

**MBE/EDGE Certification Workshop:  
*Let's Do Business Together***

Thursday, Nov. 18, 2010  
12:30 to 4:30 p.m.

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**Agenda:**

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| 12:30 to 12:45 p.m. | What is MBE/EDGE?<br>Overview of the Certification Process <ul style="list-style-type: none"><li>• Turnaround time for application</li></ul> Post Certification: What happens now?  |
| 12:45 to 2:45 p.m.  | Certification Application <ul style="list-style-type: none"><li>• Walk through application</li><li>• Set up account for Ohio Business Gateway (OBG)</li><li>• How to log in and out of OBG while safely saving information</li><li>• Supporting documentation necessary to complete application (to be mailed to Equal Opportunity Division: MBE/EDGE Unit)</li></ul>   |
| 2:45 to 3 p.m.      | Break   |
| 3 to 4:15 p.m.      | MBE Set Aside Program/State Procurement Opportunities <ul style="list-style-type: none"><li>• Type of state contracts</li><li>• What are set asides?</li><li>• How do you go about being awarded a set aside contract?</li><li>• Navigating the State's website</li><li>• How to find procurement opportunities</li><li>• Notices from EOD</li><li>• Networking and contacting State Procurement Officers</li></ul> |

For more information regarding the MBE/EDGE application or the Ohio Department of Administrative Services' Equal Opportunity Division's outreach initiatives, contact the Equal Opportunity Division at 614.466.8380.