



VETERAN BUSINESSES PROGRAM Recognition Application Checklist

The Recognition Application process allows for seamless access and certification into the State of Illinois' Veteran Business Program (VBP). This application is designed to streamline the certification process while decreasing the wait time before participating in state procurement opportunities. If you are already certified with one of the agencies listed below, you can submit a Recognition Application.

VBP Partner Agencies

- City of Chicago
- Cook County
- Small Business Administration (SBA) - Office of Veterans Business Development

Each applicant business is required to submit:

- Current certification from the above list of recognized certifying agencies.
- VBP application affidavit signed by an authorized officer of the firm and notarized.
- Copy of the most current business income taxes with all schedules and attachments.

If approved, your BEP certification renewal date will mirror your host agency's renewal date.

When necessary, applicants may be asked to supply other documentation, including the prior year's income tax information. Failure to provide these documents may result in a delay or denial of your certification renewal.

How to Apply:

To apply, create an account and complete the online application through our user-friendly Supplier Diversity Management Portal at <https://ceibep.diversitysoftware.com>. This streamlined process is designed to make your application experience as seamless as possible.

For assistance, contact us at:

Phone: 312-814-4190 or 1-800-356-9206
Email: CEI.BEP.Certification@Illinois.gov