

Disabled Veteran Business Enterprise Certification Requirements – Frequently Asked Questions

The following FAQ's provides detailed information for firms that are applying for certification or re-certifying.

1. Why is the certification program only for California disabled veterans? It should be like the federal disabled veteran program.

The DVBE certification program is authorized by the California Military and Veterans Code Section 999 et seq. and mandates that the disabled veteran be domiciled in California.

2. Must a DVBE business be located in California?

No. The home office must be located within the United States. It cannot be a branch or subsidiary of a foreign firm. A foreign firm is considered a company outside of the United States.

3. Does the corporation or a partnership have to be at least 51 percent owned by a disabled veteran to receive DVBE certification?

Yes. One or more qualified disabled veterans can meet this requirement.

4. Can a disabled veteran owning only 51 percent of a limited liability company receive certification?

No. One or more disabled veterans must own 100 percent of a limited liability company.

5. Must the disabled veteran manage and control the corporation?

A disabled veteran must manage and control the day-to-day operations, as well as the overall destiny of the business.

6. Do the disabled veteran majority owners who own at least 51 percent of the business need to also manage and control the daily operations of the firm?

A disabled veteran who controls the daily operations is not required to be a business owner. There are two requirements; the first is ownership and the second is control. Usually, one person performs both roles, but the disabled veteran owner can add disabled veteran managers to meet the control requirement. Any disabled veteran in either role must meet all qualifications and provide an Award of Entitlement letter.

7. What percentage rating of service-connected disability must a disabled veteran possess?

A disabled veteran must possess at least a 10 percent service-connected disability rating as stated in the Award of Entitlement Letter.

8. How do I obtain a copy of my Award of Entitlement Letter?

To obtain a copy of your letter, you may go to [Veteran Affairs eBenefits Homepage](#). Under "Manage Benefits", click on VA Letters to register and obtain an updated copy of your letter. As a Veteran, there is no cost to you for this service.

9. Do you need my Discharge Papers (DD214)?

No. Only the Award of Entitlement Letter is required.

Note: The Letter must be dated within six months of the DVBE application date.

10. Why do you need federal tax returns?

Federal tax returns are mandated by the California Military & Veterans Code. Tax returns aid in establishing that the disabled veteran is the majority owner of the business.

11. Do I need to submit federal tax returns for businesses that are affiliated with my firm?

Business affiliates are not required to be disclosed to obtain DVBE certification. However, disclosure of business affiliates is a Small Business application requirement.

12. Do I need to submit the Employment Development Department's Quarterly Contribution Return and Report of Wages (Continuation) DE 9C with my application?

No. This is a Small Business application requirement.

13. How do I apply for DVBE certification?

For instructions on applying for DVBE certification go to [Apply for or Re-Apply for Certification as a Small Business and/or Disabled Veteran Business Enterprise](#) webpage.

14. Can I renew my DVBE Certification online?

Yes. You may complete the online re-certification application via [Cal eProcure Home Page](#). Visit the [Apply for or Re-Apply for Certification as a Small Business and/or Disabled Veteran Business Enterprise](#) webpage for step-by-step instructions.

15. What is the term for DVBE certification?

The term is two years.

16. How can I expedite my application?

For instructions on how to request an expedite refer to the [File Certification Expedite Request for Business](#) webpage.

Office of Small Business & DVBE Services (OSDS)

If you have any questions in regards to the certification frequently asked questions, or the certification process, contact the office at (916) 375-4940 or OSDShelp@dgs.ca.gov.