certified small business (SB)/disabled veteran business enterprise (DVBE) owner or a SB or DVBE association representing at least 35 members, organized under the laws of California and have a SB interest in state contracting, procurement and projects – specifically in the areas of commodities, construction, IT goods and services, and professional services. The full criteria for membership can be found in Article IV of the Council Charter. You can find the charter and other information on the [SBAC webpage](#)

APPLICANT INFORMATION

NAME

As a member of the DGS SBAC I will represent a:

Certified Small Business or Disabled Veteran Business Enterprise

Small Business Association/Organization Membership

Note: You are not required to name an alternate member if you apply as a Certified SB/DVBE. You are required to name an alternate member if you apply as a Small Business Association/Organization Membership

PROFESSIONAL INFORMATION

BUSINESS OR ORGANIZATION NAME

DGS CERTIFICATION NUMBER

NUMBER OF MEMBERS REPRESENTED

BUSINESS OR ORGANIZATION ADDRESS

CITY

STATE

ZIP

GEOGRAPHICAL COVERAGE (cities, counties, state, regions, etc.)

PRIMARY MEMBER INFORMATION

NAME

TITLE

WORK PHONE NUMBER

WORK EMAIL ADDRESS

ALTERNATE MEMBER INFORMATION

Note: You must name an alternate member if you are a Small Business Association/Organization Membership

NAME

TITLE

WORK PHONE NUMBER

WORK EMAIL ADDRESS

SUPPLEMENTAL QUESTIONS

Why are you interested in becoming a member of the DGS SBAC?

What experience with SB/DVBE advocacy will you bring to the DGS SBAC?

What SB/DVBE advocacy goals will you pursue as a member of the DGS SBAC?

How does your current role and experience contribute to the SBAC mission? Please provide examples.

On what commissions, boards, councils and committees do you currently serve? Please provide a list.

SUPPLEMENTAL DOCUMENTS

Submit the following documents along with your application

Resume or biography

Two letters of recommendation from professional references that support your appointment to the DGS SBAC

OATH OF ALLEGIANCE

Members of the DGS SBAC, before they enter into duties of his or her role on the Council, shall take the following oath to uphold Articles II through X identified in the DGS SBAC Charter.

By signing the oath, DGS SBAC Members understand and acknowledge the statements identified in the DGS SBAC Charter. Each member through their signed commitment will serve on the DGS SBAC for his or her term and work with DGS to advance and improve the state's efforts to support economic opportunities for California's small businesses and disabled veteran business enterprises. Please print, sign and date the application.

PRIMARY MEMBER SIGNATURE

DATE

ALTERNATE MEMBER SIGNATURE

DATE

SUBMISSION INSTRUCTIONS

Please submit the application and all supplemental documents to DGSSBCouncil@dgs.ca.gov

OR

Mail to:
Department of General Services
Procurement Division
Attn: Outreach Section
707 3rd Street, 2nd Floor
West Sacramento, CA 95605

Thank you for your application. DGS will review your application and respond within 30 days.