



Small Business Award Cover Sheet

Please identify which category or categories you would like to nominate a business for:

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

Jeffrey Butland Family Owned Business of the Year: 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.

Micro-Enterprise of the Year: A microenterprise which received SBA assistance (through SBA loan programs or as a client of our technical service providers) may be nominated. Microenterprise is defined as any small business with five or fewer employees including the owners.

Veteran-Owned Small Business of the Year: A small business with at least a three year track record which is majority-owned by a U.S. Armed Forces Veteran.

Woman-Owned Small Business of the Year: A small business with a track record of at least three years which is majority-owned by a woman.

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 30 by June 1, 2021.

Home-Based Business of the Year: A business based in the owner's home.

Minority-Owned Small Business of the Year: A business with at least a three year track record, which is majority-owned by an ethnic minority.

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. Requires having received SBA assistance.

Small Business Manufacturer of the Year: A business with at least a three year track record, which designs, manufactures, fabricates, assembles, or processes a finished product. This includes value-added food products.

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

Financial Services Champion of the Year: The following are criteria for the Financial Services Champion Award: Outside of regular business duties, the amount and quality of assistance given to small businesses to obtain financing, 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, and measurable accomplishments through the advocacy efforts of the financial services or accounting industries to advance small business interests.

Nominees will be judged on the following criteria, so please ensure your nomination addresses these topics:

- Staying power – a substantiated history as an established business with a track record of at least three years
- Growth in number of employees, sustained expansion
- Increase in sales and/or unit volume and net worth
- Innovativeness of product or service
- Response to adversity
- Contributions to aid community-oriented projects
- Proof of SBA loan, contracting or technical assistance

Please complete form 3300 and the appropriate nomination form, found at www.sba.gov/nsbw/awards and send the full, completed forms along with an original 8" x 10" or 5" x 7" photo of the nominee, or a digital photo, and any supporting documentation to Keith Lind at keith.lind@sba.gov, or if

sending a hard copy, to:
SBA Maine District Office
68 Sewall St., Room 512
Augusta, ME 04330