

MWBE Fast-Track Application



Division of Minority
and Women's
Business Development

Are you seeking certification as a Minority and/or Woman-Owned Business Enterprise in New York State?

Does your business already hold a certification from a NYS partner agency?

New York State's Division of Minority and Women's Business Development offers an accelerated NYS MWBE application for firms certified by a **Fast Track Partner Agency**. Firms already certified through one of the partner agencies may submit a NYS MWBE application through the **Fast Track Partners Program**.

NYS Fast Track Partners:

- Joint Certification Committee of Erie County and City of Buffalo*
- New York City Department of Small Business Services (SBS)*
- Port Authority Of New York/ New Jersey (PANY/NJ)*
- New York & New Jersey Minority Supplier Development Council, Inc.
- Women President's Educational Organization (Women's Business Enterprise National Council – NY Chapter)
- U.S. Small Business Administration's Federal 8(a) Program
- DBE Unified Certification Program (UCP) Program, Nationwide

Does your business qualify?

- Has your firm secured certification through one of our **Fast Track Partners**?

AND

- Are you a first-time applicant for NYS MWBE certification?

Answered Yes? You qualify to submit a Fast Track Application!

Once you have been certified with one of our **Fast Track Partners**, you are eligible to submit a shorter application with fewer supporting documents required by New York State.

How to submit a Fast Track Application:

Submitting an application for certification with the NYS Division of Minority and Women's Business Development is a couple of clicks away! The Division has a fully integrated online certification process, the New York State Contract System: ny.newnycontracts.com.

All applications require an account in the New York State Contract System.

Three Clicks to Set Up an Account:

1. **Click** "Create an Account" under Option # 1
2. **Fill out** required fields and create an account in NYS Contract System
3. **Select** "I would like to create an account in the system" and click "Next"

To Launch an Application:

New York State-Based Firms Three Clicks to Launch a FAST TRACK Application:

1. **Click** "Your firm is NOT currently certified by New York State"
2. **Click** "Your firm is based in New York State and is currently certified as an MBE and/or WBE by one of the entities listed below"
3. **Click** "Submit a MWBE Fast Track application"

Out of State Firms Three Clicks to Launch a NEW Application:

1. **Click** "Your firm is NOT currently certified by New York State"
2. **Click** "Your firm is not certified by any of the New York agencies listed, is not a Disadvantaged Business Enterprise (DBE) certified firm or a Federal 8(a) firm"
3. **Click** "Submit a NEW MWBE application"

* These organizations also participate in the one-stop certification program

HAVE QUESTIONS? MWBE Hotline: (212) 803-2414 | Email: MWBECertification@esd.ny.gov
www.esd.ny.gov/mwbe.html