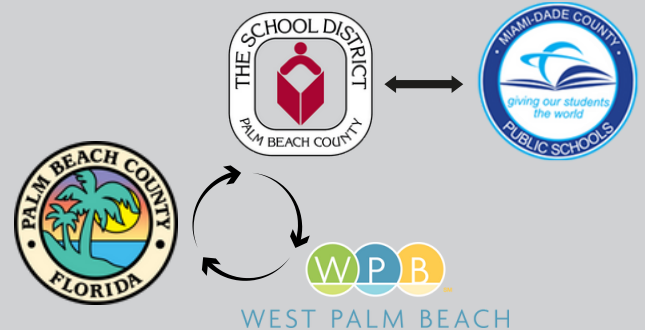




# The Office of Diversity in Business Practices at the School District of Palm Beach County

## Certifying with ODBP Through the Interlocal Program:

It's easy to certify with us through the Interlocal Partnership Program. If you currently hold an SBE or M/WBE certification with the Palm Beach County Office of Equal Business Opportunity, City of West Palm Beach, or Miami-Dade County Public Schools Office of Economic Opportunity, follow these steps:



### 1. Request a completed and signed Interlocal Cover Sheet from your certifying agency.

- City of West Palm Beach: 561-282-1286
- Palm Beach County (OEBO): 561-616-6840
- Miami-Dade County Public School: 305-995-1321

2. Use the completed Interlocal Cover Sheet to fill in your online Certification Application for the School District of Palm Beach County through Supplier Diversity Management System (B2G Now) at <https://palmbeachschools.diversitycompliance.com> or scan the QR code.



### 3. Submit the application with the following MANDATORY documents:

- Small Business Enterprise (SBE) Certification Affidavit or Minority/Women Business Enterprise Application Affidavit
- Interlocal Certification Cover Sheet
- Certificate from original agency
- Copy of your Passport, Driver's License, or Birth Certificate

## Recertifying with ODBP Through the Interlocal Program:

1. If you already hold, or have held in the past, an SBE or M/WBE certification with ODBP through the Interlocal Program, **DO NOT** submit a recertification application. You should follow the steps above to submit a **NEW** Interlocal application.

## Certifying with Other Agencies Through the ODBP Interlocal Program:

1. Request a completed and signed Interlocal Cover Sheet from ODBP by completing the Inter-local Cover Sheet Requisition Form at <https://tinyurl.com/InterlocalForm> or scan the QR code.
2. Contact one or more of the agencies above with which you wish to certify for more information.

