

2014 SBA Mississippi Home Based Business Champion of the Year

An Individual who has fulfilled a commitment to improving the climate of home-based business ownership. Nominees may or may not be current small business owners.

1. Volunteer efforts to improve the conditions for home-based businesses.
2. Entrepreneurial training, policy development efforts, or financial or business planning specifically tailored for home-based businesses.
3. Demonstrated interest in home-based businesses by an owner or former owner.
4. Measurable accomplishments in advancing home-based businesses, such as adoption of public policy or expansion of a program.

What information must the nomination package contain?

Nominations must be typewritten on one side of 8 1/2" x 11" white stationery, collated and secured in a 1 1/2" binder. Incomplete nomination packages will not be considered. All evaluation/selection criteria must be specifically addressed. A complete nomination package will include, in the following order:

1. A single cover page stating —
 - the nominee's full name, title, business and home addresses with telephone and fax numbers, and e-mail address if applicable;
 - the award for which the nomination is being made;
 - the nominator's name, title, place of business, business address and telephone number and e-mail address if applicable; and
 - a one-paragraph description of the nominee's business and/or professional occupation.
2. A completed background form (SBA Form 3300, Award Nomination Form)
3. An original 8" x 10" or 5" x 7" photo of the nominee; or a digital photo – at least 300 dpi; photocopies are not acceptable.
4. Four to five additional photos from the nominee's company/organization, employees at work.
5. A nomination letter, to include a concise statement of the qualities and performance that merit the award, not exceeding four pages.
6. A brief biography of the nominee, not exceeding one page.
7. The nominee's business financial statement — including balance sheets, profit-and-loss statements and financial reports — not exceeding 12 pages, on 8 1/2" x 11" paper – for the last three years, if applicable.
8. A business profile, not exceeding one page.
9. Any other supporting documentation deemed significant by the nominator, including news clips, letters of recommendation and other evidence of the appropriateness of the nomination. Supporting documentation must not exceed 10 pages. Videos will not be considered.
10. A signed and dated Consent for Disclosure of Information (SBA Form 2137).