



# 2019 Small Business Leadership Award **NOMINATION FORM**

*The Small Business Leadership Award was established by William Carey University and the Area Development Partnership in 1990 to recognize the important contributions small businesses make to the economic, social, and cultural life of the community and the particular achievements of one individual or family.*

*The award is given in memory of Dr. Joe Roberts, former professor of communication at William Carey University. Dr. Roberts was also a successful businessman and one of the founders of Aycock-Roberts Furniture.*

## **QUALIFICATIONS**

- Nominees are required to be a member of the ADP
- Nominees must exhibit respectable character in the community and its mission must not conflict with the mission of William Carey University
- Nominees may be from either “for-profit” or “not-for-profit” sectors
- Previous Small Business Leadership Award recipients are not eligible for nomination
- Employ 100 people or less
- Business operations are localized geographically except for marketing
- The business is small compared to the biggest firms in the industry
- Financing of business is supplied by one individual or a small group
- Operations are conducted in a most ethical business manner as per the Judeo-Christian ethic
- Business is financially sound and has shown stability and growth over the years
- Business/Professional reference required
- Demonstration of community involvement; Nominee is involved in community service and known for having regard for individuals as people

## **NOMINATION PROCEDURE**

- Candidates may self-nominate.
- Complete the nomination form as thoroughly as possible to ensure a comprehensive profile of your nominee.
- Completed nomination forms must be received **NO LATER THAN 5:00 p.m. on March 15, 2019.**

**RETURN COMPLETED FORM TO:**  
**THE SMALL BUSINESS LEADERSHIP AWARD**  
c/o William Carey University  
School of Business, Box 18  
498 Tuscan Avenue  
Hattiesburg, MS 39401  
Fax: (601) 296-7505      Email: [c.dale@wmcarey.edu](mailto:c.dale@wmcarey.edu)

## **COMPLETING THE FORM**

- Nominations for the SMALL BUSINESS LEADERSHIP AWARD should be submitted using this nomination form and format
- Additional nomination forms are available online at [www.theadp.com](http://www.theadp.com)
- Computerized versions of this nomination form will be accepted. However, the format must be identical
- If necessary, one additional typed page of information may also be submitted
- We cannot accept handwritten documents
- Nominees are strongly encouraged to assist in completing the form

## **SELECTION PROCESS**

- A confirmation letter will be sent to nominees meeting the qualifications of this recognition upon the Chamber’s receipt of the completed nomination form
- The Nominating Committee is comprised of faculty and staff of William Carey University
- The Small Business Award winner will be announced at the 2019 Small Business Leadership Award Luncheon on May 1<sup>st</sup>.

**NOMINEE:**

BUSINESS NAME \_\_\_\_\_ YEAR FOUNDED \_\_\_\_\_

NAME OF TOP EXECUTIVE \_\_\_\_\_ HIS/HER TITLE \_\_\_\_\_

PREFERRED ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

E-MAIL \_\_\_\_\_

WEB ADDRESS \_\_\_\_\_

**NOMINATOR (If not self-nominated):**

NAME \_\_\_\_\_ TITLE \_\_\_\_\_

COMPANY/ORGANIZATION NAME (If applicable) \_\_\_\_\_

PREFERRED ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

E-MAIL \_\_\_\_\_

**WORKPLACE EXCELLENCE**

*(Leadership/management team innovation, growth/stability in employment, employee satisfaction)*

**FINANCIAL PERFORMANCE**

*(Percentage of revenue growth/stability over the past five years)*

**SUSTAINABILITY OF BUSINESS**

*(Number of years in business, response to adversity, succession plan)*

**COMMUNITY INVOLVEMENT**

*(Participation in trade or professional associations, board positions, community and social responsibility, including organization-wide volunteer activities)*