



## DBE Program Links

**DBE/ACDBE Application Packet**  
<http://transportation.ky.gov/Civil-Rights-and-Small-Business-Development/Documents/DBEApplicationPacket.PDF>

**KYTC's Small Business Development Branch**  
<http://transportation.ky.gov/Civil-Rights-and-Small-Business-Development/Pages/SmallBusinessHome.aspx>

**US DOT Disadvantaged Business Enterprise Program**  
[www.dot.gov/osdbu/disadvantaged-business-enterprise](http://www.dot.gov/osdbu/disadvantaged-business-enterprise)

**FHWA Disadvantaged Business Enterprise Program**  
[www.fhwa.dot.gov/civilrights/programs/dbess.cfm](http://www.fhwa.dot.gov/civilrights/programs/dbess.cfm)

**49 Code of Federal Regulations Part 26**  
[www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title49/49cfr26\\_main\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title49/49cfr26_main_02.tpl)

**North American Industries Classification Codes (NAIC)**  
[www.naics.com/](http://www.naics.com/)

**Small Business Administration**  
[www.sba.gov](http://www.sba.gov)

## Contact Information

**Kentucky Transportation Cabinet**  
Office for Civil Rights and  
Small Business Development

**Disadvantaged Business Enterprise Program**  
200 Mero Street, Sixth Floor West  
Frankfort, KY 40622

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## Disadvantaged Business Enterprise Program (DBE)



## DBE Contracting Opportunities

**Construction  
Supplier  
Vendor of Goods  
Professional Services  
Business Services**

## What is the DBE Program?

The DBE Program is intended to ensure nondiscrimination in the award and administration of US DOT-assisted contracts in the highway, transit and airport programs.

The goals of the program are to ensure a "level playing field" on which DBEs can compete fairly for US DOT-assisted contracts, improve the flexibility and efficiency of the DBE program and reduce burdens on small businesses.

In accordance with 49 CFR 26, KYTC has set specific project goals for participation on Federally-funded projects. Contractors are required to make a good faith effort to meet those goals with businesses that are DBE certified by KYTC.

## The Requirements

If you wish to be considered for DBE certification, your business must meet the following general guidelines:

1. The business must be at least 51% owned by one or more socially or economically disadvantaged individuals. A socially disadvantaged individual is a citizen (or lawfully admitted permanent resident) who is a member of one of the following groups: African American, Hispanic American, Native American, Asian-Pacific American, Subcontinent American or Woman.
2. The company must be an independent business and one or more of the socially disadvantaged owners must control its management and daily operations.
3. Only existing "for-profit" businesses may be certified and DBE applicants are subject to applicable Small Business Size standards requirements. Visit [www.sba.gov/content/small-business-size-standards](http://www.sba.gov/content/small-business-size-standards) for more information.

4. The personal net worth (PNW) of each socially and economically disadvantaged owner must not exceed \$1.32 million (excluding ownership interest in the firm and the equity in his/her primary residence).

## The Certification Process

If a business meets the basic requirements and wishes to become a certified DBE, it may apply using the following procedure:

▲ Submit the UCP application, PNW Statement and all required documentation. Visit the KYTC Office for Civil Rights and Small Business Development (OCRSD) website to download the UCP application packet.

▲ Upon review of the application and required documentation, the KYTC OCRSD personnel will arrange an on-site inspection and interview the firm's principal owners to review financial capacity and make a recommendation to the DBE Certification Committee regarding findings.

▲ The Certification Committee reviews the application and recommendation to determine eligibility. If the application is approved, the applicant is notified in writing by the OCRSD and certification is issued and classified according to the firm's products and services.

▲ Once certified, all DBEs must submit a "No Change Affidavit" and "Personal Net Worth Statement" annually to reconfirm their business eligibility status. An on-site inspection and owner interview occurs every three years.

▲ If the applicant is not approved, the applicant is notified as to the reasons for denial.

Out-of-state businesses must be DBE certified in their home state before seeking certification in the Commonwealth of Kentucky.

## The Benefits

1. Certified businesses will be listed in the DBE Directory which is widely disseminated to governmental, public, contractor and private procurement entities soliciting bids on projects. The DBE Directory is a successful marketing tool for DBEs.

2. DBEs have access to a list of work items typically subcontracted by prime contractors and consultants. This information is key to generating new business opportunities.

3. DBEs receive information regarding upcoming KYTC projects and the prime contractors/consultants that have shown interest in them.

4. Certified businesses will qualify to meet subcontracting goals for US DOT federally-assisted construction projects.

5. DBEs are eligible for KYTC's DBE Supportive Services program designed to contribute to the long-term development, increased opportunities and eventual self-sufficiency of individual DBE firms so that these businesses may achieve proficiency to compete on an equal basis for Federal-aid program contracts and subcontracts.

