



**Federal Aviation
Administration**

FAA Reporting: DBE & ACDBE Uniform Forms

Office Of Civil Rights

*ACHIEVING SAFETY
THROUGH DIVERSITY*

**Presented by: Patricia Wright
FAA DBE/ACDBE Compliance Specialist
For Western-Pacific Region**

**DBE Academy
January 25 – 27, 2016**



Reporting DBE Participation

- Revised Reporting Form (*same form with some changes*)
- Annual Reporting - previous fiscal year
- Due December 1, 2015 (FY-2015 reporting)
- All dollar amounts are to reflect only the Federal share of such contracts, and should be rounded to the nearest dollar.

DBE Uniform Form

- Section A - Contracts awarded and subcontracts awarded or committed
- Section B - Breakdown DBE contracts in Section A by ethnicity & gender
- Section C (New) - Payments on ongoing contracts
- Section D - Actual Payments on Contracts Completed

Changes to New Reporting Form

- **All DBE Prime Contracts to be reported in 8G and 8H (RN)**
- Ethnicity **AND** gender breakdown now required
- **NEW SECTION C ADDED**
 - Records payments of ongoing contracts

AIP Numbers

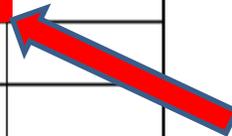
- The AIP numbers you enter in line 2 apply to all the data that you enter on the form.
 - If you enter prior year AIP numbers (prior to the year that you are reporting), you may also have data to enter in Section D, completed contracts.

Section A: Contracts Awarded & Subcontracts Awarded or Committed

8E and 8F = N/A

All **DBE Prime Contracts = Race Neutral Participation (8G and 8H)**

Awards/Commitments this Reporting Period										
	A	B	C	D	E	F	G	H	I	
A	AWARDS/COMMITMENTS MADE DURING THIS REPORTING PERIOD (total contracts and subcontracts committed during this reporting period)	Total Dollars	Total Number	Total to DBEs (dollars)	Total to DBEs (number)	Total to DBEs /Race Conscious (dollars)	Total to DBEs/Race Conscious (number)	Total to DBEs/Race Neutral (dollars)	Total to DBEs/Race Neutral (number)	Percentage of total dollars to DBEs
8	Prime contracts awarded this period									
9	Subcontracts awarded/committed this period									
10	TOTAL									



Section B: Breakdown of Minority Male and Female DBE Participation

B	BREAKDOWN BY ETHNICITY & GENDER	Contracts Awarded to DBEs this Period					
		A	B	C	D	E	F
		Total to DBE (dollar amount)			Total to DBE (number)		
		Women	Men	Total	Women	Men	Total
11	Black American						
12	Hispanic American						
13	Native American						
14	Asian-Pacific American						
15	Subcontinent Asian Americans						
16	Non-Minority						
17	TOTAL						



Section B: Breakdown of Minority Male and Female DBE Participation

11A-16A = Identify Female DBE Award Amount by Ethnicity (\$\$\$)

B	BREAKDOWN BY ETHNICITY & GENDER	Contracts Awarded to DBEs this Period					
		A	B	C	D	E	F
		Total to DBE (dollar amount)			Total to DBE (number)		
		Women	Men	Total	Women	Men	Total
11	Black American						
12	Hispanic American						
13	Native American						
14	Asian-Pacific American						
15	Subcontinent Asian Americans						
16	Non-Minority						
17	TOTAL						



Section B: Breakdown of Minority Male and Female DBE Participation

11B-16B = Identify DBE Male Award Amounts by Ethnicity (\$\$\$)

B	BREAKDOWN BY ETHNICITY & GENDER	Contracts Awarded to DBEs this Period					
		A	B	C	D	E	F
		Total to DBE (dollar amount)			Total to DBE (number)		
		Women	Men	Total	Women	Men	Total
11	Black American						
12	Hispanic American						
13	Native American						
14	Asian-Pacific American						
15	Subcontinent Asian Americans						
16	Non-Minority						
17	TOTAL						



Section B: Breakdown of Minority Male and Female DBE Participation

B	BREAKDOWN BY ETHNICITY & GENDER	Contracts Awarded to DBEs this Period					
		A	B	C	D	E	F
		Total to DBE (dollar amount)			Total to DBE (number)		
		Women	Men	Total	Women	Men	Total
11	Black American						
12	Hispanic American						
13	Native American						
14	Asian-Pacific American						
15	Subcontinent Asian Americans						
16	Non-Minority						
17	TOTAL						



Section B: Breakdown of Minority Male and Female DBE Participation

B	BREAKDOWN BY ETHNICITY & GENDER	Contracts Awarded to DBEs this Period					
		A	B	C	D	E	F
		Total to DBE (dollar amount)			Total to DBE (number)		
		Women	Men	Total	Women	Men	Total
11	Black American						
12	Hispanic American						
13	Native American						
14	Asian-Pacific American						
15	Subcontinent Asian Americans						
16	Non-Minority						
17	TOTAL						

Section B: Breakdown of Minority Male and Female DBE Participation

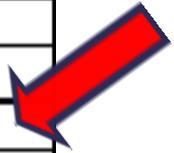
11E - 16E = Number of Male DBE Contractors by Ethnicity

B	BREAKDOWN BY ETHNICITY & GENDER	Contracts Awarded to DBEs this Period					
		A	B	C	D	E	F
		Total to DBE (dollar amount)			Total to DBE (number)		
		Women	Men	Total	Women	Men	Total
11	Black American						
12	Hispanic American						
13	Native American						
14	Asian-Pacific American						
15	Subcontinent Asian Americans						
16	Non-Minority						
17	TOTAL						

Section B: Breakdown of Minority Male and Female DBE Participation

11F-16F= Columns D + Columns E

B	BREAKDOWN BY ETHNICITY & GENDER	Contracts Awarded to DBEs this Period					
		A	B	C	D	E	F
		Total to DBE (dollar amount)			Total to DBE (number)		
		Women	Men	Total	Women	Men	Total
11	Black American						
12	Hispanic American						
13	Native American						
14	Asian-Pacific American						
15	Subcontinent Asian Americans						
16	Non-Minority						
17	TOTAL						



Reporting DBE Participation

Compare Sections A and B for Accuracy

10C = 17C and 10D = 17F

Awards/Commitments this Reporting Period									
	A	B	C	D	E	F	G	H	I
A	Total Dollars	Total Number	Total to DBEs (dollars)	Total to DBEs (number)	Total to DBEs /Race Conscious (dollars)	Total to DBEs/Race Conscious (number)	Total to DBEs/Race Neutral (dollars)	Total to DBEs/Race Neutral (number)	Percentage of total dollars to DBEs
8	Prime contracts awarded this period								
9	Subcontracts awarded/committed this period								
10	TOTAL								

B	BREAKDOWN BY ETHNICITY & GENDER	Contracts Awarded to DBEs this Period					
		Total to DBE (dollar amount)			Total to DBE (number)		
		A	B	C	D	E	F
		Women	Men	Total	Women	Men	Total
11	Black American						
12	Hispanic American						
13	Native American						
14	Asian-Pacific American						
15	Subcontinent Asian Americans						
16	Non-Minority						
17	TOTAL						

Section B: Breakdown of Minority Male and Female DBE Participation

- Line 16: The “Non-Minority” category is reserved for any firms whose owners are not members of the presumptively disadvantaged groups already listed, but who are either “women” OR eligible for the DBE program on an individual basis. All DBE firms must be certified by the Unified Certification Program to be counted in this report.

Reporting DBE Participation

Changes to the New Reporting Form:

- *8E and 8F are no longer available*
 - *All DBE Prime Contracts to be reported in 8G and 8H*
- *Ethnicity **AND** gender breakdown now required*
- **NEW SECTION C ADDED**
 - Records payments of ongoing contracts

Section C: Ongoing Payments

New mechanism to track the ongoing payment information required in Section C

Section C: Ongoing Payments

Ongoing contracts = not complete

- All orders not yet received
- All services not yet completed
- All payments not yet made**

Payments Made this Period							
	A	B	C	D	E	F	
C	PAYMENTS ON ONGOING CONTRACTS <i>(report activity of ongoing contracts)</i>	Total Number of Contracts	Total Dollars Paid	Total Number of Contracts with DBEs	Total Payments to DBE firms	Total Number of DBE firms Paid	Percent to DBEs
18	Prime and sub contracts currently in progress						

Section C: Ongoing Payments

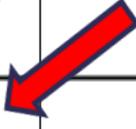
18A = **total number** of FAA-assisted contracts that **remain active/ongoing** during reporting period

Payments Made this Period							
	A	B	C	D	E	F	
C	PAYMENTS ON ONGOING CONTRACTS (report activity of ongoing contracts)	Total Number of Contracts	Total Dollars Paid	Total Number of Contracts with DBEs	Total Payments to DBE firms	Total Number of DBE firms Paid	Percent to DBEs
18	Prime and sub contracts currently in progress						



Section C: Ongoing Payments

18A= DBE and non-DBE ongoing contracts

Payments Made this Period							
	A	B	C	D	E	F	
C	PAYMENTS ON ONGOING CONTRACTS (report activity of ongoing contracts)	Total Number of Contracts	Total Dollars Paid	Total Number of Contracts with DBEs	Total Payments to DBE firms	Total Number of DBE firms Paid	Percent to DBEs
18	Prime and sub contracts currently in progress						

Section C: Ongoing Payments

Contracts = prime **and** subcontracts

Payments Made this Period							
	A	B	C	D	E	F	
C	PAYMENTS ON ONGOING CONTRACTS (report activity of ongoing contracts)	Total Number of Contracts	Total Dollars Paid	Total Number of Contracts with DBEs	Total Payments to DBE firms	Total Number of DBE firms Paid	Percent to DBEs
18	Prime and sub contracts currently in progress	15					



Section C: Ongoing Payments

18B = total dollar amount paid to all firms currently performing work on FAA-assisted contracts

Payments Made this Period							
	A	B	C	D	E	F	
C	PAYMENTS ON ONGOING CONTRACTS (report activity of ongoing contracts)	Total Number of Contracts	Total Dollars Paid	Total Number of Contracts with DBEs	Total Payments to DBE firms	Total Number of DBE firms Paid	Percent to DBEs
18	Prime and sub contracts currently in progress	15					



Section C: Ongoing Payments

18B = total amount paid on **18A** contracts

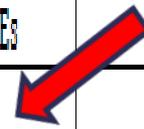
Payments Made this Period							
	A	B	C	D	E	F	
C	PAYMENTS ON ONGOING CONTRACTS (report activity of ongoing contracts)	Total Number of Contracts	Total Dollars Paid	Total Number of Contracts with DBEs	Total Payments to DBE firms	Total Number of DBE firms Paid	Percent to DBEs
18	Prime and sub contracts currently in progress	15	250,000				

Section C: Ongoing Payments

18C = total number of contracts active/ongoing AND **DBEs** currently performing work as prime or subs

Payments Made this Period

		A	B	C	D	E	F
C	PAYMENTS ON ONGOING CONTRACTS (report activity of ongoing contracts)	Total Number of Contracts	Total Dollars Paid	Total Number of Contracts with DBEs	Total Payments to DBE firms	Total Number of DBE firms Paid	Percent to DBEs
18	Prime and sub contracts currently in progress	15	250,000				



Section C: Ongoing Payments

- The inclusion of prime contracts in Column C likely will be the exception and not the rule since most DBE participation is obtained through subcontracts. However, when DBE prime contracts are included in column C, you should in a footnote include the number of DBE prime contracts reported.

Section C: Ongoing Payments

18C may be larger, smaller, or the same as the number in 18A.

Payments Made this Period							
	A	B	C	D	E	F	
C	PAYMENTS ON ONGOING CONTRACTS <i>(report activity of ongoing contracts)</i>	Total Number of Contracts	Total Dollars Paid	Total Number of Contracts with DBEs	Total Payments to DBE firms	Total Number of DBE firms Paid	Percent to DBEs
18	Prime and sub contracts currently in progress	15	250,000	7			



Section C: DBE Participation

18D = **payments** made to DBEs

Payments Made this Period							
	A	B	C	D	E	F	
C	PAYMENTS ON ONGOING CONTRACTS (report activity of ongoing contracts)	Total Number of Contracts	Total Dollars Paid	Total Number of Contracts with DBEs	Total Payments to DBE firms	Total Number of DBE firms Paid	Percent to DBEs
18	Prime and sub contracts currently in progress	15	250,000	7			

Section C: Ongoing Payments

18D = total dollar value paid to DBE firms currently performing work during this period

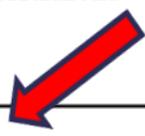
Payments Made this Period

		A	B	C	D	E	F
C	PAYMENTS ON ONGOING CONTRACTS (report activity of ongoing contracts)	Total Number of Contracts	Total Dollars Paid	Total Number of Contracts with DBEs	Total Payments to DBE firms	Total Number of DBE firms Paid	Percent to DBEs
18	Prime and sub contracts currently in progress	15	250,000	7	75,000		



Section C: Ongoing Payments

18E = total number of DBEs paid for performing work during reporting period

Payments Made this Period							
	A	B	C	D	E	F	
C	PAYMENTS ON ONGOING CONTRACTS (report activity of ongoing contracts)	Total Number of Contracts	Total Dollars Paid	Total Number of Contracts with DBEs	Total Payments to DBE firms	Total Number of DBE firms Paid	Percent to DBEs
18	Prime and sub contracts currently in progress	15	250,000	7	75,000		

Section C: Ongoing Payments

18E = total number of DBEs paid for performing work during reporting period

18E is less than or equal to 18C

Payments Made this Period							
	A	B	C	D	E	F	
C	PAYMENTS ON ONGOING CONTRACTS (report activity of ongoing contracts)	Total Number of Contracts	Total Dollars Paid	Total Number of Contracts with DBEs	Total Payments to DBE firms	Total Number of DBE firms Paid	Percent to DBEs
18	Prime and sub contracts currently in progress	15	250,000	7	75,000	3	

Section C: Ongoing Payments

18C = on-going/active **DBE contracts** (prime and sub-contracts)

☐ **18E** = # of **DBE contractors** currently performing work

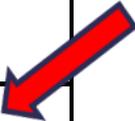
Payments Made this Period							
	A	B	C	D	E	F	
C	PAYMENTS ON ONGOING CONTRACTS (report activity of ongoing contracts)	Total Number of Contracts	Total Dollars Paid	Total Number of Contracts with DBEs	Total Payments to DBE firms	Total Number of DBE firms Paid	Percent to DBEs
18	Prime and sub contracts currently in progress	15	250,000	7	75,000	3	

Section C: Ongoing Payments

$$18D \div 18B = 18F$$

Payments Made this Period

		A	B	C	D	E	F
C	PAYMENTS ON ONGOING CONTRACTS (report activity of ongoing contracts)	Total Number of Contracts	Total Dollars Paid	Total Number of Contracts with DBEs	Total Payments to DBE firms	Total Number of DBE firms Paid	Percent to DBEs
18	Prime and sub contracts currently in progress	15	250,000	7	75,000	3	30



Section D: Payments on Contracts Completed this Reporting Period

Report prime contracts **COMPLETED** this reporting period

		A	B	C	D	
D	TOTAL PAYMENTS ON CONTRACTS COMPLETED THIS REPORTING PERIOD	Number of Contracts Completed	Total Dollar Value of Contracts Completed	DBE Participation Needed to Meet Goal (Dollars)	Total DBE Participation (Dollars)	Percent to DBEs
19	Race Conscious					
20	Race Neutral					
21	Totals					

Section D: Payments on Contracts Completed this Reporting Period

FYIs

- 19A is asking for the number of prime contracts completed during the reporting period that had a DBE contract goal.
- Line 20 applies to prime contracts that did not have a DBE contract goal.
- This part of the new form (Section D) is no different than the previous form that sought the same information.

Section D: Payments on Contracts Completed this Reporting Period

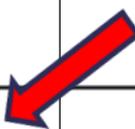
- All orders are received
- All services are completed
- All payments have been made

		A	B	C	D	
D	TOTAL PAYMENTS ON CONTRACTS COMPLETED THIS REPORTING PERIOD	Number of Contracts Completed	Total Dollar Value of Contracts Completed	DBE Participation Needed to Meet Goal (Dollars)	Total DBE Participation (Dollars)	Percent to DBEs
19	Race Conscious					
20	Race Neutral					
21	Totals					

Section D: Payments on Contracts Completed this Reporting Period

Enter “0” in cell 19C unless a race conscious contract (**i.e., contract with DBE goal**) has been completed.

		A	B	C	D	
D	TOTAL PAYMENTS ON CONTRACTS COMPLETED THIS REPORTING PERIOD	Number of Contracts Completed	Total Dollar Value of Contracts Completed	DBE Participation Needed to Meet Goal (Dollars)	Total DBE Participation (Dollars)	Percent to DBEs
19	Race Conscious					
20	Race Neutral					
21	Totals					



DBE Uniform Form General Information

You might be reporting in:

- *Sections A, B, C and D* if you have awards/commitments (A and B), or payments on ongoing contracts (C) and completed contracts (D).
- *Only Section C* if you have only payments on ongoing contracts.
- *Sections C and D* if you have payments on ongoing contracts and completed contracts.
- *Only Section D* if you have only completed contracts.

DBE Uniform Form Instructions

FYIs

- The official DBE Uniform Form Instructions for 18A and 18B are backwards (dollars and number)
- We have a corrected version posted on our Civil Rights website and in dbE-Connect.
 - US DOT will publish a revision.
- Each section of FAA's dbE-Connect has instructions for the uniform forms.

Counting DBE Participation

- **§26.55 How is DBE participation counted toward goals?**
- http://www.ecfr.gov/cgi-bin/text-idx?SID=ddb09dec89682c2eb343d7bd0cdbf083&mc=true&node=se49.1.26_155&rgn=div8

DBE Uniform Form Reporting

- **What if** a recipient used a \$90 million dollar contract to draw \$40 million dollars in FAA grant receipts and set the DBE goal on the entire \$90 million without making an adjustment on the percentage downward for the non-Federal share?
- The recipient should have only reported the \$40 million (8a) which is 44% of the \$90 million and only 44% of the DBE participation that was awarded.

ACDBE Reporting

ACDBE Reporting

- Primary Airports
 - Requirement: If the airport was required to submit a goal/s for the year being reported, a uniform form report is also required.

ACDBE Reporting

- ACDBE Uniform Form due March 1
- Reporting is for previous fiscal year

ACDBE Reporting - Definitions

- 1) “**Prime Concession**” has a direct relationship with the airport (e.g., a company having a lease agreement directly with the airport to operate a concession)
- 2) “**Subconcession**” a firm that has a sublease or other agreement with a prime concessionaire, rather than with the airport itself, to operate a concession at the airport
- 3) “**Management contract**” an agreement between the airport and a firm to manage a portion of the airport’s facilities or operations (e.g., manage the parking facilities)
- 4) “**Goods/services**” those goods and services purchased by the airport itself or by concessionaires and management contractors from certified DBEs.

ACDBE Reporting – Management Contracts

Because, by statute, non-ACDBE **management contracts** do not count as part of the base for ACDBE goals, the cells for total management contract participation (5A & 5B) and ACDBE participation as a percentage of total management contracting dollars (5G) are not intended to be filled in.

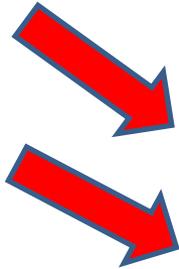
ACDBE Uniform Form Data

- Column A: revenue (gross receipts or purchases)
 - Report all revenue or purchases (non-ACDBE and ACDBE combined)
Example: when reporting all goods and services, include non-ACDBE purchases for supplies, uniforms, oil, gas, etc.
- Each category stands alone, i.e., report prime concessions revenue but do not include (add) sub-concessions revenue with the prime concessions revenue.

ACDBE Revenue/Gross Receipts

- As a reminder, “revenue” means total revenue (or gross receipts) generated by concessions, **not the fees received by the airport from concessionaires.**

ACDBE Reporting - Non-Car Rental Concessions



UNIFORM REPORT OF ACDBE PARTICIPATION							
Please refer to the instructions sheet for directions on filling out this form							
DRAFT 3/06				DRAFT 3/06			
1. Name and address of Recipient:							
2. Contact Information: Preparer's Name: _____ Phone No. () _____ Fax No. () _____ email address: _____							
3a. Federal fiscal year in which reporting period falls: FY _____ (Oct. 1, _____ to Sep. 30, _____)				3b. Date This Report Submitted: _____		3c. Report due March 1	
4. Current Non-Car Rental ACDBE Goal: Race Conscious Goal _____ % Race Neutral Goal _____ % ACDBE OVERALL Goal _____ %							
5. NON-CAR RENTAL CUMULATIVE ACDBE PARTICIPATION	A	B	C	D	E	F	G
	Total Dollars (Everyone)	Total Number (Everyone)	Total to ACDBEs (dollars) [E+F]	Total to ACDBEs (number)	Total to ACDBEs - Race Conscious (dollars)	Total to ACDBEs - Race Neutral (dollars)	Percentage of total dollars to ACDBEs [C/A]
Prime Concessions							
Subconcessions							
Management Contracts							
Goods and Services							
Total Non-Car Rental Cumulative ACDBE Participation							
	A	B	C	D	E	F	G
6. NON-CAR RENTAL NEW ACDBE PARTICIPATION THIS PERIOD	Total Dollars (Everyone)	Total Number (Everyone)	Total to ACDBEs (dollars) [E+F]	Total to ACDBEs (number)	Total to ACDBEs - Race Conscious	Total to ACDBEs - Race Neutral (dollars)	Percentage of total dollars to ACDBEs [C/A]
Prime Concessions							
Subconcessions							
Management Contracts							
Goods and Services							
Total Non-Car Rental New ACDBE Participation							
7. Current Car Rental ACDBE Goal: Race Conscious Goal _____ % Race Neutral Goal _____ % ACDBE OVERALL Goal _____ %							
8. CAR RENTAL CUMULATIVE ACDBE PARTICIPATION	A	B	C	D	E	F	G
	Total Dollars (Everyone)	Total Number (Everyone)	Total to ACDBEs (dollars) [E+F]	Total to ACDBEs (number)	Total to ACDBEs - Race Conscious (dollars)	Total to ACDBEs - Race Neutral (dollars)	Percentage of total dollars to ACDBEs [C/A]
Prime Concessions							
Subconcessions							
Goods and Services							

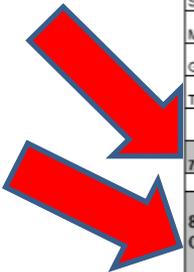
ACDBE Reporting – Non-Car Rental: New Participation

DRAFT 3/06		DRAFT 3/06					
1. Name and address of Recipient:							
2. Contact Information: Preparer's Name: _____ Phone No. () _____ Fax No. () _____ email address: _____							
3a. Federal fiscal year in which reporting period falls: FY (Oct. 1, to Sep. 30,		3b. Date This Report Submitted:				3c. Report due March 1	
4. Current Non-Car Rental ACDBE Goal:		Race Conscious Goal _____ %		Race Neutral Goal _____ %		ACDBE OVERALL Goal _____ %	
5. NON-CAR RENTAL CUMULATIVE ACDBE PARTICIPATION	A	B	C	D	E	F	G
	Total Dollars (Everyone)	Total Number (Everyone)	Total to ACDBEs (dollars) [E+F]	Total to ACDBEs (number)	Total to ACDBEs - Race Conscious (dollars)	Total to ACDBEs - Race Neutral (dollars)	Percentage of total dollars to ACDBEs [C/A]
	Prime Concessions						
	Subconcessions						
	Management Contracts						
	Goods and Services						
	Total Non-Car Rental Cumulative ACDBE Participation						
6. NON-CAR RENTAL NEW ACDBE PARTICIPATION THIS PERIOD	A	B	C	D	E	F	G
	Total Dollars (Everyone)	Total Number (Everyone)	Total to ACDBEs (dollars) [E+F]	Total to ACDBEs (number)	Total to ACDBEs - Race Conscious (dollars)	Total to ACDBEs - Race Neutral (dollars)	Percentage of total dollars to ACDBEs [C/A]
	Prime Concessions						
	Subconcessions						
	Management Contracts						
	Goods and Services						
	Total Non-Car Rental New ACDBE Participation						
7. Current Car Rental ACDBE Goal:		Race Conscious Goal _____ %		Race Neutral Goal _____ %		ACDBE OVERALL Goal _____ %	
8. CAR RENTAL CUMULATIVE ACDBE PARTICIPATION	A	B	C	D	E	F	G
	Total Dollars (Everyone)	Total Number (Everyone)	Total to ACDBEs (dollars) [E+F]	Total to ACDBEs (number)	Total to ACDBEs - Race Conscious (dollars)	Total to ACDBEs - Race Neutral (dollars)	Percentage of total dollars to ACDBEs [C/A]
	Prime Concessions						
	Subconcessions						
Goods and Services							



ACDBE Reporting – Car Rental Concessions

2. Contact Information: Preparer's Name: _____ Phone No. () _____ Fax No. () _____ email address: _____							
3a. Federal fiscal year in which reporting period falls: FY _____ (Oct. 1, _____ to Sep. 30, _____)				3b. Date This Report Submitted: _____		3c. Report due March 1	
4. Current Non-Car Rental ACDBE Goal: Race Conscious Goal _____ % Race Neutral Goal _____ % ACDBE OVERALL Goal _____ %							
5. NON-CAR RENTAL CUMULATIVE ACDBE PARTICIPATION	A	B	C	D	E	F	G
	Total Dollars (Everyone)	Total Number (Everyone)	Total to ACDBEs (dollars) [E+F]	Total to ACDBEs (number)	Total to ACDBEs - Race Conscious (dollars)	Total to ACDBEs - Race Neutral (dollars)	Percentage of total dollars to ACDBEs [C/A]
	Prime Concessions						
	Subconcessions						
	Management Contracts						
	Goods and Services						
Total Non-Car Rental Cumulative ACDBE Participation							
6. NON-CAR RENTAL NEW ACDBE PARTICIPATION THIS PERIOD	A	B	C	D	E	F	G
	Total Dollars (Everyone)	Total Number (Everyone)	Total to ACDBEs (dollars) [E+F]	Total to ACDBEs (number)	Total to ACDBEs - Race Conscious (dollars)	Total to ACDBEs - Race Neutral (dollars)	Percentage of total dollars to ACDBEs [C/A]
	Prime Concessions						
	Subconcessions						
	Management Contracts						
	Goods and Services						
Total Non-Car Rental New ACDBE Participation							
7. Current Car Rental ACDBE Goal: Race Conscious Goal _____ % Race Neutral Goal _____ % ACDBE OVERALL Goal _____ %							
8. CAR RENTAL CUMULATIVE ACDBE PARTICIPATION	A	B	C	D	E	F	G
	Total Dollars (Everyone)	Total Number (Everyone)	Total to ACDBEs (dollars) [E+F]	Total to ACDBEs (number)	Total to ACDBEs - Race Conscious (dollars)	Total to ACDBEs - Race Neutral (dollars)	Percentage of total dollars to ACDBEs [C/A]
	Prime Concessions						
	Subconcessions						
	Goods and Services						
	Total Car Rental Cumulative ACDBE Participation						



ACDBE Reporting – Car Rental Concessions

DRAFT 3/06	A	B	C	D	E	F	G
9. CAR RENTAL NEW ACDBE PARTICIPATION THIS PERIOD	Total Dollars (Everyone)	Total Number (Everyone)	Total to ACDBEs (dollars) [E+F]	Total to ACDBEs (number)	Total to ACDBEs - Race Conscious (dollars)	Total to ACDBEs - Race Neutral (dollars)	Percentage of total dollars to ACDBEs [C/A]
Prime Concessions							
Subconcessions							
Goods and Services							
Total Car Rental New ACDBE Participation This Period							



	A	B	C	D	E	F	G
10. CUMULATIVE ACDBE PARTICIPATION BY RACE/GENDER	Black Americans (numbers & dollars)	Hispanic Americans (numbers & dollars)	Asian-Pacific Americans (numbers & dollars)	Asian - Indian Americans (numbers & dollars)	Native Americans (numbers & dollars)	Non-Minority Women (numbers & dollars)	Other (i.e. not of any other group listed here) (numbers & dollars)
Car Rental							
Non-Car Rental							
Total Cumulative ACDBE Participation by Race/Gender							

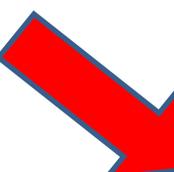
11. For each ACDBE firm that is participating, please fill out the attached Report of Certified ACDBE Form or list the following information for each ACDBE firm participating in your program during the period of this report: (1) Firm name; (2) Type of business; (3) Beginning and expiration dates of agreement, including options to renew; (4) Dates that material amendments have been or will be made to agreement (if known); and (5) Estimated gross receipts for the firm during this reporting period.

ACDBE Reporting – Car Rental Concessions

...enter the **number of lease agreements, contracts, etc.**, in effect or entered into during the reporting period in each participation category for all concessionaires and purchases of goods and services (ACDBE).

ACDBE Reporting

DRAFT 3/06	A	B	C	D	E	F	G
9. CAR RENTAL NEW ACDBE PARTICIPATION THIS PERIOD	Total Dollars (Everyone)	Total Number (Everyone)	Total to ACDBEs (dollars) [E+F]	Total to ACDBEs (number)	Total to ACDBEs - Race Conscious (dollars)	Total to ACDBEs - Race Neutral (dollars)	Percentage of total dollars to ACDBEs [C/A]
Prime Concessions							
Subconcessions							
Goods and Services							
Total Car Rental New ACDBE Participation This Period							



	A	B	C	D	E	F	G
10. CUMULATIVE ACDBE PARTICIPATION BY RACE/GENDER	Black Americans (numbers & dollars)	Hispanic Americans (numbers & dollars)	Asian-Pacific Americans (numbers & dollars)	Asian - Indian Americans (numbers & dollars)	Native Americans (numbers & dollars)	Non-Minority Women (numbers & dollars)	Other (i.e. not of any other group listed here) (numbers & dollars)
Car Rental							
Non-Car Rental							
Total Cumulative ACDBE Participation by Race/Gender							

11. For each ACDBE firm that is participating, please fill out the attached Report of Certified ACDBE Form or list the following information for each ACDBE firm participating in your program during the period of this report: (1) Firm name; (2) Type of business; (3) Beginning and expiration dates of agreement, including options to renew; (4) Dates that material amendments have been or will be made to agreement (if known); and (5) Estimated gross receipts for the firm during this reporting period.

ACDBE Reporting: Section 11 – ACDBE Firms

- Complete the FAA Report of Certified ACDBEs Form:
 - Concessionaires / Subconcessionaires / Suppliers / Management Contractors
- Starting March 1, 2016, FAA dbE-Connect requires the firms' information to be typed in.

ACDBE Reporting – *dbE-Connect*

- Submit FAA Uniform Forms through the FAA's *dbE-Connect* System
- <https://faa.dbconnect.com/FAA/login.asp>
- System Guidance is located on the logon screen

The End!

Q & A

Federal Aviation Administration-Office of Civil Rights

[http://www.faa.gov/about/office org/headquarters offices/acr/](http://www.faa.gov/about/office_org/headquarters_offices/acr/)