Personal Narrative (PN) of Social and Economic Disadvantage

Use of this form is optional.
We will accept Personal Narratives in any written format.

49 CFR § 26.5 defines a Socially and Economically disadvantaged individual as a citizen or lawfully admitted permanent resident of the United States who the certifier finds to be socially and economically disadvantaged on a case-by-case basis. The determination cannot be based in whole or in part on a presumption based on race or gender.

Why is a Personal Narrative required?

As required by 49 CFR § 26.67 (a) all Disadvantaged Business Enterprise (DBE) and Airport Concessionaires Disadvantaged Business Enterprise (ACDBE) applicants must demonstrate Social and Economic Disadvantage (SED) affirmatively based on their own experiences and circumstances within American society, and without any presumptions based on race or gender.

1) To satisfy the SED requirement and ensure **all determinations of disadvantage are not based in whole or in part on a presumption of disadvantage based on race or gender,** an owner must provide the certifier a Personal Narrative (PN) that establishes the existence of disadvantage by a preponderance of the evidence based on **individualized proof regarding specific instances of economic hardship, social barriers, or denied opportunities that impeded the owner's progress or success in education, employment, or business, including obtaining financing on terms available to non-disadvantaged individuals with comparable qualifications.**
2) The PN must identify at least one objective basis for the owner's disadvantaged status. The basis may be any identifiable status or condition. The PN must describe this Objective Distinguishing Feature (ODF) in sufficient detail to justify the owner's conclusion that it prompted economic hardship, social barriers, or denied opportunities that the owner experienced.
3) The PN must state how and to what extent the impediments caused the owner economic harm, including a full description of type and magnitude.

One or more socially and economically disadvantaged individuals must own at least 51% of the business. See 49 CFR § 26.69 for more information.

How to use this form to write your Personal Narrative:

Answer every section on the following pages of this form. The prompts are based on the requirements listed above and are designed to collect the Personal Narrative information that we need to evaluate your claim of social and economic disadvantage. This is required for DBE/ACDBE certification. You may include additional information to support your claim of social and economic disadvantage, but it is not required.

Each qualifying owner whose disadvantaged status is relied upon for certification must submit a Personal Narrative. You may use this optional form or another written format.

Business Name: _____

Your Name: _____

Your Percentage of Ownership: _____

The Basis of Your Social and Economic Disadvantage

What specific instances and circumstances of economic hardships, social barriers, or denied opportunities have you experienced in your lifetime?

- ✓ Identify and describe at least one objective distinguishing feature (identifiable status or condition) that is the basis for these experiences.
- ✓ Your examples must be in American Society. Please do not use examples that rely in whole or in part on presumptions of disadvantage regarding race or gender.
- ✓ Describe who, what, where, why, when, and how the disadvantage occurred.

- ✓ Remember to identify and describe in detail at least one objective, distinguishing feature (status or condition) that has prompted the economic hardship, social barriers, or denied opportunities that you experienced.

The Impacts on Education, Career, Business, and Financing

How have the economic hardships, social barriers, or denied opportunities (*that you listed in your response to Question 1*) created obstacles to your progress or success in any of the following areas? (include all that apply)

- ✓ Education
- ✓ Employment
- ✓ Business
- ✓ Obtaining financing or credit on terms available to non-disadvantaged individuals with comparable qualifications.

Describe the Economic Harm

How and to what extent have the obstacles and situations (*that you listed in your response to Question 2*) caused you economic harm?

- ✓ Provide a full description of the type of economic harm caused, including the extent or magnitude.
- ✓ Descriptions can relate to the Personal Net Worth Statement you are providing with your application.

Would you like to share anything else?

Please provide any additional information about your social disadvantage.

Will my Personal Narrative statement be released to the public or competitors?

No. The contents of your Personal Narrative (PN) and Personal Net Worth (PNW) statements are confidential. Under 49 CFR 26.109(a)(2), we are prohibited from releasing any information reasonably construed as confidential business information—which explicitly includes applications for DBE certification and supporting information—to any third party without your written consent. See USDOT Final Rule FAQ #15 for more info.