

2014 SBA West Virginia Young Entrepreneur of the Year



Who Qualifies?

To be considered a young entrepreneur, the individual must serve as a majority owner and operate or bear principal responsibility for operating a small business with a three year track record, and who will not have reached the age of 30 by June 1, 2014. All nominees must be residents of and employed in the United States and will be subject to background checks. Small businesses owned and operated by nominees must comply with federal civil rights laws.

Evaluation Criteria

A complete nomination package must contain all of the following:

1. A single cover page with –
 - a. The nominee's full name, title, business and home addresses with telephone and fax numbers, email address and website;
 - b. The award for which the nomination is being made;
 - c. The nominator's name, title, place of business, business address, telephone number and email address;
 - d. A one-paragraph description of the nominee's business
2. An original 8X10, 5X7, or digital photo of the nominee.
3. Four or five additional photos of the nominee's company.
4. A nomination letter from the person from the person or organization submitting the nomination, not to exceed four pages.
5. A brief biography of the nominee and a business profile, not to exceed one page each.
6. Any other supporting documentation such as: news clips, letters of recommendation, and other evidence of the appropriateness of the nominee. Supporting documentation must not exceed 10 pages. Videos will not be considered.
7. A completed [Award Nomination Consent Form](#) (SBA Form 2137).
8. A completed [Award Nomination Form](#) (SBA Form 3300).

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Every year since 1963, the President has proclaimed National Small Business Week to recognize the contributions of small businesses to America's economy.

National Small Business Week, will be held May 12–16 2014, the SBA will honor exceptional small business owners and champions in Washington D.C.

In West Virginia, we celebrate the achievements of our state award winners with our annual Small Business Week Celebration in May of 2014.

In addition, the nomination package **must** address each of the following criteria, including the table points with a narrative describing how the company meets or exceeds each of the elements.

9. Evidence of success as measured by sales and profits.
10. Current and past financial reports – financial reports substantiate an improved financial condition. The following financial statements must be provided to substantiate the financial position of the business:
 - a. Profit-and–loss statements for the last three years, reflecting sustained upward growth.
 - b. Balance sheets for the last three years, showing consistent increase in net worth and/or partners' return
11. Increased employment opportunities created by the nominee's business.
12. Development and/or utilization of innovative or creative business methods.
13. Demonstrated entrepreneurial potential necessary for long-term business success and economic growth.

Note: The judges will score the nomination packages in this category by carefully reviewing elements 9 through 13.

Contact Nikki Bowmar at 304-623-7445 (email: nikki.bowmar@sba.gov) with questions. All nominations must be postmarked or hand delivered no later than **Friday, Jan. 17, 2014.**