



U.S. Small Business Administration

Since 1963, National Small Business Week and SBA have honored the outstanding spirit and accomplishments of small businesses across the nation who contribute so much to our communities, the economy and the American way of life.

Candidates for the Family Owned Small Business of the Year

Honors Family owned and operated business with more than a 15-year history and that has passed some ownership and operational from one generation to another.

- Nominee/Family members must have some ownership and bear principal operating responsibility for the family business.
• SBA's size standards apply in the determination of eligibility.
• All nominations must be signed and Consent for Disclosure and Form 1926 will be required.

Information forms with the completed nominations must be delivered no later than Nov 4, 2019 at 4:30pm

to the SBA Hawaii District Office 500 Ala Moana Blvd., Suite 1-306 Honolulu, HI 96813 (808) 541-2990 www.sba.gov/hi

2020 SBA Small Business Awards FAMILY OWNED SMALL BUSINESS OF THE YEAR

Business Name: _____

Lead Owner(s): _____

Up to 4 principals may be nominated & must complete required forms.

Title: _____

Phone: _____ Email: _____

Street Address: _____

City: _____ State: HI Zip code _____

NAICS/Industry Code: _____ # Employees _____

Start operation (MMYYYY): _____ Type (LLC/Corp): _____

Home Address: _____

Web address: _____

Nominator Name: _____

Affiliation/Business: _____

Phone: _____ Email: _____

Street Address: _____

City: _____ State: _____ Zip code _____

Provide a brief one paragraph description of the small business:

Give a concise statement clearly describing the qualifications of this individual to be recognized with this award, include succession of family members:

Type and date of SBA Assistance: _____

This may include lending and contracting support (8a), training, and consulting with SBA, SBDC, SCORE, WBC, Export, VBOC, Emerging Leaders, etc.

SELECTION CRITERIA FOR FAMILY OWNED SMALL BUSINESS OF THE YEAR

Nominations will be evaluated by the following criteria:

I. Evidence of success as measured by sales and profits. Please include gross revenues for the past three years:

2016	2017	2018

(Profit and loss statements and balance sheets for the past three years will be required from the State winner.)

	2016	2017	2018
Total Assets			
Total Liabilities			
Revenues			
E.B.I.T.			
Net Worth			

Comments:

II. Staying Power and Response to Marketplace for ongoing operation

III. Increased employment opportunities for family members and non-family members for the nominee's business.

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

V. **Voluntary efforts** to strengthen family-owned businesses within the community.

VI. Other examples of contributions and participation to support the local community.

Information Sheet

The prestigious **SBA Small Business Awards** honor the outstanding small business men and women who demonstrate excellence and achievement. All nominees and nominees' businesses must comply with state and federal regulations regarding labor, immigration, civil rights, taxation, and other applicable regulations. SBA Form 1926 Nominee Background form must be completed, signed and submitted by each individual or team member nominated for an award.

Any financial or other proprietary information provided as required for the nomination will be held in strict confidence by SBA and the selection committee. The Hawaii District Office does not release this information to the public or the media. Selection committee members/judges are also vetted by the U.S. Small Business Administration.

By submitting the completed nomination form, the nominee certifies that, to the best of his/her knowledge, the information provided is correct and the business has complied with regulations, as stated above.

Please note that **SBA will accept only one nomination per person or business entity within an award category.** If a duplicate nomination is received, the nomination submitted to HDO at the earliest time will be considered for the award. Individuals and **businesses may only be nominated in one award category** each year. **SBA winners who were honored in this award category prior to the 2017 awards (more than three years ago) may be nominated** if they continue to meet all criteria for eligibility for the award.

Two headshots/portrait-type photographs and 5-6 colored photo images of the winner, their business operation, and at least one photo with/of their nominator will be required for publicity and the State Luncheon presentation. The photos may be in digital format and **will be due in the District Office in early February 2020.**

- Yes No
 I would like my nomination to be reviewed and submitted for other small business awards that would recognize my achievements in business and community.
- Please contact me prior to submission.

Nominator / Sponsor Acknowledgements with signatures:

1) _____ Date _____ 2) _____ Date _____

Nominee Signature(s):

1) _____ Date _____ 2) _____ Date _____

Received at SBA District Office on _____ by _____.