



### AWARD CATEGORIES

Please check one or more potential categories:

**Small Business Person of the Year:** For developing an outstanding, growing business; innovative product(s), increasing jobs, increasing sales, overcoming adversity, and community contributions.

**Small Business Exporter of the Year:** Significantly increased export sales and profits, encouraging other firms to export, increased jobs through exports, and innovative methods of creating markets.

**SBA Young Entrepreneur of the Year:** Owner will not reach 35<sup>th</sup> birthday by June 1, 2016, three-year evidence of success in sales and profits, increased jobs, innovative products, demonstrated potential.

**Entrepreneurial Success:** Business that started 'small' by SBA standards, then developed into a large business. Business must have received SBA assistance.

**Family Owned Small Business:** A family-owned business with at least a 15-year track record that has passed from one generation to another.

**Connecticut Micro-Enterprise:** For developing a growing business with assistance through SBA loan programs or as a client of one of our SBA technical service providers, at least a three-year track record, and 5 or fewer employees.

**Veteran-owned Small Business Person of the Year:** For developing a growing business, three-year evidence of success in sales and profits, increased jobs, innovative product, demonstrated potential.

**Woman-owned Small Business Person of the Year:** For developing a growing business, three-year evidence of success in sales and profits, increased jobs, innovative product, demonstrated potential.

**Minority Small Business Owner:** An ethnic minority who serves as majority owner for a small business with a track record of at least three years

**Financial Champion:** Outside of regular business duties, the amount and quality of assistance given small businesses to obtain financing. Does advocacy for changes in the financial services industry to assist small companies. Encouragement of the flow of investment capital to small ventures. Active support for legislative or regulatory action designed to help small firms. Has demonstrated measurable accomplishments through the advocacy efforts of the financial services or accounting industries to advance small business interests.

### NOMINEE INFORMATION

I nominate \_\_\_\_\_ Title \_\_\_\_\_

Company/Organization \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Nominee's qualifications for this award—**attach short description on why this business should be considered:**

When nominating, please complete the following: Is the company operating profitably \_\_\_\_\_

# of years in business \_\_\_\_\_ # of employees \_\_\_\_\_ annual sales \$ \_\_\_\_\_ SIC/NAICS code \_\_\_\_\_

### NOMINATOR'S INFORMATION:

Nominator's Name \_\_\_\_\_

Title \_\_\_\_\_ Organization \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

**Please submit by November 30, 2015 and mail (or fax 860-240-4659) this form to:**

**Moraima Gutierrez  
U.S. Small Business Administration  
280 Trumbull Street, 2<sup>nd</sup> flr**

**Hartford, CT 06103**

For more information, please contact: (860) 240-4654. Self-nominations accepted. This form may be duplicated. **For further consideration, supporting materials will be required.** SBA will contact the nominee with details. Thanks for your support!

## **CONNECTICUT SBA 2016 NOMINATION CRITERIA BY CATEGORY**

### **SMALL BUSINESS PERSON OF THE YEAR**

Any individual who owns or operates or bears principal responsibility for operating a small business may be nominated. Partners who jointly own or operate the business may be nominated as a team, as long as the team does not exceed four.

- ✓ Staying power – a substantiated history as an established business with a 3-year minimum history.
- ✓ Growth in number of employees, sustained expansion.
- ✓ Increase in sales and/or unit volume and net work.
- ✓ Current and past financial reports. For state consideration, we request basic profit and loss & balance sheet info for past three years. The state winner will be asked to produce more complete P & L, and Balance Sheets for that time period.
- ✓ Innovativeness of product or service.
- ✓ Response to adversity.
- ✓ Contributions to aid community-oriented projects.

### **SMALL BUSINESS EXPORTER OF THE YEAR**

Any individual who owns and operates a small business engaged in exporting may be nominated.

- ✓ Increased sales, profits and/or growth of employment because of exporting. (Profit & Loss and balance sheet information for the past three years will be requested).
- ✓ Creative overseas marketing strategies, with description of products & markets served.
- ✓ Effective solutions to export-related problems.
- ✓ Encouraged other small businesses to export.
- ✓ Introduction of unique trading companies, relationships, products or services.
- ✓ Volunteer assistance to other small businesses entering the export market.

### **SBA YOUNG ENTREPRENEUR OF THE YEAR**

Any individual who serves as majority owner and operator for a small business with a three-year track record, and who will not have reached the age of 35 by June 1, 2016.

- ✓ Evidence of success as measured by sales and profits. (Profit & Loss and balance sheet information for the past three years will be requested).
- ✓ Increased employment opportunities.
- ✓ Development and utilization of innovative or creative business methods.
- ✓ Demonstrated entrepreneurial potential for long-term success.

### **ENTREPRENEURIAL SUCCESS**

Individuals who own and operate a business that started 'small' by SBA standards, then developed into a large business. Business must have received SBA assistance.

- ✓ Staying power - a substantiated history of an established business, including sustained expansion, steady growth including increased net worth. (Profit & Loss and balance sheet information for the past three years will be requested).
- ✓ Growth in number of employees (sustained over a minimum of 3 years).
- ✓ Increase in sales/and or unit volume - consistent growth.
- ✓ SBA assistance – document the type and amount of assistance and the years obtained.
- ✓ Innovativeness of product/service – describe uniqueness of product or service.
- ✓ Response to adversity – examples of problems overcome.
- ✓ Contributions to the community.

### **JEFFREY BUTLAND FAMILY-OWNED SMALL BUSINESS**

Family-owned business that has passed from one generation to another and owner has responsibility for operating the business. Nominees must serve as a majority owner and operator or bear principal responsibility for operating a small business with at least a 15-year track record.

- ✓ Evidence of success as measured by sales and profits. (Profit & Loss and balance sheet information for the past three years will be requested).
- ✓ Increased employment opportunities for family and non-family.
- ✓ Demonstrated potential necessary for long-term business success and economic growth.
- ✓ Voluntary efforts to strengthen family-owned businesses within the community.

### **CONNECTICUT MICRO-ENTERPRISE AWARD**

Any individual(s) who founded, owns and operates a business with 5 or fewer employees (including the owners), which received assistance through SBA loan programs or as a client of our SBA technical service providers. Partners who jointly own and operate the business may be nominated as a "team", so long as the number of individuals in the team does not exceed four.

- ✓ Growth in net worth, sales and number of employees over the last three years. (Profit & Loss and balance sheet information for the past three years will be requested).
- ✓ Response to adversity.
- ✓ Contributions to the community.
- ✓ Demonstrated creativity and/or commitment to a social mission in hiring policy, buying local, etc.

### **VETERAN OWNED SMALL BUSINESS**

Any individual(s) who owns at least 51% and operates a small business and is a veteran of the U.S. armed forces may be nominated.

- ✓ Evidence of success as measured by sales and profits. (Profit & Loss and balance sheet information for the past three years will be requested).
- ✓ Increased employment opportunities.
- ✓ Development and utilization of innovative or creative business methods.
- ✓ Demonstrated entrepreneurial potential for long-term success.

### **WOMAN OWNED SMALL BUSINESS**

Any woman/women who owns at least 51% and operates a small business may be nominated.

- ✓ Evidence of success as measured by sales and profits. (Profit & Loss and balance sheet information for the past three years will be requested).
- ✓ Increased employment opportunities.
- ✓ Development and utilization of innovative or creative business methods.
- ✓ Demonstrated entrepreneurial potential for long-term success.