

Please complete this form by typing in the fields. Save the file to your local hard-drive and then email a copy to northwest@isbdc.org.

If you are unsure about nominating a candidate or have any questions, contact us at (219) 644-3513 or northwest@isbdc.org. Thank you.
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Eligible: Individual(s) responsible for a small business which has had a minimum of 3 years growth and growth potential.



Cover Sheet

AWARD: Small Business Person(s)

NOMINEE(S) INFORMATION

FULL NAME(S) _____

TITLE _____

BUSINESS NAME _____

BUSINESS ADDRESS _____

PHONE _____

EMAIL _____

BUSINESS WEBSITE _____

YEARS IN BUSINESS _____

BRIEFLY DESCRIBE NOMINEE'S BUSINESS:

HAS NOMINEE RECEIVED SBA ASSISTANCE

If yes, describe type of assistance and the year(s) provided.

NOMINATOR INFORMATION

FULL NAME _____

TITLE _____

BUSINESS _____

ADDRESS _____

PHONE _____

EMAIL _____

BIOGRAPHY: Brief biography of the Small Business Person nominee(s).

BUSINESS PROFILE: Profile your business, when and how it was started, what the company sells, what markets you serve. Show:

- Number of years in business
- Sustained expansion, addition of territories, growth in square footage occupied

Provide evidence of growth in number of employees to gauge the impact of the business on the job market. Has job growth been sustained over at least three years?

Describe innovation of products or services that illustrate the creativity and resourcefulness of the nominee. Please be specific and explain how the product or service fits a unique niche.

| FINANCIAL SUMMARY | | | |
|--------------------------------|-------------|-------------|-------------|
| Year | 2018 | 2019 | 2020 |
| Number of Employees | | | |
| Total Sales | | | |
| Net Profit (Before Tax) | | | |
| Total Assets | | | |
| Total Liabilities | | | |
| Net Worth | | | |

Kept Confidential

Based on the Financial Summary chart, please explain in more detail the year to year changes in financial measures and number of employees.

Give examples of problems faced in the nominee's business and the methods used to solve them. How has the business been affected by current economic conditions/the pandemic? What defined actions were taken by the nominee to respond to these conditions?

Demonstrate contributions to the community-oriented projects that evidence the use of personal time and resources. List of specific contributions of money, time, or resources to charitable causes.

List Membership in councils, boards and clubs providing support and services to the community.