The DBE Program is a federal requirement legally enforced through Title VI of the Civil Rights Act of 1964 and authorized in each Transportation Bill from ISTEA to FAST ACT.

**DBE Policy**

WisDOT Disadvantaged Business Enterprise (DBE) Program is embodied in the Code of Federal Regulations 49 CFR part 26. The program exists to remove barriers and provide opportunities for business owners who have historically had limited access to engagement in the transportation industry.

WisDOT will take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contract.

WisDOT will not discriminate on the basis of race, color, national origin, or gender in the award and performance of any USDOT assisted contracts in the administration of its DBE program or requirements 49 CFR part 26.
WHO CAN BE A DBE?
A small for profit business that is at least 51% owned and controlled by socially and economically disadvantaged individual(s).
- Asian-Indian Americans
- Asian-Pacific Americans
- Black Americans
- Hispanic Americans
- Native Americans
- Women
- Any individual deemed as socially disadvantaged resulting from circumstances beyond their control per 49 CFR part 29 appendix E.

ELIGIBILITY CRITERIA
Average Annual Gross Receipts of the business are less than $26.29 million.
Applicant must prove:
- 51% Ownership of Business
- Operational & Managerial Control
- Personal Net Worth is less than $1.32M
- Technical Competence in Work Area
- Firm is independent of other businesses

"The firm seeking certification has the burden of demonstrating by a preponderance of evidence that it meets the DBE requirements."
~49 CFR part 26.61

DOCUMENTS REQUIRED*
Complete:
- Uniform Certification Program Application (pg. 1-14)
- Signed & Notarized Affidavit of Certification (pg. 13)
Submit:
- Personal Net Worth Statement
- Requested Work / Geographic Area Summary
- Contractor Statement of Experience
- Three (3) years of tax returns
*Refer to the Supporting Documentation Checklist (pg. 14)

1. Go to https://wisconsindot.gov/Documents/doing-bus/civil-rights/dbe/uniform-certification-application-2019.pdf to obtain the Uniform Certification Program (UCP) DBE Application (pg. 1-14)
2. Send the completed UCP application with supporting documents to DBE_Alert@dot.wi.gov with subject line: Certification Application.
3. Certification Specialist annotates missing documents required per UCP instructions and supporting documents checklist.
4. Certification Analyst conducts a preliminary review of application submission.
5. Certification Specialist contacts applicant to schedule an onsite review.
6. Certification Specialist conducts the onsite visit using the WI UCP DBE Onsite Review Form.
7. Certification Analyst reviews all documents submitted to evaluate whether the firm meets the burden of proof for a certification decision.
8. Firm is sent a letter of approval or denial listing the decision per the federal regulations.
9. Applicant can appeal denial decision with USDOT.
10. Approved firms are published in the WI UCP DBE Directory which primes are required to use for contracts with assigned DBE goals.

PROFESSIONAL CONSULTING SERVICES include but are not limited to:
- Annual DBE Workshop Conference
- Business Automation
- Business Plan Consultation
- Capacity Building Business Assessment
- Guarantee for Mobilization Loan for working capital opportunity
- One-on-one Business Consultation
- Subscription to Bid Express Small Business Network

DBE SUPPORT SERVICES
The WisDOT DBE Program offers legal, financial and engineering services at no cost to WI DBE firms. Support Services are provided by professional consultants comprising a licensed CPA, contract attorney, marketing expert, and professional engineers.

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