



DO YOU HAVE AN AMAZING SUCCESS STORY?



SUBMIT A NOMINATION TODAY FOR THE
2017 NATIONAL SMALL BUSINESS WEEK AWARDS

Nomination Process in 3 Easy Steps

Step 1:

EMAIL THE FOLLOWING INFORMATION TO: john.arnett@sba.gov

- **NOMINATOR:** FULL NAME / PHONE / EMAIL
- **AWARD NOMINEE:** FULL NAME / BUSINESS NAME / ADDRESS / PHONE / EMAIL
- **BRIEF DESCRIPTION OF WHY THEY SHOULD BE CONSIDERED**

(SELF-NOMINATIONS ARE ACCEPTED. DEADLINE FOR ALL NOMINATIONS: 12/15/16)

Step 2:

SBA MASSACHUSETTS WILL SEND THE AWARD NOMINEE A NOMINATION PACKAGE TO FILL OUT AND WORK WITH THEM TO COMPLETE THE PACKAGE.

Step 3:

AWARD NOMINEE MUST SEND A COMPLETED PACKAGE BY MAIL/HAND TO THE MASSACHUSETTS DISTRICT OFFICE BY: 1/10/17 (3PM)

2017 AWARD CATEGORIES

National Awards:

- Small Business Person of the Year
- Small Business Exporter of the Year

Massachusetts & New England Regional Awards:

- Jeffrey Butland Family Owned Small Business
- Minority Small Business Owner of the Year
- Veteran Small Business Owner of the Year
- Woman Small Business Owner of the Year
- Microenterprise of the Year
- Young Entrepreneur of the Year
- Small Business Manufacturer of the Year
- Financial Services Champion

MASSACHUSETTS SBA 2017 NOMINATION CRITERIA BY CATEGORY

GENERAL ELIGIBILITY REQUIREMENTS

Any legal resident of the United States or its Territories who owns and operates or who bears principal responsibility for operating a small business for a minimum of three years may be nominated. Partners who jointly own and operate a small business may be nominated as a "team", so long as the number of individuals in the team nomination does not exceed four(4).

Individuals who have received one type of SBA assistance such as, but not limited to an SBA loan, SCORE counseling, Small Business Development Center (SBDC) assistance, and Women's Business Center (WBC) assistance, government contracting assistance, disaster assistance, Emerging Leaders Initiative, or Boots to Business training.

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; including but not limited to expansion, exporting, addition of territories, or growth in square footage occupied.
- ✓ Growth in number of employees – Increases over three years must be in excess of growth in Gross Domestic Product.
- ✓ Increase in sales, net profit, and net worth for calendar years 2013, 2014, and 2015.
- ✓ Innovativeness of product or service offered – Explanation of how the product or service fits a niche not being adequately addressed by the competition.
- ✓ Response to adversity – examples of problems faced in the nominee's business and the methods used to solve them.
- ✓ Contributions to community-oriented projects – evidence of the use of his/her personal time and resources

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.
- ✓ Creative overseas marketing strategies.
- ✓ Effective solutions to export-related problems, including trade financing, payment, and currency issues; market-entry and logistical challenges; cultural differences, etc.
- ✓ Demonstrated encouragement of other small businesses to export.
- ✓ Volunteer assistance to other small businesses entering the export market
- ✓ Cooperation with other businesses in the creation of export trading companies and/or introduction of unique trading relationships, products or services.

JEFFREY BUTLAND FAMILY OWNED SMALL BUSINESS OF THE YEAR

Any small business that is family-owned and operated, with a 15-year track record that has been passed on from at least one generation to another.

- ✓ Evidence of success as measured by sales and profits.
- ✓ Increased employment opportunities.
- ✓ Development and utilization of innovative or creative business methods.
- ✓ Demonstrated entrepreneurial potential for long-term success.

MINORITY SMALL BUSINESS OWNER

Any individual who qualifies as a minority and who owns at least 51% and operates a small business may be nominated.

- ✓ Evidence of success as measured by sales and profits for the past three years.
- ✓ Increased employment opportunities.
- ✓ Development and utilization of innovative or creative business methods.
- ✓ Demonstrated entrepreneurial potential for long-term success.

VETERAN SMALL BUSINESS OWNER

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 for the past three years.
- √ Increased employment opportunities.
- √ Development and utilization of innovative or creative business methods.
- √ Demonstrated entrepreneurial potential for long-term success.

WOMAN SMALL BUSINESS OWNER

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 for the past three years.
- √ Increased employment opportunities.
- √ Development and utilization of innovative or creative business methods.
- √ Demonstrated entrepreneurial potential for long-term success.

MICROENTERPRISE

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.
- √ Response to adversity.
- √ Contributions to the community.
- √ Demonstrated creativity and/or commitment to a social mission in hiring policy, buying local, etc.

YOUNG ENTREPRENEUR

Any individual(s), under the age of 30, who owns at least 51% and operates a small business may be nominated.

- √ Evidence of success as measured by sales and profits for the past three years.
- √ Increased employment opportunities.
- √ Development and utilization of innovative or creative business methods.
- √ Demonstrated entrepreneurial potential for long-term success.

SMALL BUSINESS MANUFACTURER

Any small business manufacturer may be nominated.

- √ Evidence of success as measured by sales and profits for the past three years.
- √ Increased employment opportunities.
- √ Development and utilization of innovative or creative business methods.
- √ Demonstrated entrepreneurial potential for long-term success.