



## COMMUNITY DEVELOPMENT COMMISSION WMBE FREQUENTLY ASKED QUESTIONS

**Question:** Who should complete this application?

**Answer:** Any firm who is either a women or minority owned business in the construction field.  
Such as:

- Construction Contractor
- General Contractor
- Supplier of Construction Goods
- Specific Construction Trade

**Question:** Why is there a recognition process for DuPage County Community Development Commission?

**Answer:** The CDC is required by HUD (2CFR part 200) to provide all funding recipients with a WMBE list. The funding recipient is then required to send a notice to any appropriate WMBE businesses from the list of Minority and Women Owned Businesses. This list is distributed at all preconstruction meetings.

**Question:** What if I am certified through another organization?

**Answer:** If you are certified as a WMBE by the City of Chicago, Cook County, Illinois Department of Central Management, Minority Supplier Development Council, Inc., Women's Business Enterprise National Council and Woman-Owned Small Business Certification thru SBA.GOV, then you need only to fill out page one (1) and four (4) of the application along with a copy of the certification letter or certificate from any of the above-mentioned agencies.

**Question:** How do I apply for Community Development Commission WMBE recognition?

**Answer:** You may call and request a copy of the application be sent to you or you may download it from our website

[https://www.dupageco.org/Community\\_Services/Community\\_Development\\_Commission/1387/](https://www.dupageco.org/Community_Services/Community_Development_Commission/1387/)  
and return in the completed application packet. This may either be mailed, emailed or faxed using the information below.

DuPage County Community Development Commission  
421 N. County Farm Road, Room 2-800  
Wheaton, IL 60187  
Fax: 630-407-6601  
[communitydev@dupageco.org](mailto:communitydev@dupageco.org)

**Question:** How long is the WMBE recognition status by the Community Development Commission effective?

**Answer:** Recognition is good for one year

**Question:** How do I continue this status?

**Answer:** Annually, a form letter will be sent requesting if WMBE status has stayed the same, changed, or if the organization is no longer interested in being on the CDC list. If there has been a change, a new recognition application will need to be completed along with supporting documentation reflecting the change. If no response is heard by the deadline in the letter, the firm's name will be removed from the CDC WMBE list.

\* If the business is corporation located outside of the State of Illinois, also provide proof of Authority to transact Business. If the business is an LLC located outside of the State, also provide proof of Admission to Transact Business.