



## Pre-Decision Process Fact Sheet

### Issue:

In an effort to better service all Veterans, the Center for Verification and Evaluation (CVE) enhanced its verification process. CVE's goal is to increase overall eligibility for the Veterans First Contracting Program. The Pre-Decision Process (PDP) is a step toward achieving that goal. PDP aims to increase application approval rates, while giving business owners more time to correct findings that may lead to a potential denial.

### Discussion:

PDP allows Service-Disabled Veteran-Owned Small Businesses (SDVOSBs) and Veteran-Owned Small Businesses (VOSBs) the opportunity to **WITHDRAW** an application instead of receiving a denial letter. Withdrawal gives applicants the option to correct any issues with their business documents and ***immediately*** reapply for verification. However, a denial requires businesses to wait six (6) months before reapplying. Firms will still have the ability to enter Request for Reconsideration if the denial option is chosen.

The process allows companies the opportunity to withdraw an application, correct any issues that would have led to denial and then reenter the CVE verification process at the start of the application process. It does not allow new document submission before withdrawal.

### Pre-Decision Process Steps:

1. An Email is sent to the business owner listing current "Findings" that may lead to the issuance of a denial letter based on process recommendations. The Email gives the owner the option to receive a denial letter or withdraw the application, correct their business documents, and reapply when ready.
2. CVE calls the Veteran to explain the pros and cons of continuing with denial or withdrawing their application.
3. The Veteran decides which option is best for their business and responds to CVE via Email within two (2) business days with their decision.
4. If an application is withdrawn, the applicant can reapply once the issues identified in the initial Pre-Decision Email are corrected. All previously submitted documents will remain in CVE's secure case management system and will not have to be resubmitted when starting a new application.
5. If the Veteran chooses to continue with the denial process, the firm will have to wait six (6) months before restarting their application or apply for the Request for Reconsideration Process. All previously submitted

documents will remain in CVE's secure case management system.

6. All Veteran-owned companies are encouraged to work with our [VA Certified Counselors](#) to address the issues identified in their Pre-Decision letter.

Check out the [Top 10 Reasons for Denial](#) to increase your business' approval chances by avoiding common mistakes. The best way to increase a firm's approval chances is to utilize any of the following resources:

To get more information about verification application resources, please visit [Verification Assistance](#)

Visit <http://www.va.gov/osdbu> for more information about CVE and the Verification Process.

**The Center for Verification and Evaluation**

866-584-2344  
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Status Update:

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