

**Montana Department of Transportation  
Personal Narrative Evaluation Matrix**

This matrix is used by the DBE Team to evaluate personal narratives based on specific criteria outlined in 49 CFR Part 23, 49 CFR Part 26, and the October 3, 2025 Interim Final Rule. Please ensure you include all required elements.

Key Points:

Supporting Documentation: Not required but can help support the information provided in the personal narrative.

Scoring: Points are assigned for each criterion. Each personal narrative must have a minimum of 7 points (with minimum 1 point for each color section as notated) and meet Preponderance of the Evidence to be recertified. Maximum points = 13

<b>1 Point</b>		<b>1 Point</b>			<b>1 Point</b>		
Did they describe instances of economic hardship, systematic barriers, and denied opportunities?	Was the instance tied to Education?	Was the instance tied to Employment?	Was the instance tied to Business?	Was the instance tied to obtaining financing?	Did they describe the magnitude of the Economic Harm in Education?	Did they describe the magnitude of the Economic Harm in Employment?	Did they describe the magnitude of the Economic Harm in Business?

<b>1 Point</b>	<b>1 Point</b>	<b>1 Point</b>	<b>1 Point</b>	<b>Not Required 1 Point</b>	<b>Must be YES</b>
Did they describe their disadvantage relative to non-disadvantaged individuals?	Did the incident occur within American society?	Did the incident(s) have a long-term effect on progress/success in education, employment, and/or business?	Did they address Who, What, When, Where, and How?	Was there supporting documentation?	Did they meet Preponderance of the Evidence?