



ACDBE Certification

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Presenter



Benefits of Certification

Why Should My Firm Become Certified?

- Participation in contracts with participation goals
- Consistent notification of contracting opportunities
- Reciprocity with local and national agencies with certification programs
- Marketing tool for your firm



Becoming Certified

Who Can Qualify as an ACDBE?

- Like DBE eligibility standards, applicants must prove
- Firm is for profit
- Independently owned, operated, and controlled by a socially and economically disadvantaged individual(s)
- Disadvantaged individual must possess 51 % ownership interest in the firm through real and substantial investments
- Must firm qualifies as a small business concern according to size criteria approved by FAA; presently \$56.42 million for non-car rentals and \$75.23 million for car rentals



Already Certified As ACDBE

JMAA or MDOT Certified Firms

- You do not need to reapply!
- To expand your certification to include new specialties, NAICS Codes, and be certified as an ACDBE, simply email your request to our certification specialist
 - **Note:** You must be able to prove that the principal owner controls the firm as it relates to the requested specialty and NAICS Code
 - **Note:** You must be economically disadvantaged with a PNW below 1.32 Million



Already Certified As ACDBE

JMAA or MDOT Certified Firms

- Your certification must be active and renewed every year
- When to renew
 - Once certified you must affirm on the anniversary date of your certification through an “affidavit of no change” that no changes have occurred in the operations of the firm that could affect your firm’s eligibility for certification



Non-ACDBE Certified Firms

Not Certified by JMAA, MDOT, or Another UCP as an ACDBE

- Apply for a new certification as an ACDBE at any time during the life of the firm
- There is no requirement for how long a firm must be operational before you can apply
- Must be ACDBE certified prior to bid opening
- Initial Application
- To apply for ACDBE certification, visit <https://jmaa.dbesystem.com/>

A photograph of a long, straight asphalt runway stretching into the distance under a cloudy sky. The runway has white markings, including a large arrow pointing forward. The sky is overcast with grey clouds. The runway is flanked by green grass and some trees in the far distance.

Already Certified by Another State's UCP

Certified as an ACDBE in Another State's UCP

- Interstate Applications

- MUCP does not accept the certification of firms certified as ACDBEs from Uniform Certification Programs in other states
- Out of State ACDBE certified firms will need to complete an Interstate Application in B2G
- Note: Interstate ACDBE firms must be certified with their state's UCP before beginning the interstate certification application process with JMAA

ACDBE Certification Checklist

Understanding Certification

- Affidavit of Certification
- JMAA Contractor & Vendor Application
- Personal Net Worth Statement (REQUIRED)
- Personal Federal tax returns for the past 3 years for each disadvantaged owner
- Federal tax returns filed by the firm and its affiliates with related schedules, for the past 3 years
- Bank authorization and signatory cards
- Documented proof of any transfers of assets to/from your firm and/or to/from any of its owners over the past 2 years
- Documented proof of contributions used to acquire ownership for each owner
- Schedule of salaries (or other remuneration) paid to all officers, managers, owners, and/or directors of the firm
- Signed loan and security agreements, and bonding forms
- Descriptions of all real estate owned/leased by firm and documented proof of ownership/signed leases
- List of all employees, job titles, and dates of employment
- List of equipment and/or vehicles owned and leased



ACDBE Certification Checklist

Understanding Certification

- Resumes for all owners, officers of firm and key personnel of the applicant firm
- Title(s), registration certificate(s), and U.S. DOT numbers for each truck owned or operated by your firm
- Both sides of all corporate stock certificates and your firm's stock transfer ledger
- Corporate bank resolution and bank signature cards
- Corporate by-laws and any amendments
- Minutes of all stockholders and board of directors'
- Meetings
- Official Certificate of Formation and Operating Agreement with any amendments
- Shareholders' Agreement(s)

Navigating B2G Module

Understanding Certification Navigating B2G

Apply for Certification

Search and/or join our database of certified vendors

[Search Certified Directory](#)

[Apply for / Renew Certification](#)

Register as a Vendor

Search and/or join our database of registered vendors

[Search Registered Vendors](#)

[Apply for Registration](#)

System Training

Learn how to fully utilize our system with a live trainer

[Training](#)

Outreach

Opportunities for vendor involvement

[View Outreach Opportunities](#)

[Events](#)

Account Access

Lookup Vendor accounts or reset user passwords

[Account Lookup](#)

[Forgot Password](#)

About the System

Learn more about this system and how it works today

[Information for Vendors](#)

Certification Process



- Complete Application
- Submit Application
- JMAA Reviews Application
- JMAA Conducts Site Visit or Request On-Site from Home State UCP

- JMAA – MUCP Makes Determination
- Posted in JMAA/MDOT (DBE) Directory
- Ongoing Monitoring



Thank You

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