



**ALASKA UNIFIED CERTIFICATION PROGRAM (Alaska UCP)
Disadvantaged Business Enterprise (DBE)
Airport Concession Disadvantaged Business Enterprise (ACDBE)**

**Alaska Native Corporation (ANC) Application Checklist
For ANCs that are Applying under the Special Rules 49 CFR 26.73(i)**

Please provide the following:

Page 5 of the Uniform Certification Application

Current Business Information (see page 3 of this checklist)

By-laws and amendments of the underlying ANC (Parent Company)

Operating Agreement & Amendments (LLC Subsidiary)

Corporate Organizational Chart

Appendix A and B [Required for On-site Representative(s)]

Work Category Checklist

Copy of Professional License (if applicable)

Proof of Small Business Administration (SBA) 8(a) Certification, or one of the following:

1. Documentation that the ANC firm has been certified by the SBA as a Small Disadvantaged Business (SDB) within three years of the date it self-certifies as an SDB
2. Documentation that the ANC firm has received certification from another Federal procuring agency that it qualifies as an SDB
3. Documentation that the ANC firm has submitted an application for SDB certification to a Federal procuring agency and has not received a negative determination regarding that application
4. Correspondence from the SBA, pursuant to 13 CFR 121.1001(b)(6), that the ANC firm meets the SBA's applicable size standard for participation in the SBA SDB program
5. Correspondence from the SBA, pursuant to 13 CFR 121.1001(b)(7), that the ANC firm meets the SBA's applicable size standard for participation in the SBA SDB program

49 CFR 26.73(i)

What are other rules affecting certification?

(i) The following special rules apply to the certification of firms related to Alaska Native Corporations (ANCs).

(1) Notwithstanding any other provisions of this subpart, a direct or indirect subsidiary corporation, joint venture, or partnership entity of an ANC is eligible for certification as a DBE if it meets all of the following requirements:

(i) The Settlement Common Stock of the underlying ANC and other stock of the ANC held by holders of the Settlement Common Stock and by Natives and descendants of Natives represents a majority of both the total equity of the ANC and the total voting power of the corporation for purposes of electing directors;

(ii) The shares of stock or other units of common ownership interest in the subsidiary, joint venture, or partnership entity held by the ANC and by holders of its Settlement Common Stock represent a majority of both the total equity of the entity and the total voting power of the entity for the purpose of electing directors, the general partner, or principal officers; and

(iii) The subsidiary, joint venture, or partnership entity has been certified by the Small Business Administration under the 8(a) or small disadvantaged business program.

(2) As a recipient to whom an ANC-related entity applies for certification, you do not use the DOT uniform application form (see Appendix F of this part). You must obtain from the firm documentation sufficient to demonstrate that entity meets the requirements of paragraph (i)(1) of this section. You must also obtain sufficient information about the firm to allow you to administer your program (e.g., information that would appear in your DBE Directory).

(3) If an ANC-related firm does not meet all the conditions of paragraph (i)(1) of this section, then it must meet the requirements of paragraph (h) of this section in order to be certified, on the same basis as firms owned by Indian Tribes or Native Hawaiian Organizations.

CURRENT BUSINESS INFORMATION

FIRM NAME: _____

PHYSICAL ADDRESS: _____

MAILING ADDRESS: _____

BUSINESS PHONE: _____ FAX _____ CELL _____

BUSINESS EMAIL ADDRESS: _____

BUSINESS WEBSITE ADDRESS: _____

BUSINESS CONTACT PERSON: _____

HAS THE OWNERSHIP OF YOUR BUSINESS CHANGED? YES NO
(If so, please provide supporting documentation)

HAS THE BUSINESS STRUCTURE CHANGED? (i.e., Changed from a Sole Proprietor to a LLC)
 YES NO (If so, please provide supporting documentation)

HAS THE MANAGEMENT OF YOUR BUSINESS CHANGED? YES NO
(If so, please provide supporting documentation)

EMPLOYER IDENTIFICATION NUMBER (EIN) _____

AASHTOWare VENDOR ID: _____
(if none, please register here: <https://iris-vss.alaska.gov/>)

DO YOU WISH TO BE A GOOD FAITH EFFORT CONTACT? YES NO

Please note that your firm will continue to be listed as a certified DBE in the DBE Directory whether you check "Yes" or "No" to this question. If you check "Yes", prime contractors will be required to solicit your firm for bids. If you check "No", prime contractors are not required to solicit your firm for bids and it becomes your responsibility to contact prime contractors on the projects you wish to bid. Prime contractors must consider all bids submitted by DBE firms.

WHICH AREA OF THE STATE DO YOU WISH TO PROVIDE YOUR SERVICES?

Northern Region Central Region Southcoast Region

WHAT IS YOUR FIRM'S BONDING LIMIT? _____
(Please provide supporting documentation)

Signature of Business Owner

Date

DESCRIBE THE CHANGES TO YOUR BUSINESS OWNERSHIP:

DESCRIBE THE CHANGES TO YOUR BUSINESS STRUCTURE:

DESCRIBE THE CHANGES TO YOUR BUSINESS MANAGEMENT:
