

## MINNESOTA SMALL BUSINESS WEEK AWARDS – 2020

### Awards Overview

As part of National Small Business Week, the Minnesota District Office of the U.S. Small Business Administration takes the opportunity to highlight the impact of outstanding entrepreneurs, small business owners, and those who champion small business around the state. Every day, they're working to grow small businesses, create jobs, drive innovation, and increase America's global competitiveness. The Minnesota District Office Small Business Week awards honor individuals and businesses that reflect Minnesota's diversity.

The nomination, eligibility criteria, selection process, evaluation criteria, and time frame for the various SBA Awards selected from nominated individuals or businesses are set forth in the following pages.

The SBA reserves the right, in its sole reasonable discretion, to remove a nominee from the selection process. All nominees will be subject to background checks. Adverse information obtained through the background check, including compliance with Federal civil rights laws, may result in disqualification by SBA. Winners will be selected by a panel of judges that may be comprised of both SBA employees and non-Federal employees. Non-federal employees serving as judges must sign a conflict of interest/non-disclosure certification. SBA employees may solicit nominations, but they cannot submit nominations on behalf of the nominee.

### Minnesota District Office Awards

- ❖ **Encore Entrepreneur** – for an individual who started their business after age 50
- ❖ **Family-Owned Small Business** – for businesses with a 15 year track record that has been handed from one generation to another
- ❖ **Minority-Owned Small Business** – for businesses 51% or more owned and controlled by one or more minorities
- ❖ **Minority Small Business Champion** – for individuals who have advanced small business opportunities for minorities
- ❖ **Veteran-Owned Small Business** - for businesses 51% or more owned and controlled by one or more Veterans, Active Duty Service members, Reservists, National Guard Members or their spouses
- ❖ **Veteran Small Business Champion** - for individuals who have advanced small business opportunities for veterans
- ❖ **Women in Business Champion** - for individuals who have advanced small business opportunities for women
- ❖ **Women-Owned Small Business** - for businesses 51% or more owned and controlled by one or more women
- ❖ **Young Entrepreneur** – for individuals who are majority owner and operator of a business and will not have turned age 30 by June 1, 2020

**MINNESOTA SMALL BUSINESS WEEK AWARDS - 2020**

**FINANCIAL SUMMARY TABLE  
(REQUIRED FOR BUSINESS NOMINATIONS)**

<b>Year</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
<b>Number of Employees</b>			
<b>Total Sales</b>			
<b>Net Profit (Before Tax)</b>			
<b>Total Assets</b>			
<b>Total Liabilities</b>			
<b>Net Worth</b>			

## MINNESOTA SMALL BUSINESS WEEK AWARDS - 2020

### ENCORE ENTREPRENEUR OF THE YEAR

Any individual who serves as a majority owner and operator or bears principal responsibility for operating a small business with a three-year track record, and who started the business after age 50, may be nominated. All nominees must be residents of and employed in the United States and will be subject to background checks. Any business owned and operated by the nominee must comply with federal civil rights laws.

Any individual or organization dedicated to the support of the small business community in the United States may submit a nomination for the Encore Entrepreneur of the Year Award. Individuals may also self-nominate.

Assess the business size at <https://www.sba.gov/document/support--table-size-standards>.

#### **Nominations**

The nomination package must include (in the following order):

- A completed background form (SBA Form 3300, Award Nominee Background Form) which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn). For “team” nominations, a background form is required for each team member;
- A completed SBA Form 3315 which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn);
- An original 8” x 10” or 5” x 7” photo of the nominee or a digital photo – at least 300 dpi is required; photocopies are not acceptable. For “team” nominations, a photo of each nominee or group photo is acceptable; and
- Additional supporting documentation deemed significant by the nominator, including news clips, letters of recommendation, nomination letter (if not self-nominated) and other evidence of the appropriateness of the nomination (supporting documentation must not exceed 10 pages). This should include the Financial Summary Table to support the information in Question 12 on Form 3315. Videos will not be considered.

**In addition to the above material, please provide details of the nominee’s qualifications at Question 15 on Form 3315 according to the following specific criteria. If necessary, one additional sheet may be used to complete questions.**

- Show efforts to make a positive difference in their community by meeting a community need and/or tackling a social challenge
- Increased employment opportunities created by the nominee's business

- Development and/or utilization of innovative or creative business methods
- Demonstrated entrepreneurial potential necessary for business success and economic growth

Nominations must be typewritten on 8-1/2" x 11" white paper and on one side only. They must be received by the Minnesota District Office no later than December 30, 2019.

**Please submit your package via mail or hand-delivery to our office at the following address:**

U.S. Small Business Administration  
330 Second Avenue South, Suite 430  
Minneapolis, MN 55401  
Attn: SMALL BUSINESS WEEK 2020

If you have any questions concerning the nomination process, please call the Minnesota SBA office at (612) 370-2324.

## MINNESOTA SMALL BUSINESS WEEK AWARDS - 2020

### FAMILY-OWNED SMALL BUSINESS OF THE YEAR

This award honors a family owned and operated business which has been passed on from one generation to another. Nominees must also serve as a majority owner and operator or bear principal responsibility for operating the small business which has at least a fifteen (15) year track record. All nominees must be residents of and employed in the United States and will be subject to background checks. Any business owned and operated by the nominee must comply with federal civil rights laws.

Any individual or organization dedicated to the support of the small business community in the United States may submit a nomination for the Family-Owned Small Business of the Year Award. Individuals may also self-nominate.

Assess the business size at <https://www.sba.gov/document/support--table-size-standards>.

#### **Nominations**

The nomination package must include (in the following order):

- A completed background form (SBA Form 3300, Award Nominee Background Form) which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn). For “team” nominations, a background form is required for each team member;
- A completed SBA Form 3315 which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn);
- An original 8” x 10” or 5” x 7” photo of the nominee or a digital photo – at least 300 dpi is required; photocopies are not acceptable. For “team” nominations, a photo of each nominee or group photo is acceptable; and
- Additional supporting documentation deemed significant by the nominator, including news clips, letters of recommendation, nomination letter (if not self-nominated) and other evidence of the appropriateness of the nomination (supporting documentation must not exceed 10 pages). This should include the Financial Summary Table to support the information in Question 12 on Form 3315. Videos will not be considered.

**In addition to the above material, please provide details of the nominee’s qualifications at Question 15 on Form 3315 according to the following specific criteria. If necessary, one additional sheet may be used to complete questions.**

- Evidence of success as measured by sales and profits, as based on financial information supplied in the nomination.
- Increased employment opportunities for family members and non-family members for the nominee's business.

- Demonstrated potential necessary for long-term business success and economic growth.
- Voluntary efforts to strengthen family-owned businesses within the community.

Nominations must be typewritten on 8-1/2" x 11" white paper and on one side only. They must be received by the Minnesota District Office no later than December 30, 2019.

**Please submit your package via mail or hand-delivery to our office at the following address:**

U.S. Small Business Administration  
330 Second Avenue South, Suite 430  
Minneapolis, MN 55401  
Attn: SMALL BUSINESS WEEK 2020

If you have any questions concerning the nomination process, please call the Minnesota SBA office at (612) 370-2324.

## MINNESOTA SMALL BUSINESS WEEK AWARDS - 2020

### MINORITY OWNED SMALL BUSINESS OF THE YEAR

Any business with a minimum three-year track record that is at least 51% owned and controlled by one or more minority persons, and primarily managed by one or more minority persons may be nominated. All nominees must be residents of and employed in the United States and will be subject to background checks. Any business owned and operated by the nominee must comply with federal civil rights laws.

Any individual or organization dedicated to the support of the small business community in the United States may submit a nomination for the Minority Owned Small Business of the Year Award. Individuals may also self-nominate.

Assess the business size at <https://www.sba.gov/document/support--table-size-standards>.

#### **Nominations**

The nomination package must include (in the following order):

- A completed background form (SBA Form 3300, Award Nominee Background Form) which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn) . For “team” nominations, a background form is required for each team member;
- A completed SBA Form 3315 which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn);
- An original 8” x 10” or 5” x 7” photo of the nominee or a digital photo – at least 300 dpi is required; photocopies are not acceptable. For “team” nominations, a photo of each nominee or group photo is acceptable; and
- Additional supporting documentation deemed significant by the nominator, including news clips, letters of recommendation, nomination letter (if not self-nominated) and other evidence of the appropriateness of the nomination (supporting documentation must not exceed 10 pages). This should include the Financial Summary Table to support the information in Question 12 on Form 3315. Videos will not be considered.

**In addition to the above material, please provide details of the nominee’s qualifications at Question 15 on Form 3315 according to the following specific criteria. If necessary, one additional sheet may be used to complete questions.**

- Evidence of success as measured by sales and profits, as based on financial information supplied in the nomination.
- Demonstrated potential necessary for long-term business success and economic growth, including increased employment opportunities.

- Response to adversity.
- Active in promoting issues in their community and minority employment.

Nominations must be typewritten on 8-1/2" x 11" white paper and on one side only. They must be received by the Minnesota District Office no later than December 30, 2019 .

**Please submit your package via mail or hand-delivery to our office at the following address:**

U.S. Small Business Administration  
330 Second Avenue South, Suite 430  
Minneapolis, MN 55401  
Attn: SMALL BUSINESS WEEK 2020

If you have any questions concerning the nomination process, please call the Minnesota SBA office at (612) 370-2324.

## MINNESOTA SMALL BUSINESS WEEK AWARDS - 2020

### MINORITY SMALL BUSINESS CHAMPION OF THE YEAR

Individuals who have fulfilled a commitment to support the advancement of small business opportunities for minority business owners may be nominated. Nominees are not required to be small business owners. All nominees must be residents of and employed in the United States and will be subject to background checks. Any business owned and operated by the nominee must comply with federal civil rights laws.

Any individual or organization dedicated to the support of the small business community in the United States may submit a nomination for the Minority Small Business Champion of the Year Award. Individuals may also self-nominate.

Assess the business size at <https://www.sba.gov/document/support--table-size-standards>.

#### **Nominations**

The nomination package must include (in the following order):

- A completed background form (SBA Form 3300, Award Nominee Background Form) which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn) . For “team” nominations, a background form is required for each team member;
- A completed SBA Form 3315 which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn);
- An original 8” x 10” or 5” x 7” photo of the nominee or a digital photo – at least 300 dpi is required; photocopies are not acceptable. For “team” nominations, a photo of each nominee or group photo is acceptable; and
- Additional supporting documentation deemed significant by the nominator, including news clips, letters of recommendation, nomination letter (if not self-nominated) and other evidence of the appropriateness of the nomination (supporting documentation must not exceed 10 pages). This should include the Financial Summary Table to support the information in Question 12 on Form 3315. Videos will not be considered.

**In addition to the above material, please provide details of the nominee’s qualifications at Question 15 on Form 3315 according to the following specific criteria. If necessary, one additional sheet may be used to complete questions.**

- Volunteer efforts beyond business/professional responsibilities to advance minority small business interests within the community, state and/or nation.
- Demonstrated efforts to improve conditions in the minority small business community as a whole, not solely for individual personal advancement.

- Voluntary efforts to provide professional services to the minority small business community in a legal, legislative, managerial or financial capacity.
- Demonstrated accomplishments in advising minority small business groups of opportunities within the overall business community.
- Other accomplishments demonstrating the nominee's merit as an effective advocate for minority small business interests.

Nominations must be typewritten on 8-1/2" x 11" white paper and on one side only. They must be received by the Minnesota District Office no later than December 30, 2019 .

**Please submit your package via mail or hand-delivery to our office at the following address:**

U.S. Small Business Administration  
330 Second Avenue South, Suite 430  
Minneapolis, MN 55401  
Attn: SMALL BUSINESS WEEK 2020

If you have any questions concerning the nomination process, please call the Minnesota SBA office at (612) 370-2324.

## MINNESOTA SMALL BUSINESS WEEK AWARDS - 2020

### VETERAN SMALL BUSINESS CHAMPION OF THE YEAR

Individuals who have fulfilled a commitment to advancing small business opportunities for veterans of the U.S. armed forces may be nominated. Nominees are not required to be veterans. All nominees must be residents of and employed in the United States and will be subject to background checks. Any business owned and operated by the nominee must comply with federal civil rights laws.

Any individual or organization dedicated to the support of the small business community in the United States may submit a nomination for the Veteran Small Business Champion of the Year Award. Individuals may also self-nominate.

Assess the business size at <https://www.sba.gov/document/support--table-size-standards>.

#### **Nominations**

The nomination package must include (in the following order):

- A completed background form (SBA Form 3300, Award Nominee Background Form) which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn) . For “team” nominations, a background form is required for each team member;
- A completed SBA Form 3315 which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn);
- An original 8” x 10” or 5” x 7” photo of the nominee or a digital photo – at least 300 dpi is required; photocopies are not acceptable. For “team” nominations, a photo of each nominee or group photo is acceptable; and
- Additional supporting documentation deemed significant by the nominator, including news clips, letters of recommendation, nomination letter (if not self-nominated) and other evidence of the appropriateness of the nomination (supporting documentation must not exceed 10 pages). This should include the Financial Summary Table to support the information in Question 12 on Form 3315. Videos will not be considered.

**In addition to the above material, please provide details of the nominee’s qualifications at Question 15 on Form 3315 according to the following specific criteria. If necessary, one additional sheet may be used to complete questions.**

- Active support for legislative or regulatory action designed to help small businesses.
- Evidence of increased business opportunities for veterans as a result of nominee's actions.
- Advisory activities to improve awareness among veteran's groups of small business opportunities.

- Advocacy of special consideration for veteran-owned small businesses in government policymaking.
- Demonstrated success in obtaining support within the community for the establishment of veteran-owned small businesses.
- Other accomplishments demonstrating the nominee's effective advocacy of veteran-owned small businesses.

Nominations must be typewritten on 8-1/2" x 11" white paper and on one side only. They must be received by the Minnesota District Office no later than December 30, 2019 .

**Please submit your package via mail or hand-delivery to our office at the following address:**

U.S. Small Business Administration  
330 Second Avenue South, Suite 430  
Minneapolis, MN 55401  
Attn: SMALL BUSINESS WEEK 2020

If you have any questions concerning the nomination process, please call the Minnesota SBA office at (612) 370-2324.

## MINNESOTA SMALL BUSINESS WEEK AWARDS - 2020

### VETERAN SMALL BUSINESS OF THE YEAR

Any business with a three-year track record which is 51% or more owned and controlled by an individual or individuals in one or more of the following groups may be nominated.

- Veterans (other than dishonorably discharged);
- Service-Disabled Veterans;
- Active Duty Military service member participating in the military's Transition Assistance Program (TAP);
- Reservists and National Guard Members; or
- Current spouse of any Veteran, Active Duty service member, or any Reservist or National Guard member; or widowed spouse of a service member who died while in service or of a service-connected disability.

All nominees must be residents of and employed in the United States and will be subject to background checks. Any business owned and operated by the nominee must comply with federal civil rights laws.

Any individual or organization dedicated to the support of the small business community in the United States may submit a nomination for the Veteran Small Business of the Year Award. Individuals may also self-nominate.

Assess the business size at <https://www.sba.gov/document/support--table-size-standards>.

#### **Nominations**

The nomination package must include (in the following order):

- A completed background form (SBA Form 3300, Award Nominee Background Form) which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn) . For "team" nominations, a background form is required for each team member;
- A completed SBA Form 3315 which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn);
- An original 8" x 10" or 5" x 7" photo of the nominee or a digital photo – at least 300 dpi is required; photocopies are not acceptable. For "team" nominations, a photo of each nominee or group photo is acceptable; and
- Additional supporting documentation deemed significant by the nominator, including news clips, letters of recommendation, nomination letter (if not self-nominated) and other evidence of the appropriateness of the nomination (supporting documentation must not exceed 10 pages). This should include the Financial Summary Table to support the information in Question 12 on Form 3315. Videos will not be considered.

**In addition to the above material, please provide details of the nominee's qualifications at Question 15 on Form 3315 according to the following specific criteria. If necessary, one additional sheet may be used to complete questions.**

- Evidence of success as measured by sales and profits, as based on financial information supplied in the nomination.
- Demonstrated potential necessary for long-term business success and economic growth, including increased employment opportunities.
- Response to adversity.
- Active in promoting veteran's community issues and veteran's employment.

Nominations must be typewritten on 8-1/2" x 11" white paper and on one side only. They must be received by the Minnesota District Office no later than December 30, 2019 .

**Please submit your package via mail or hand-delivery to our office at the following address:**

U.S. Small Business Administration  
330 Second Avenue South, Suite 430  
Minneapolis, MN 55401  
Attn: SMALL BUSINESS WEEK 2020

If you have any questions concerning the nomination process, please call the Minnesota SBA office at (612) 370-2324.

## SMALL BUSINESS WEEK AWARDS – 2019

### WOMEN IN BUSINESS CHAMPION OF THE YEAR

Any individual who has fulfilled a commitment to the advancement of women's business ownership may be nominated. Nominees are not required to be small business owners. All nominees must be residents of and employed in the United States and will be subject to background checks. Any business owned and operated by the nominee must comply with federal civil rights laws.

Any individual or organization dedicated to the support of the small business community in the United States may submit a nomination for the Women in Business Champion of the Year Award. Individuals may also self-nominate.

Assess the business size at <https://www.sba.gov/document/support--table-size-standards>.

#### **Nominations**

The nomination package must include (in the following order):

- A completed background form (SBA Form 3300, Award Nominee Background Form) which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn) . For "team" nominations, a background form is required for each team member;
- A completed SBA Form 3315 which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn);
- An original 8" x 10" or 5" x 7" photo of the nominee or a digital photo – at least 300 dpi is required; photocopies are not acceptable. For "team" nominations, a photo of each nominee or group photo is acceptable; and
- Additional supporting documentation deemed significant by the nominator, including news clips, letters of recommendation, nomination letter (if not self-nominated) and other evidence of the appropriateness of the nomination (supporting documentation must not exceed 10 pages). This should include the Financial Summary Table to support the information in Question 12 on Form 3315. Videos will not be considered.

**In addition to the above material, please provide details of the nominee's qualifications at Question 15 on Form 3315 according to the following specific criteria. If necessary, one additional sheet may be used to complete questions.**

- Active support for legislative or regulatory action designed to help small businesses.
- Efforts to increase business and financial opportunities for women.
- Legal, financial or managerial assistance provided to enhance women's business ownership.

- Voluntary efforts to strengthen the role of women business owners within the community.
- Advocacy of the women-owned business community as a whole, not solely for individual personal advancement.
- Other accomplishments demonstrating effectiveness in improving the environment for the creation and expansion of businesses owned and operated by women.

Nominations must be typewritten on 8-1/2" x 11" white paper and on one side only. They must be received by the Minnesota District Office no later than December 30, 2019 .

**Please submit your package via mail or hand-delivery to our office at the following address:**

U.S. Small Business Administration  
330 Second Avenue South, Suite 430  
Minneapolis, MN 55401  
Attn: SMALL BUSINESS WEEK 2020

If you have any questions concerning the nomination process, please call the Minnesota SBA office at (612) 370-2324

## MINNESOTA SMALL BUSINESS WEEK AWARDS - 2020

### WOMEN OWNED SMALL BUSINESS OF THE YEAR

Any business with a three-year track record that is at least 51% owned and controlled by one or more women, and primarily managed by one or more women may be nominated. All nominees must be residents of and employed in the United States and will be subject to background checks. Any business owned and operated by the nominee must comply with federal civil rights laws.

Any individual or organization dedicated to the support of the small business community in the United States may submit a nomination for the Women-Owned Small Business of the Year Award. Individuals may also self-nominate.

Assess the business size at <https://www.sba.gov/document/support--table-size-standards>.

#### **Nominations**

The nomination package must include (in the following order):

- A completed background form (SBA Form 3300, Award Nominee Background Form) which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn) . For “team” nominations, a background form is required for each team member;
- A completed SBA Form 3315 which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn);
- An original 8” x 10” or 5” x 7” photo of the nominee or a digital photo – at least 300 dpi is required; photocopies are not acceptable. For “team” nominations, a photo of each nominee or group photo is acceptable; and
- Additional supporting documentation deemed significant by the nominator, including news clips, letters of recommendation, nomination letter (if not self-nominated) and other evidence of the appropriateness of the nomination (supporting documentation must not exceed 10 pages). This should include the Financial Summary Table to support the information in Question 12 on Form 3315. Videos will not be considered.

**In addition to the above material, please provide details of the nominee’s qualifications at Question 15 on Form 3315 according to the following specific criteria. If necessary, one additional sheet may be used to complete questions.**

- Evidence of success as measured by sales and profits, as based on financial information supplied in the nomination.
- Demonstrated potential necessary for long-term business success and economic growth, including increased employment opportunities.

- Response to adversity.
- Active in promoting women's community issues and women's employment.

Nominations must be typewritten on 8-1/2" x 11" white paper and on one side only. They must be received by the Minnesota District Office no later than December 30, 2019 .

**Please submit your package via mail or hand-delivery to our office at the following address:**

U.S. Small Business Administration  
330 Second Avenue South, Suite 430  
Minneapolis, MN 55401  
Attn: SMALL BUSINESS WEEK 2020

If you have any questions concerning the nomination process, please call the Minnesota SBA office at (612) 370-2324.

## MINNESOTA SMALL BUSINESS WEEK AWARDS - 2020

### YOUNG ENTREPRENEUR OF THE YEAR

Any individual who serves as a majority owner and operator or bears principal responsibility for operating a small business with a three-year track record, and who will not have reached the age of thirty (30) by June 1, 2020, may be nominated. All nominees must be residents of and employed in the United States and will be subject to background checks. Any business owned and operated by the nominee must comply with federal civil rights laws.

Any individual or organization dedicated to the support of the small business community in the United States may submit a nomination for the Young Entrepreneur of the Year Award. Individuals may also self-nominate.

Assess the business size at <https://www.sba.gov/document/support--table-size-standards>.

#### **Nominations**

The nomination package must include (in the following order):

- A completed background form (SBA Form 3300, Award Nominee Background Form) which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn) . For “team” nominations, a background form is required for each team member;
- A completed SBA Form 3315 which is available through the Minnesota District Office and online at [www.sba.gov/mn](http://www.sba.gov/mn);
- An original 8” x 10” or 5” x 7” photo of the nominee or a digital photo – at least 300 dpi is required; photocopies are not acceptable. For “team” nominations, a photo of each nominee or group photo is acceptable; and
- Additional supporting documentation deemed significant by the nominator, including news clips, letters of recommendation, nomination letter (if not self-nominated) and other evidence of the appropriateness of the nomination (supporting documentation must not exceed 10 pages). This should include the Financial Summary Table to support the information in Question 12 on Form 3315. Videos will not be considered.

**In addition to the above material, please provide details of the nominee’s qualifications at Question 15 on Form 3315 according to the following specific criteria. If necessary, one additional sheet may be used to complete questions.**

- Evidence of success as measured by sales and profits, as based on financial information supplied in the nomination.
- Increased employment opportunities created by the nominee's business.
- Development and/or utilization of innovative or creative business methods.

- Demonstrated entrepreneurial potential necessary for long-term business success and economic growth.

Nominations must be typewritten on 8-1/2" x 11" white paper and on one side only. They must be received by the Minnesota District Office no later than December 30, 2019 .

**Please submit your package via mail or hand-delivery to our office at the following address:**

U.S. Small Business Administration  
330 Second Avenue South, Suite 430  
Minneapolis, MN 55401  
Attn: SMALL BUSINESS WEEK 2020

If you have any questions concerning the nomination process, please call the Minnesota SBA office at (612) 370-2324.