How to Apply for DBE / ACDBE Certification

In-State Applications:

- Download and complete the [Application for DBE/ACDBE Certification](#) and the [Personal Net Worth (PNW) Statement](#) from the [NDOT Civil Rights Page](#). The application and the PNW must be signed and notarized before summiting to the NDOT Civil Rights office.

- The last page of the application is the Uniform Certification Application Supporting Documents Checklist. Please follow the checklist and submit all applicable documents as required with the application. For documents that are not applicable for your company, submit a written and signed statement indicating as such.

Out-of-State Applications:

- If the company has been certified in its home state less than three years, provide a completed copy of the application form, personal net worth statement, and all supporting documentation as was submitted to the home state at the time of original DBE/ACDBE application.

- If the company has been certified in its home state for more than three years, provide the following:

  - A completed, signed, and notarized copy of the NDOT Affidavit for Interstate Certification;

  - Copies of the last three years of [Annual Affidavits of No Change](#) as submitted to the home state, along with any documentation that was included (e.g., federal business tax return);

  - A copy of the most recent Personal Net Worth statement, as submitted to the home state, including any documentation that was included (e.g., federal personal tax return);

  - A copy of any letter of certification denial or decertification received by the firm from any other state, and a copy of any decision from the U.S DOT regarding an appeal of a denial or decertification.

Applications and supporting documentation may be emailed to ndot.hcro-dbe@nebraska.gov or mailed to the address shown below:

Civil Rights Office - DBE
Nebraska Dept. of Transportation
P.O. Box 94759
Lincoln, NE 68509-4759

Questions may be emailed to ndot.hcro-dbe@nebraska.gov or call 402-479-4531.