

“Getting Back 2 Business”

Frequently Asked Questions

Question: How many participants from my company may attend the conference?

Answer: No more than two representatives per company can attend.

Question: Is lunch provided?

Answer: Participants are encouraged to purchase a boxed lunch in advance during online registration. Boxed lunches will not be available for purchase on-site. Participants who do not purchase lunch during registration are responsible for making their own lunch arrangements.

Question: How do I prepare for the conference?

Answer: To prepare for the conference, participants will need to know their company’s NAICS code(s), D-U-N-S Number, and research which HHS operating divisions procure their particular service(s) and whose mission you can support. Click [here](#) for “Know Before You Go” video.

Participants are also encouraged to bring marketing tools including a corporate capability statement and business cards.

In an effort to be environmentally friendly, it is requested that participants print the necessary documents below prior to the conference, as handouts will not be distributed on-site.

- NAICS Codes
- 2016 B2B Conference Agenda (Check back closer to conference date for final agenda)

Question: What is a corporate capability statement?

Answer: A corporate capability statement is an overview of your company’s capabilities including services provided and past performances.

Question: What is a NAICS Code?

Answer: The North American Industry Classification System (NAICS) classifies business establishments in order to collect, analyze, and publish statistical data about the U.S. economy.
The NAICS industry codes define establishments based on their primary activities. Visit sba.gov to determine your NAICS code(s).

Question: What is a D-U-N-S number?

Answer: Data Universal Numbering System or D-U-N-S Number is Dun & Bradstreet's (D&B) copyrighted, proprietary means of identifying business entities on a location specific basis.

Assigned and maintained solely by D&B, this unique nine-digit identification number has been assigned to over 100 million businesses worldwide.

A D-U-N-S Number remains with the company location to which it has been assigned even if it closes or goes out-of-business. The D-U-N-S Number also "unlocks" a wealth of value added data associated with that entity, including the business name, physical and mailing addresses, trade styles ("doing business as"), principle names, financial, payment experiences, industry classifications (NAICS), socio-economic status, government data and more. The D-U-N-S Number also links members of corporate family trees worldwide.

Question: **How do I get a D-U-N-S Number?**

Answer: Visit <http://www.dnb.com/get-a-duns-number.html>

Question: **What is a Matchmaking Session?**

Answer: The Matchmaking Sessions are pre-scheduled meetings with HHS operating division (OpDivs) staff and other government representatives to discuss how your company may assist that OpDiv accomplish its mission. Participants are strongly encouraged to research which HHS operating divisions are procuring services within their NAICS codes.

Scheduling will be offered on a first-come, first-served basis.

Question: **What are socio-economic programs?**

Answer: The government offers many tools to help small business build their potential to successfully compete in the federal sector. The socio-economic programs are:

- 8(a) Business Development Program
- Small Business
- Small Disadvantaged Business
- Service Disabled Veteran-Owned Small Business
- Woman-Owned Small Business
- HUBZone