South Carolina Veteran Entrepreneurship Advocate of the Year

INSTRUCTIONS

1. Complete each section of the fillable nomination document.
2. Complete the attached forms: SBA Form 3300 (Award Nomination Form) and SBA Form 2137 (Award Nomination Consent Form).
3. Add the following required documents:
   - A. Nomination letter
   - B. High-quality photo of the nominee
     - 4x6, 5x7 or 8x10 if print, or
     - 300 DPI if digital
   - C. Supporting documents (e.g. letters of recommendation, news articles, etc.)
4. Submit the completed nomination to the South Carolina District Office by Thursday, January 3, 2013.

SUBMISSION

You may submit the completed nomination in one of three ways:

1. IN PERSON: Bring the completed nomination form and all required documents to the SBA South Carolina District Office at 1835 Assembly Street, Suite 1425, Columbia, SC on or before January 3.
2. MAIL: Mail or ship the completed nomination form and all required documents to the SBA South Carolina District Office at 1835 Assembly Street, Suite 1425, Columbia, SC. Mail/shipments must be postmarked no later than January 3.
3. Email: Submit the completed nomination form and all required documents to *anna.huntley@sba.gov* on or before January 3. If emailing the nomination, you must either:
   - A. Submit the nomination form and all required documents as a zip file, or
   - B. Submit the nomination form and all required documents as a PDF portfolio file.

SECTIONS

The fillable nomination document includes the following sections:
(Click each section to go directly to the corresponding page)

1. Cover Page
2. Nominee Biography
3. Nominee Business/Organization Profile
4. Award Merit Questions

COVER PAGE

Nominee(s) and Title(s): _____

Business/Organization:_____

Address: _____

_____

_____

Phone: _____ **Email:** _____

Home address: _____

_____

_____

Brief description of the nominee's business/organization (100 words or less):

Nominated by: _____ **Title:** _____

Business/Organization: _____

Address: _____

_____

_____

Phone: _____ **Email:** _____

NOMINEE BIOGRAPHY

Profile must fit within the space given (approx. 3200 characters or 500 words)

BUSINESS/ORGANIZATION PROFILE

Profile must fit within the space given (approx. 3200 characters or 500 words)

AWARD MERIT QUESTIONS

A. MAJOR EFFORTS & ACCOMPLISHMENTS

An advocate can help in many ways. Please select 3 of the following 4 advocacy categories most relevant to your efforts and follow the instructions for the corresponding questions. You may cite relevant supporting documents as applicable.

Note: The term "veteran entrepreneurs" refers to veterans at all stages of business ownership, including pre-startup, and can also include current members of the military considering entrepreneurship.

1. ***Voice***
   Examples:
   - **A.** Advocacy of the creation of new opportunities or new resources benefiting veteran entrepreneurs
   - **B.** Advocacy of policies, practices, legislation, etc. benefiting veteran entrepreneurs
   - **C.** Community outreach to increase public awareness and support of veteran entrepreneurship and/or veteran-owned businesses
   - **D.** Active participation in relevant organizations on behalf of veteran entrepreneurs

2. ***Educator and/or Mentor***
   Examples:
   - **A.** Entrepreneurial training and/or counseling provided to veteran entrepreneurs (including "behind-the-scenes" involvement)
   - **B.** Mentorship of veteran entrepreneurs
   - **C.** Specific technical assistance provided to veteran entrepreneurs (e.g. financial advice, market research assistance, etc.)

3. ***Organizer & Ally***
   Examples:
   - **A.** Organization or growth of business-to-business networks (formal or informal) for veterans in order to help foster new business opportunities and relationships
   - **B.** Formation of strategic alliances with non-profit organizations, government agencies, other businesses, etc. to help veterans access new business resources or business opportunities
   - **C.** Connecting veteran entrepreneurs to existing business resources and/or opportunities

4. ***Creator***
   Examples:
   - **A.** Creation of new resources benefiting veteran entrepreneurs
   - **B.** Development of new programs for veteran entrepreneurs

Voice

Describe your efforts/actions as a voice for veteran entrepreneurs. What are your specific accomplishments and what impact have those accomplishments had on the veteran-owned business community?

Response must fit within the space given *(approx. 1550 characters or 250 words)*

Educator and/or Mentor

Describe your efforts to educate, advise, assist, mentor, etc. veteran entrepreneurs. What is the approximate total number of veterans and/or members of the military educated/assisted/mentored, and what are some significant results (such as businesses started, improved, saved, etc.)?

Response must fit within the space given *(approx. 1550 characters or 250 words)*

Organizer & Ally

Describe your efforts to develop/grow networks, form strategic alliances and/or otherwise connect veteran entrepreneurs to existing business resources or opportunities. What are your specific accomplishments and how have these accomplishments benefited veteran entrepreneurs?

Response must fit within the space given *(approx. 1550 characters or 250 words)*

Creator

Describe any programs, resources, etc. benefiting veteran entrepreneurs that you have developed or helped to develop. How specifically have veteran entrepreneurs benefited? If applicable, approximately how many veterans and/or members of the military have been assisted?

Response must fit within the space given *(approx. 1550 characters or 250 words)*

B. VOLUNTEER EFFORTS

Describe all of your volunteer efforts (i.e. efforts outside of your job) on behalf of veteran entrepreneurs and/or the veteran-owned business community. You may cite relevant supporting documents as applicable. *(These can overlap with your other responses.)*

Response must fit within the space given *(approx. 1550 characters or 250 words)*

C. VETERAN COMMUNITY IMPROVEMENT EFFORTS

Please select 1 of the following 2 support categories most relevant to your efforts and follow the instructions for the corresponding question. You may cite relevant supporting documents as applicable.

1. ***Resources***
   Examples:
   Efforts to increase resources or access to resources related to…
   - **A.** Homelessness
   - **B.** Health (including mental health)
   - **C.** Other issues specific to the veteran community

2. ***Employment Opportunities***
   Examples:
   - **A.** Helping connect veterans to job opportunities
   - **B.** Encouraging employers to hire veterans

Resources

How have you helped to increase access to or develop vital resources for the veteran community?

Response must fit within the space given *(approx. 1550 characters or 250 words)*

Employment Opportunities

How have you increased veterans' access to employment opportunities or helped increase the number of employment opportunities for veterans?

Response must fit within the space given *(approx. 1550 characters or 250 words)*

End of Fillable Nomination Document

Do not forget to include the following in your completed nomination:

- Nomination letter
- Nominee photo
- Supporting documentation