

the **Ohio**
Keys to Success
awards ceremony
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Nomination
FORM



Ohio

Department of
Development



Through the **Ohio Keys To Success Awards ceremony**, the Small Business Development Centers of Ohio and corporate sponsors recognize the accomplishments and economic contributions of some of Ohio's successful women business owners and reward them for their significant contributions to our local, state, and national economies.

Awards Event Sponsors



The Small Business Development Center of Ohio is a partnership program with the Ohio Department of Development and the U.S. Small Business Administration. Programs are provided on a non-discriminatory basis and available to individuals with disabilities.

Past Recipients **The Awards did not take place in 2005*

2008

Ailish Murphy
MurTech Consulting, LLC

Marsha E. Smith
Marsha's Buckeyes, LLC

Betty M. Owens
Ameridian Specialty
Services, Inc.

Deborra James
DP James, LLC

Rachel Downey
Studio Graphique, Inc.

Dr. Kimberly Wells
Wells Chiropractic

2007

Sandra Moody
Dehan Enterprises Insurance
& Financial Services, LLC

Billie McClelland & Shari
Brown
Polymer Services of Ohio

Sherry B. Oakes
Design Homes &
Development Co., Inc.

Lisa Rothstein King
Brownie Points, Inc.

Betsy Ross
Game Day Communications

Jacquelyn A. Clark
News-2-You Inc.

2006*

Angela Fronista
Business Technologies and
Solutions

Nancy Kister
O&P Oil and Gas

Nancy Kramer
Resource Interactive

Patricia Miller
SpaceBound Inc.

Sheri S. Tackett
Delta Energy

Application Requirement

Ohio women-owned businesses seeking consideration for the Ohio Keys To Success Award must meet the following guidelines:

Nomination Package

The nomination package should include the candidate's photo, resume or biography, a description of her background and business leadership, and the company logo. The package must also include the completed cover page and questionnaire, release authorization, and any additional information to support the candidate's nomination on typed pages. Winners will be notified by telephone before October 9 and will be recognized at an awards ceremony on November 19 at the Vern Riffe Center in Columbus, Ohio. Each winner will be given the opportunity to deliver a three-minute acceptance speech.

Nomination Package Checklist and Package Order

To ensure judging efficiency, we ask that each nomination package include the following labeled components in the same order:

1. Completed cover page and pages 3-6 of nomination form
2. Resume or biography
3. Description of background and business leadership
4. Candidate's photo
5. Any additional information to support the candidates nomination

Criteria

To be considered for the Ohio Keys To Success Award, businesses must meet all of the following criteria:

- ✓ Majority female-owned (51 percent or more)
- ✓ Sales greater than \$250,000 in annual revenue, except in the Service (minimum \$200,000) and Rising

Star (minimum \$150,000) categories. Social and youth entrepreneurs are not required to provide annual revenue

- ✓ Well-established, growing, and profitable for the 2008 federal tax reporting period
- ✓ Ohio-based
- ✓ In operation for one year
- ✓ A Social Entrepreneur is someone who recognizes a social problem and uses entrepreneurial principles to organize, create, and manage a venture to make social change; and
- ✓ A Youth Entrepreneur is 21 years of age or younger.

Successful nominees will also demonstrate and promote an empowering work environment and involvement in their community.

Previous award winners are not eligible to receive this award for five years after first award.

Award Categories

Awards will be presented in the following categories:

- ✓ Manufacturing/Technology
- ✓ Service
- ✓ Wholesale/Retail
- ✓ Real Estate/Construction
- ✓ Rising Star (in business less than five years)
- ✓ Healthcare/Medical
- ✓ Marketing/Advertising/Public Relations
- ✓ Social Entrepreneur
- ✓ Youth Entrepreneur

Procedural Guidelines

The nomination form and attachments become the sole basis for the evaluation of winners. Send the original and one copy. Please use paper clips or binder clips to attach documents; no staples or binding. Materials will not be returned.

Nomination Questionnaire

For More Information:

Contact the Ohio Department of Development's Small Business Development Centers at www.ohiosbdc.org or call (800) 848-1300 ext. 6-2711 or (614) 466-2711 for additional copies of the nomination form or to request the Ohio's Keys To Success Awards registration form. This form is also available on-line at www.entrepreneurio.org.

Your responses to this questionnaire will be kept confidential.

Please fill out this form as completely and accurately as possible. Candidates considered for the Ohio Keys To Success Award will be required to verify all information provided on the nomination form. Subsequent to this review, candidates will be notified if any further information is required. A representative from the Awards Selection Committee may schedule a personal visit with each winner.

Type of industry and/or award category (check box that applies):

- Manufacturing/Technology
- Service
- Wholesale/Retail
- Real Estate/Construction
- Rising Star (in business less than five years)
- Community Service
- Healthcare/Medical
- Marketing/Advertising/Public Relations
- Social Entrepreneur
- Youth Entrepreneur

What percentage of the business does the nominee personally own? _____% (Must be at least 51 percent-owned by a woman or women)

Is the business owner actively involved in the day-to-day operations of this business?

- No
- Yes

If yes, in what capacity? _____

How many years has the nominee owned this business?

- Less than 2 years
- 2 to 5 years
- More than 5 years

How was ownership of the business acquired?

- Nominee started the business
- Nominee purchased the business
- Nominee inherited the business
- Nominee acquired the business without personal investment

Which of the following ranges best describes the nominated business' annual gross sales for the federal tax year ending in 2007?

- Less than \$150,000
- \$150,000 - \$249,999
- \$250,000 - \$749,999
- \$750,000 - \$999,999
- \$1,000,000 - \$1,999,999
- \$2,000,000 - \$4,999,999
- \$5,000,000 - \$9,999,999
- \$10,000,000 - \$19,999,999
- Greater than \$20,000,000

Which of the following activities best describes the nominee's ability to promote an empowering work environment and involvement in her community:

- Employee incentives
- 401K account
- Tuition reimbursement/work release time/training
- Job share/flex time/virtual office workplaces
- Community/charitable contributions
- Tutoring work release time
- Team sports sponsorship
- Recycling/litter prevention
- Other _____

Comparing 2008 to 2003, how have sales revenue for the nominee's business changed?

- Remained the same
- Increased by approximately _____ %
- Decreased by approximately _____ %

Comparing 2008 to 2003, how has the nominee's number of employees changed?

- Remained the same
- Increased by approximately _____ %
- Decreased by approximately _____ %

Return nomination package on or prior to August 31, 2009

Description of Business

If you would like to submit your responses separately, we ask that you:

- Label the paper with your company name followed by "business description"
- Number your responses correctly

1. Provide a brief description of the nominee's business (marketing materials may be attached).

2. What skill, quality, or attribute has been the most critical component of the nominee's success? (Should your answer require more detail, please attach additional pages).

3. Describe how the organization gives back to its employees, i.e., incentive or bonus programs, profit sharing, training or flexible benefits. (Should your answer require more detail, please attach additional pages).

Cover Page

4. Describe how the organization gives back to the community, i.e., association involvement, education programs, or charitable giving or volunteerism. (Should your answer require more detail, please attach additional pages).

The following reference information is requested for internal Ohio Keys To Success Award selection purposes only. (Please provide all applicable information).

Federal Tax Identification Number: _____

State Issue Tax Identification Number(s): _____

Ohio Charter Number: _____

Ohio Franchise Tax I.D. Number: _____

Vendor's License Number: _____

Consumer's Use Tax Account Number: _____

Nominee's Accounting Firm/Contact/Phone: _____

Nominee's Banking Institution/Contact/Phone: _____

Nominee's Legal Representative/Contact/Phone: _____

Name of Nominee _____

Title/Position _____

Firm/Organization _____

Address _____

City _____ State _____

Zip _____ Telephone (day) () _____

Telephone (evening) () _____

Fax () _____

E-mail _____

Web site _____

Nominating Organization and/or Individual

Name _____

Company/Organization _____

Telephone (day) () _____

Fax () _____

E-mail _____

Return nomination package on or prior to August 31, 2009

Release Authorization

I hereby irrevocably consent to and authorize the use of my photograph for reproduction by the Ohio Department of Development/SBDC. I hereby release and discharge the same from any and all claims and demands arising out of or in connection with the use of such photograph, including any and all claims for libel, the right of publicity, and the right to privacy.

I irrevocably consent to and authorize the Tax Commissioner of the Ohio Department of Taxation, or designated agent, from the date below until November 19, 2009, to disclose to the Director of the Ohio Department of Development, or designated agent, the amounts of any or all outstanding liabilities for corporation franchise tax, individual income tax, employer withholding tax, sales tax, use tax, or excise tax which are currently unpaid and certified to the Attorney General of the State of Ohio for collection.

This authorization is binding to any and all heirs, beneficiaries, survivors, assigns, executors, administrators, successors, receivers, trustees, or other fiduciaries. This authorization is to be liberally interpreted and construed; any ambiguity shall be resolved in favor of the Tax Commissioner of the Ohio Department of Taxation.

A photocopy of this authorization is as valid as the original.

Authorized Signature _____

Date _____

Mail nomination package to:

Ohio Keys To Success Awards Ceremony
c/o SBDC
Ohio Department of Development
77 South High Street, 28th Floor
Columbus, Ohio 43215-6130

Faxes accepted: (614) 466-0829

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