

Department of  
Veterans Affairs

# Memorandum

Date: March 13, 2017

From: Director, Center for Verification and Evaluation

To: Stakeholders

Subject: VA 1-Year Verification Extension

The Department of Veterans Affairs (VA), Office of Small and Disadvantaged Business Utilization (OSDBU) remains dedicated to employing a verification process that effectively responds to the concerns raised by the Veteran business community. On February 21, 2017, the VA published in the Federal Register a change to 38 CFR Part 74, extending the eligibility period for firms verified in the Veterans First Contracting Program from two (2) to three (3) years. The purpose of this change is to reduce the administrative burden on VOSBs/SDVOSBs regarding participation in VA acquisition set asides. The rule change extending the eligibility period will take effect on **March 21, 2017**.

1. All firms that are currently verified as of March 21, 2017 will be automatically granted an additional one (1) year of eligibility. This eligibility extension will be reflected in the Vendor Information Pages (VIP). Updated verification approval letters will not be sent.
2. For verified firms that have submitted reverification applications on or before March 21, 2017, and:
  - a. If your application has not yet been assigned to a Case Analyst, your reverification application will be administratively removed from further processing. Your current eligibility verification period will be extended one (1) year as outlined above, and you will be eligible to apply for reverification when you are within 120 days of the expiration of your new eligibility period, or
  - b. If your application has been assigned to a Case Analyst,
    - i. CVE will continue processing your reverification application and your current eligibility period will be extended for one (1) year so that your eligibility will not lapse during the processing of the reverification application. If your reverification application is approved, you will be granted a new three (3) year eligibility period, or
    - ii. If you do not wish to continue with the reverification process, you may withdraw your reverification application and your verification eligibility period will be extended one (1) year as outlined above. You may reapply when you are within 120 days of the expiration of your new eligibility period.
3. For previously-verified firms that have an open reverification application in process but expired prior to March 21, 2017:
  - a. You will not receive an extension, as your period of eligibility has expired.

- b. CVE will continue processing your reverification application. If your reverification application is approved, you will be granted a new three (3) year eligibility period.
4. All verification approval letters sent on or after March 21, 2017 will reflect a three (3) year eligibility period.

If you have any questions about this process, please contact the Call Center at (866) 584-2344 and [vip@va.gov](mailto:vip@va.gov).



Thomas McGrath  
Director,  
Center for Verification and Evaluation (CVE)