

## 2022 SMALL BUSINESS OF THE YEAR AWARD

### Award Nomination Guidelines

The Menomonie Area Chamber & Visitor Center will recognize a small business that personifies the spirit of entrepreneurship, pride and success that forms the backbone of our local economy. Businesses that are nominated should possess many of the following attributes:

#### Leadership

- Manages change or adversity to achieve exceptional business growth
- Maintains outstanding customer services, sound management and ethical business practices
- Provides industry leadership with its products/services

#### Innovation

- Demonstrates a willingness to take risks
- Introduces creative products/services to the community
- Strives to adapt and improve based on competition and market trends or needs
- Recent innovative expansion

#### Eligibility Criteria

To be eligible for the Small Business of the Year Award, businesses must:

- Have fewer than 25 full-time employees
- Be a Chamber Investor in good-standing
- Possess attributes such as those listed above

Businesses are only eligible to receive an award in this category once in a ten year timespan. Businesses may receive nominations year-after-year if they are not selected for an award. Nominations are only valid for the year they are submitted. If you are nominating a business, you are encouraged to verify eligibility.

Nominations that do not meet eligibility criteria or those without a completed nomination form inclusive of supporting narrative in each category will not be considered.

#### Application & Judging

Businesses that meet award eligibility criteria and receive a complete nomination will be considered for this award. Consideration of the top nominee will be given for most nominations and scoring from a criteria matrix set by the Menomonie Area Chamber & Visitor Center. The top nominations will be recommended by an award committee to the Chamber Board of Directors for final selection.

#### Nomination Timeline

December 1 - January 31: Nominations Accepted

February: Nominations Reviewed

March: Nominees Notified & Top Nominees Publicly Announced

May: Nominees/Recipients Honored at the Annual Meeting & Awards

The top 3 Small Business of the Year nominees will receive one complimentary ticket to the Annual Meeting & Awards where the top Small Business of the Year nominees will be announced as the award recipient.

Award recipient information for this category will not be released publicly until after the Award night.



## 2022 SMALL BUSINESS OF THE YEAR NOMINATION

Please mail a completed form to: Menomonie Area Chamber 1125 N Broadway St Menomonie, WI 54751  
or email [programs@menomoniechamber.org](mailto:programs@menomoniechamber.org). Forms must be received by January 31, 2023 for consideration.

Name of business you are nominating:

Address of business:

Phone Number of business:

Name of person submitting this nomination:

Your contact phone:

Your contact email:

Please answer each of the following questions. Only complete nominations will be considered.  
The more information you offer, the stronger the nomination will be.

1. Briefly describe this business, including its mission/vision and purpose.

2. Describe how the business meets each of the award criteria listed below. Please use specific examples.

**a. Leadership**

- Manages change or adversity to achieve exceptional business growth
- Maintains outstanding customer services, sound management and ethical business practices
- Provides industry leadership with its products/services



## 2022 SMALL BUSINESS OF THE YEAR NOMINATION

### b. Employee Investment

- Generates outstanding results through employee engagement and teamwork
- Invests in employees through training, benefits and advancement opportunities
- Maintains a dynamic culture that attracts and retains a high-quality workforce

### c. Innovation

- Demonstrates a willingness to take risks
- Introduces creative products/services to the community
- Strives to adapt and improve based on competition and market trends or needs
- Recent innovative expansion

### d. Community Service

- Provides community leadership and sets an example
- Offers support and volunteerism to community organizations
- Advances economic growth by supporting other local businesses



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3. Please provide any additional information you find relevant for this nomination. Helpful information includes data to support your nomination, newspaper/online articles recognizing the business or additional details about what makes this business the top award candidate in your opinion. Additional narrative may be provided by way of attachments.

