

# Attention all *Small, Women-Owned and Minority-Owned Businesses!*

The Norfolk Department of Housing and Community Development and Virginia Department of Small Business & Supplier Diversity invite you to

# Go SWaMming!

with Virginia's SWaM certification program

- **FREE** SWaM (*small, women-owned and minority-owned*) sessions to help you **certify your business and file an application** have been offered since late August!
- **JOIN** the **St. Paul's Transformation initiative** or seize the next **city/state contract opportunity** by getting your SWaM certification!



**Economic Inclusion is our Commitment**

**PARTICIPATION GOALS** on construction contracts awarded with:

- **At least 13.3% certified women-owned businesses**
- **At least 12% certified minority-owned businesses**

## 1. Certification Information

The 2-hour **SWaM Certification Information** session covers:

- Understanding the SWaM program
- Types of certification
- The online application process
- How to navigate the eVA Procurement Portal, and more

## 2. Application Assistance

The 2-hour **SWaM Application Assistance** session gives hands-on guidance to fill out the SWaM certification application. There is no cost to file the application. After submission, applications are processed in about 60 business days. Bring a laptop to file an application on the spot!

## Important Notes

Both sessions will be held at the **City of Norfolk's Department of Housing and Community Development** located at 501-A Boush Street in Norfolk.

- Registration is on a first-come, first-served basis and space is limited, so **register today**. For more information, contact us at 757-664-6800 or [stpaulstransformation@norfolk.gov](mailto:stpaulstransformation@norfolk.gov).

**See reverse for session dates and times.**

# Let's go SWaMming!

## Schedule of Free SWaM Workshops:

<b>SEPTEMBER 14</b>	<b>SWaM Hands-on Certification Application Assistance*</b> 9 a.m. – 11 a.m. <u>or</u> 1 p.m. – 3 p.m. (choose one)	
<b>OCTOBER 3</b>	<b>SWaM Certification Information</b> 10 a.m. – 12 p.m.	
<b>OCTOBER 3</b>	<b>SWaM Hands-on Certification Application Assistance*</b> 1 p.m. – 3 p.m.	
<b>OCTOBER 24</b>	<b>SWaM Hands-on Certification Application Assistance*</b> 9 a.m. – 11 a.m. <u>or</u> 1 p.m. – 3 p.m. (choose one)	
<b>NOVEMBER 2</b>	<b>SWaM Certification Information</b> 10 a.m. – 12 p.m.	
<b>NOVEMBER 2</b>	<b>SWaM Hands-on Certification Application Assistance*</b> 1 p.m. – 3 p.m.	

\* There is no cost for assistance or to apply. Once an application is submitted, processing takes about 60 business days, or three months.

Stay tuned for additional sessions coming this December, January, and February!

**Location of sessions:** Department of Housing and Community Development Office  
(501-A Boush Street. Parking available at York Street garage. Bring ticket for validation.)

For more information, call 757-664-6800 or email at [stpaulstransformation@norfolk.gov](mailto:stpaulstransformation@norfolk.gov).