



Small Businessperson of the Year Award Selection Criteria

The Overview

Each year, at the Lancaster Chamber's Annual Dinner, a local business leader is honored as the Small Businessperson of the Year. This award is made in recognition of the outstanding contributions of a small business or entrepreneur to the economy and overall progress of the Lancaster business community. This award recognizes a small business owner, entrepreneur, partner, or major shareholder of a company with 100 or fewer employees which has demonstrated growth in sales or volume, created new jobs and has contributed positively to the community.

General Eligibility

- Has completed 5 years of operations as a for-profit business.
- Employs less than 100 employees (including all entities or subsidiaries) according to the Lancaster Chamber records at time of nomination.
- Nominated person is the CEO, President, Founder, Owner, Top Leader and actively involved in day-to-day leadership of the business.
- Conducts business in an ethical manner beyond reproach.
- Company must have or obtain membership with the Lancaster Chamber

Selection Criteria and Definition

1. **Business Growth** – Verified indications of growth and the effective management of growth. Growth indicators can be in sales; profit; workforce retention; facility size; number of locations; customers – repeat business; products/service lines, etc.
2. **Business Formation/Reformation/Entrepreneurship** – The degree and extent responsible for formation/reformation of the business concept and of the business itself as well as how you managed the business utilizing creativity and imagination.
3. **Future Vision** -- Evidence of a business model that demonstrates a clear and sustained capacity for innovation and creativity for future growth opportunities including products/services and customers. Traits should include applied strategic thinking and leadership characteristics and behavior (i.e. vision, focus and direction, a plan/goals, managing risk & adversity, development of personnel, development of leadership in self and others, market leadership).
4. **Culture** -- Evidence of stated and applied commitment to ethical practices, business philosophy and core values and HR practices including development and retention of employees.

5. **Community Involvement** -- Evidence of contribution and involvement in the community, investment of financial and other resources such as time, talent, materials/facilities/equipment, involvement of self and others in the organization.
6. **Chamber Involvement** -- Evidence of contribution of time and talent to the Chamber, including belief in the value of Chamber membership. Support of Chamber functions through engagement, leadership, and sponsorship activities. Influencing others, in your organization, to become actively involved in the Chamber.

Rating Guidelines – Please rate all nominees on a scale of 0 to 6 (0 – doesn’t apply, 1-2 being low, 3-4 being mid-point, 5-6 being high), using the comments below as a guide.

1. Business Growth – (20% total score)

Low	Mid-Point	High
Sales/customers - 10% or under average annual growth	Sales/customers - 11-30% average annual growth	Sales/customers over 30% Annual growth

2. Business Formation/Reformation/Entrepreneurship – (10% total score)

Low	Mid-Point	High
Inherited the business	Bought existing business, a franchise or founded.	Founded the concept and the business.

3. Future Vision – (15% total score)

Low	Mid-Point	High
Evidence of skills by candidate.	Evidence of skills by candidate and some others in the organization.	Evidence of skills by candidate and integrated organization wide.

4. Business Culture – (15% total score)

Low	Mid-Point	High
Able to state a business philosophy and core values. Below average employee retention.	Business philosophy and core values are clearly communicated and followed.	Philosophy and core values fully integrated into HR practices and leadership.

5. Community Involvement – (10% total score)

Low	Mid-Point	High
Contributes dollars.	Contributes dollars and personal time/talent. On committee for local charity or community service project.	Contributes dollars and personal time/talent. Draws others into community service activities. Has volunteer leadership position (board level) in community service organization.

6. Chamber Involvement – (10% total score)

Low	Mid-Point	High
Is not involved in any capacity with the Lancaster Chamber.	Is a member and occasionally attends Chamber functions. Supports (\$) and time) staff involvement at functions.	Is a member and demonstrates volunteer service to the Chamber. On Chamber committee or advisory groups. Leadership abilities with programs noted. Regularly attends Chamber functions. Supports staff involvement in volunteer positions.

Questions? Contact Sandi Thompson, sthompson@lancasterchamber.com.