



BEP CERTIFICATION PROCESS

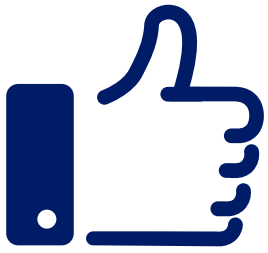
APPLY ONLINE



website cms.diversitycompliance.com

- Step 1: Click on Apply for and/or VBP Certification
- Step 2: Create an account
- Step 3: Now that you have created an account you are able to login into the portal and begin the certification application process.

APPLICATION/DOCUMENT REVIEW



The BEP team will review your application

Application and documents are reviewed for completeness by the analyst assigned to the file. The Certification Analyst will review applications for M/WBE and person with disability Certification.

QUESTION & ANSWERS



Work with our team to answer any questions

The Certification Analyst will create a question and answer on the certification portal for the vendor to address the missing items and it must be uploaded to the portal.

APPLICATION DECISION



If your application is approved, you will be notified via e-mail and is good for 7-year(s) with the condition that you complete each year a No Change Affidavit (NCA) application.