



ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
BUSINESS ENTERPRISE PROGRAM AND VETERAN BUSINESS PROGRAM
RECOGNITION CERTIFICATION CHECKLIST

The Business Enterprise Program and Veteran Business Program have agreements with other certifying agencies and offer a streamlined certification process for businesses currently certified by any of the following entities:

- City of Chicago
- Chicago Transit Authority (CTA)
- Illinois Department of Transportation (IDOT)
- METRA
- PACE
- Cook County
- Chicago Minority Supplier Development Council
- Mid-States Minority Supplier Development Council
- Women's Business Development Center
- Cook County (Veteran/Services-Disabled Veteran Business Enterprise)
- United States Department of Veteran Affairs Center for Verification and Evaluations (CVE) VOSB/SDVOSB

Recognition certification is valid for 1 year.

Each applicant business is required to submit:

- BEP/VBP application affidavit signed by an authorized officer of the firm and notarized
- Current certification from the above list of recognized certifying agencies
- Current license(s) (local, county, and state business license(s), permit(s), and professional license(s) (e.g., contractor, architect, or engineer's registration as required by law))
- Most recent** U.S. Federal Corporate and/or LLC Partnership Income Tax Return, for firm and **all affiliates** (including all attachments and schedules)

Please note: applicant may be asked to supply other documentation including the prior year's income tax information, if necessary.

To apply, create an account and complete the online application through the BEP Certification Portal:
<https://cms.diversitycompliance.com/>

Need Help?

Irma Lopez, BEP Outreach Manager, at 312-814-7012 or email at CMS.BEP.Outreach@Illinois.gov
BEP Front Desk at 312-814-4190 or 1-800-356-9206 or email us at BEP.CMS@Illinois.gov