

Purchasing Under a FEMA Award: Utilizing SBA Resources

This fact sheet provides information regarding Small Business Administration (SBA) resources available to non-federal entities (NFE) to assist in compliance with the applicable socioeconomic contracting rules found at [2 C.F.R. § 200.321](#).

SBA Resources

When contracting under a FEMA award, NFEs are required to take all necessary affirmative steps to assure that small and minority-owned businesses, women’s business enterprises, and labor surplus area (LSA) firms are used when possible. One of the affirmative steps requires NFEs to use the resources, as appropriate, of such organizations as the SBA and the Minority Business Development Agency (MBDA) of the U.S. Department of Commerce. See [2 C.F.R. § 200.321\(b\)\(5\)](#). NFEs should document the use of these resources by saving records of searches in their procurement files. See [Procurement Disaster Assistance Team Field Manual](#). The following are step-by-step instructions to access these resources.

Step 1: NFEs can use the Dynamic Small Business Search tool to view databases of small and minority businesses, women’s business enterprises and LSA firms. Access the search tool through [SBA - Dynamic Small Business Search](#).

Step 2: Select the applicable state or territory. NFEs can narrow the search by Congressional District, County, Area Code, Metropolitan Statistical Area, SBA Servicing Office, or Zip Code. NFEs can also search for businesses in a specific LSA, which is designated and published by the Department of Labor by federal fiscal year. More information regarding LSA firms can be found by visiting: [Labor Surplus Area | U.S. Department of Labor \(dol.gov\)](#).

Location of Profile

States:
(any state)
AL - Alabama
AK - Alaska
AA - American Atlantic (APO/FPO)
AE - American Europe (APO/FPO)
AP - American Pacific (APO/FPO)
AS - American Samoa
AZ - Arizona
AR - Arkansas
CA - California

Searching within a State:
(Requires exactly one state from the State list at left.)

Congressional District: [Help](#)

County: Select 1 State, then press Lookup [Lookup Help](#)

[\(How to make multiple selections.\)](#)

Area Code or Phone Number Initial Fragment

Metropolitan Statistical Area [Help](#)

SBA Servicing Office [Help](#)

Zip Code or Zip Code Initial Fragment



Step 3: To search for minority businesses, select “Any Minority Owned” under the “Ownership and Self-Certifications” section.

Ownership and Self-Certifications

- Any Minority Owned:
 - Any Native American Owned:
 - Tribally Owned
 - Alaskan Native Corp (ANC) Owned
 - Native Hawaiian Org (NHO) Owned
 - Other Native American
 - Other Minority Owned

Step 4: To search for women’s business enterprises, select “Any Self-Certified Women-Owned Small Business” under the “Ownership and Self-Certifications” section.

- Any Self-Certified Women-Owned Small Business: ([search help](#))
 - Self-Certified Women-Owned Small Business under the Women-Owned Small Business Program ([more information](#))
 - Self-Certified Economically Disadvantaged Women-Owned Small Business under the Women-Owned Small Business Program
 - Self-Certified Women-Owned Small Business Joint Venture
 - Self-Certified Economically Disadvantaged Women-Owned Small Business Joint Venture

Step 5: Enter the specific North American Industry Classification System (NAICS) code for the applicable industry in the “Specific Nature of Business” section. These NAICS codes may be found on www.naics.com, or by using the SBA list identifying small business size by NAICS code: [Size Standards Table \(sba.gov\)](http://sba.gov).

Specific Nature of Business

NAICS Codes: Any All (slower) [Help](#)

"Buy Green" NAICS Codes: Any All (slower) [Help](#)

Keywords: Any All (slower) [Help](#)

Step 6: Scroll down to the bottom of the page and click on “Search Using These Criteria” to run the search.

NOTE: Search results will be randomized by the time of day you press the "Search Using These Criteria" button.

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* [Privacy & Security](#) * [Information Quality](#) * [FOIA](#) * [No Fear Act](#) * [ADA](#)

NFEs may choose to run separate searches for minority businesses, women’s business enterprises, and, if applicable, LSA firms. The search site has a “Help” tab at the top of the page with useful guidance on maximizing the search tool based on a user’s operating system and device. **NOTE:** The use of SBA resources should be documented to demonstrate compliance with the federal procurement requirement found at [2 C.F.R. § 200.321\(b\)\(5\)](http://2.C.F.R. § 200.321(b)(5)).