

## **GUIDELINES**

### **Small Business Week 2015**

“For centuries, America’s progress has been driven by pioneers who think big, take risks, and work hard. Where their ideas take root, we find inventions that can change the way we live. And when their businesses take off, they fuel an engine of economic growth and job creation that moves America forward. During National Small Business Week, we celebrate the generations of entrepreneurs who have given their all to realize a dream, and we renew our promise to help their businesses grow, hire, and succeed.”

#### **Barack Obama, President of the United States**

Dear Supporters of America’s Small Business Community:

Every year since 1963, the President of the United States has issued a proclamation announcing National Small Business Week, which recognizes the critical contributions of America’s entrepreneurs and small business owners. As you might know, more than half of Americans either own or work for a small business, and they create about two out of every three new jobs in the U.S. each year.

As part of National Small Business Week, the U.S. Small Business Administration takes the opportunity to highlight the impact of outstanding entrepreneurs, small business owners, and others from all 50 states and U.S. territories. Every day, they’re working to grow small businesses, create 21<sup>st</sup> century jobs, drive innovation, and increase America’s global competitiveness.

Thank you for helping find and nominate candidates for the most prestigious annual small business awards in America.

Warm regards,

**The Nevada District Team**

*All SBA programs and services are provided on a nondiscriminatory basis.*

## INTRODUCTION

In recognition of the small business community's contribution to the American economy and society, the President of the United States designates one week each year as National Small Business Week.

Leading up to National Small Business Week 2014, the U.S. Small Business Administration (SBA), often in conjunction with public- and private-sector small business supporters, will host special events at the local and state levels to honor and present awards to local entrepreneurs and those who support and champion small business. Many of the award winners from those local and state events will be invited to Washington, D.C. for National Small Business Week.

Nevada SBA Awards given in celebration of National Small Business Week include the following awards:

- **Small Business Person of the Year**
- **Small Business Exporter of the Year**
- **Young Entrepreneur of the Year** (under 30 by 6/1/14)
- **Microenterprise Person of the Year** (5 employees or fewer)
- **Minority Owned Business of the Year**
- **Family Owned Business of the Year**
- **Woman Owned Business of the Year**
- **Veteran Owned Business of the Year**
- **Rural Business of the Year**
- **Entrepreneurial Spirit Award**

Individuals may not be nominated for more than one SBW 2014 award category.

Individuals who have received a small business award in the past five years are not eligible.

*The Agency reserves the right, in its sole reasonable discretion, to remove a nominee from the selection process.*

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## ELIGIBILITY and CRITERIA

### **SBA Small Business Person of the Year Award**

#### Who is eligible to be nominated for this award?

Any individual who owns and operates or who bears principal responsibility for operating a small business 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. A nominee for Small Business Person of the Year must own or operate a business defined as "small" under the applicable SBA size standards. Individuals who have received the Small Business Person Award at the State level within the past five years are not eligible.

Nominees must also be residents of the United States or its territories and will be subject to background checks. Small businesses owned and operated by nominees must comply with federal civil rights laws. While receipt of SBA assistance is not required, it is preferred.

Who may submit nominations for this award?

Any individual, or organization dedicated to the support of the small business community in the United States, including trade and professional associations and business organizations.

What are the selection procedures for this award?

The Small Business Persons of the Year Award winner will be selected at the state and national levels. Winners at each level will be selected by a panel of judges. Winners at each level will be considered for awards at the next highest level. The National Small Business Person of the Year will be selected by the SBA Administrator based on the recommendations of the Agency's National Small Business Week panel of judges. The winner will be announced during National Small Business Week.

In evaluating the nomination for the Small Business Person of the Year award, the judges will look at the following criteria:

1. Staying power:
  - Number of years in business.
  - Expansion.
  - Steady growth in net worth.
2. Growth in number of employees.
3. Increase in sales and/or unit volume.
4. Current and past financial performance - improved financial position of the business.
5. Innovativeness of product or service.

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**ELIGIBILITY and CRITERIA**

- **Young Entrepreneur of the Year** (under 30 by 6/1/15)
- **Minority Owned Business of the Year**
- **Woman Owned Business of the Year**
- **Small Business Exporter of the Year**
- **Family Owned Business of the Year**
- **Rural Business of the Year**
- **Microenterprise Person of the Year** (5 employees or fewer)
- **Veteran Owned Business of the Year**
- **Entrepreneurial Spirit Award**

Who may submit nominations for these awards?

Any individual, or organization dedicated to the support of the small business community in the United States, including trade and professional associations and business organizations.

In evaluating the nomination, the judges will look at the following criteria:

### **SBA Young Entrepreneur of the Year**

1. Has not have reached the age of 30 by June 1, 2015.
2. Must be considered a small business as defined by the SBA.
3. Has been in business not less than one year.
4. Evidence of success as measured by sales and profits.
5. Development and/or utilization of innovative or creative business methods.
6. Demonstrated entrepreneurial potential necessary for long-term business success and economic growth.

### **Minority Owned Small Business of the Year**

1. Business is owned and controlled by a socially disadvantaged individual.  
(Definition: <http://www.sba.gov/content/who-are-socially-disadvantaged-individuals>)
2. Must be considered a small business as defined by the SBA.
3. Has been in business not less than one year.
4. Evidence of success as measured by sales and profits.
5. Demonstrated entrepreneurial potential necessary for long-term business success and economic growth.

### **Women Owned Small Business of the Year**

1. Business is owned and controlled by a woman/women.
2. Must be considered a small business as defined by the SBA.
3. Has been in business not less than one year.
4. Evidence of success as measured by sales and profits.
5. Demonstrated entrepreneurial potential necessary for long-term business success and economic growth.

### **Small Business Exporter of the Year**

1. Must be considered a small business as defined by the SBA.
2. Increased sales, profits and/or growth of employment because of exporting, either market entry or expansion.
3. Creative overseas marketing strategies.
4. Effective solutions to export-related problems.

### **Family Owned Business of the Year**

1. Must be considered a small business as defined by the SBA.
2. Must be family owned and family operated.
3. Has been in business not less than one year.
4. Evidence of success as measured by sales and profits.
5. Demonstrated entrepreneurial potential necessary for long-term business success and economic growth.

### **Rural Business of the Year**

1. Business is located in a rural area of Nevada, with a population of less than 50,000.
2. Must be considered a small business as defined by the SBA.
3. Has been in business not less than one year.
4. Evidence of success as measured by sales and profits.
5. Demonstrated entrepreneurial potential necessary for long-term business success and economic growth.

**Microenterprise Person of the Year**

1. Business employs five employees or fewer (including owner/s).
2. Has been in business not less than one year.
3. Evidence of success as measured by sales and profits.
4. Demonstrated entrepreneurial potential necessary for long-term business success and economic growth.

**Veteran Owned Business of the Year**

1. Must be considered a small business as defined by the SBA.
2. Must be owned by a U.S. military veteran.
3. Has been in business not less than one year.
4. Evidence of success as measured by sales and profits.
5. Demonstrated entrepreneurial potential necessary for long-term business success and economic growth.

**Entrepreneurial Spirit Award**

The winner of this award has shown initiative, collaboration and leadership in fostering the development of small businesses in Nevada in the areas of education, financing, mentoring or other forms of support. These efforts have resulted in the startup, growth and/or success and recognition of small businesses.