

2012 SBA North Carolina Women in Business Champion of the Year

An individual who has fulfilled a commitment to the advancement of women's business ownership may be nominated. Nominees may or may not be small business owners.

1. Active support for legislative or regulatory action designed to help small businesses.
2. Efforts to increase business and financial opportunities for women.
3. Legal, financial or managerial assistance provided to enhance women's business ownership.
4. Voluntary efforts to strengthen the role of women business owners within the community.
5. Advocacy of the women-owned business community as a whole, not solely for individual personal advancement.
6. Other accomplishments demonstrating effectiveness in improving the environment for the creation and expansion of businesses owned and operated by women.

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).

Nominations due no later than **Thursday, November 10, 2011** to:

SBA North Carolina District
 Small Business Week Awards Committee
 6302 Fairview Road, Suite 300
 Charlotte, NC 28210-2227
 (704) 344-6563



Help us recognize outstanding small business owners and Champions in the small business community

SBA 2012 SMALL BUSINESS AWARDS
TO NOMINATE A NORTH CAROLINA WINNER, PLEASE CHECK ONE OR MORE AWARD CATEGORIES

Small Business Person Awards

Small Business Person of the Year: For an individual who owns and operates or bears principal responsibility for operating a small business that has demonstrated, survival, growth, innovation, and community support.

Small Business Champion Awards (Champions may or may not be small business owners)

Financial Services Champion of the Year: Assisted small businesses to increase the usefulness and availability of accounting or financial services.

Home-based Business Champion of the Year: For an individual who has experienced the rewards and difficulties of a home-based business and has dedicated volunteer efforts to improve the climate for these businesses.

Minority Small Business Champion of the Year: Fulfilled a commitment to support minority entrepreneurship.

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.

Women in Business Champion of the Year: Individuals who have fulfilled a commitment to the advancement of women's business ownership.

SBA Awards to other Small Businesses

Entrepreneurial Success: Must own and operate a business initially launched as small by SBA size standards and subsequently developed into a large business; and must have received SBA assistance to help the business grow.

Small Business Exporter of the Year: For an individual who owns and operates small business engaged in exporting.

SBA Young Entrepreneur of the Year: For an individual who serves as a majority owner and bears principal responsibility for operating a small business with a three year track record, and who will not have reached age 30 by June 1, 2012.

Jeffrey Butland Family-owned Business of the Year: For a family-owned & operated business (with at least a 15-year track record) which has been passed from one generation to another. Nominee must be majority owner/operator or bear principal responsibility for the business.

Nominee Information:

I nominate _____ **Title:** _____

Company/Organization _____

Address: _____ **City** _____ **St** _____ **Zip** _____

Reasons for nomination _____

Name of Nominator _____ **Title:** _____

Company/Organization _____

Address: _____ **City** _____ **St** _____ **Zip** _____

Please mail or fax this page to April Gonzalez Fax Number: (704) 344-6769 or mail to: Small Business Awards Committee, SBA North Carolina District , 6302 Fairview Road, Suite 300, Charlotte NC 28210

**A formal nomination package must be submitted by Thursday, November 10, 2011, to compete.
You can duplicate this page for additional nominees.**