

ASTERISM · PARTNER PATH · PREPARED FOR MYA · GLASSHOUSE STANDARDS

Your path, *Mya*.

Every step from where you are today to certified, contracted, and paid.

This is your personal companion to the GlowStrm subcontracting how-to. It covers only what applies to GlassHouse Standards — an AI standards and communication support firm believed to be Delaware-registered — whether you join GlowStrm contracts on the AI-standards lane, as project manager, or both. Prepared July 21, 2026.

HOME STATE

**Delaware
(Confirm)**

YOUR LANE

**AI Standards ·
PM**

CAN SUB TODAY

**Yes — No Cert
Needed**

CERT PATH

**DE OSD → Full
VA SWaM**

01 · WHERE YOU STAND

You hold the widest *door*.

You can work on a GlowStrm contract right now. As a subcontractor under GlowStrm's Virginia SWaM certification, GlassHouse needs no certification of its own — the intake file in Step 2 is everything, and none of it involves a government agency.

If Delaware is confirmed, your certification ceiling is the highest in the collective. Delaware sits in Virginia's fully open reciprocity group: with Delaware home-state certification (Office of Supplier Diversity), GlassHouse is eligible for *complete* Virginia SWaM certification — the same small-business status GlowStrm holds. That's a path to one day priming Virginia set-asides in GlassHouse's own name, with GlowStrm subbing under you.

Everything starts with one fact-check: the state on your formation documents. If GlassHouse turns out to be registered somewhere other than Delaware, the path changes — so before anything else, pull the certificate of formation and confirm.

In order, *at your pace.*

1 Confirm the foundation

Pull GlassHouse's formation documents and confirm the state of registration (believed Delaware) and EIN. This single fact decides your entire certification path — do it first.

2 Build your intake file with GlowStrm

Mutual NDA · W-9 · certificate of insurance (general liability + professional liability) · GlassHouse capability statement · your résumé · written rate agreement. Complete file = GlowStrm can price you into bids immediately.

3 Choose your lane — or don't, yet

AI standards & communication support as a service line, project management on GlowStrm contracts, or both. The legal steps are identical either way, so this decision never blocks the paperwork. Rate agreement can carry separate rates per role.

4 Delaware OSD certification

Apply for Delaware's supplier diversity certification through the Office of Supplier Diversity. This is your home-state credential — the key that unlocks Virginia.

5 Full Virginia SWaM

With the Delaware certification in hand, apply to Virginia SBSD under the out-of-state policy for full SWaM certification. Certified, GlassHouse can be counted toward SWaM goals by large primes — and eventually prime VA set-asides directly, with eVA vendor registration when that day comes.

6 Work the contracts

Per pursuit: Teaming Agreement at bid → Subcontractor Agreement at award → deliver → invoice GlowStrm. Virginia public contracts carry a prompt-payment clause: the prime pays subs within seven days of being paid, or explains in writing what's withheld and why (Va. Code § 2.2-4354). Year end: 1099-NEC.

YOUR INDEPENDENCE, PROTECTED

Every engagement is per contract, against deliverables — including any project-management role. PM work especially must stay structured as independent consulting (your hours, your methods, multiple clients welcome), because an open-ended PM arrangement is exactly the shape regulators re-read as employment. We keep it clean by design.

Why this collective needs *your seat*.

GlowStrm already sells AI-era communications work — workshops, advisory, and AI-readiness offers.

GlassHouse's AI-standards lane deepens that offer with governance and standards credibility, and your project-management capacity strengthens every multi-partner bid the collective submits. In the other direction, wherever GlassHouse primes its own work, GlowStrm's strategic communications scope and SWaM credentials are available to your team. The public language describing any of this gets written together before either capability statement changes.

Prepared as planning material, not legal advice. Certification requirements are confirmed with Delaware OSD and Virginia SBSD (804-786-6585) before filing; agreements are attorney-reviewed before signing.

Take it *with you.*

The same checklist that lives on your Asterism page (asterism.glowstrm.com/mya), on paper. Print it, pin it, check it off — and when items move, tap them Done on your page so we both see the progress.

Step 1 — Confirm the Foundation

- ☐ Pull formation documents — confirm state of registration (believed DE)
- ☐ Locate the EIN letter (IRS CP-575)
- ☐ Insurance in place — general liability + professional liability (E&O)
- ☐ Certificate of insurance (COI) issued

Step 2 — My GlowStrm Intake File

- ☐ Sign the mutual NDA with GlowStrm
- ☐ Send my W-9
- ☐ GlassHouse capability statement
- ☐ Rate agreement — signed (per-role rates welcome)

Step 3 — Choose My Lane (never blocking)

- ☐ Decide: AI standards lane, project management, or both
- ☐ Co-write the joint language with Sharéa

Step 4 — Delaware OSD Certification

- ☐ Review OSD requirements & gather documents
- ☐ Apply & track to approval

Step 5 — Full Virginia SWaM

- ☐ Apply to Virginia SBSD for full SWaM certification
- ☐ (Later, optional) Register in eVA

Step 6 — First Contract Flow

- ☐ Teaming Agreement signed at bid time
- ☐ Subcontractor Agreement signed at award
- ☐ Invoicing set up (7-day prompt-pay clause, Va. Code § 2.2-4354)
- ☐ Year end — 1099-NEC received