



Dufferin Board of Trade

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***Dufferin Board of Trade
2019 Business Excellence Awards***

Primary Eligibility Requirements

To be eligible for a **2019 Business Excellence Award** the following general criteria must be met:

- Must be located in the Headwaters Region (Dufferin, Caledon, or Erin).
- Nominees are eligible for nomination in as many categories as applicable. Self-nominations are permitted. Only one nomination per category is needed.
- Award recipients from the previous two years (2017 & 2018) may not receive the award in the same category (if applicable) for 2019, but can be nominated and win in other categories.
- Dufferin Board of Trade reserves the right to change the nomination category, if an organization or individual is nominated in an ineligible or incorrect category.
- Winners are determined by independent judges. The judges' decisions will be based upon the nominees' answers to a short series of questions designed to showcase how the nominee exemplifies the award criteria. These questions will be sent to nominees after the nominations close.

Entries must be received online by 4pm July 25, 2019

HOW TO SUBMIT YOUR NOMINATION:

Please note that criteria are different for each award category, and nominations should include only information that speaks to the nominee's suitability for that chosen category (see category specific information below). Please complete this form and submit it electronically before the deadline of **4pm on July 25, 2019**. After close of nominations, all nominees will be notified and asked to validate their eligibility for the award and answer a brief questionnaire outlining their accomplishments relating to the award criteria. In the case of the Young Professional Award, and the Business Citizen of the Year award, two letters of reference will also be requested.

All information will remain private, and will only be reviewed by the judging panel. All decisions are at the discretion of the judging panel, and are final. Evaluations and decisions will be made by a panel of business professionals from outside the community, who will base their decisions on the content provided in the nominees' submissions.

Answers may be written in point form or essay form. Please include any measurable data available. Nominees may be contacted for further information or to review submitted information.

Award Categories

Business of the year – under 10 employees

Recognizes a small business for noteworthy accomplishments, long-standing contributions to the Headwaters Region, and significant community involvement. This business demonstrates best business practices, is a leader amongst Headwaters businesses, and has:

- one to nine employees (full-time equivalent);
- been in business longer than two years;
- champions “Thinking Local” within the organization, and to the community;
- demonstrated innovate and proactive leadership;
- made exceptional contributions by promoting community betterment; and
- practiced good corporate citizenship.

Business of the Year – 10 or more employees

Recognizes a larger business for noteworthy accomplishments, long-standing contributions to the Headwaters Region, and significant community involvement. This business demonstrates best business practices, is a leader amongst local businesses, and has:

- ten or more employees (full-time equivalent);
- been in business longer than two years;
- champions “Thinking Local” within the organization, and to the community;
- demonstrated innovate and proactive leadership;
- made exceptional contributions by promoting community betterment; and
- practiced good corporate citizenship.

Association of the Year

Recognizes a non-profit association, charity, or agency that has made an outstanding contribution to the social, cultural or economic well-being of the Headwaters Region, is consistently responsive to community needs, delivers outstanding service to its beneficiaries, and communicates a well-articulated vision and mission in support of a strong and viable community. The association will have shown innovation and leadership, and achieved outstanding success in the not-for-profit sector through:

- demonstrating excellence and innovation in the non-profit sector;

- participation in the local community that has significantly benefited others;
- developing community partnerships that benefit the broader community; and
- contributing by giving back to the community with time, product, donations and/or support.

Emerging Business Award

Honours a new emerging business that is achieving outstanding business performance in a short period of time, demonstrates exceptional promise for continued growth and serves as an inspiration for other new businesses. The emerging business:

- has been in operation for 2 years or less (from the date of incorporation or first day of operation);
- embraces the “Think Local” movement;
- demonstrates significant achievement in business; and
- reflects the outstanding spirit and success of the local business community.

Innovator Award

Awarded to a business or organization that is a trailblazer of the Headwaters Region business community, striving ahead to achieve remarkable results. Innovators are committed, determined, and skilled game-changers in their industry, and have:

- created, invented or developed an innovative product or process that has had a significant impact on the local community;
- made innovative improvements in their products, processes, technology, management, or customer service;
- been a socially responsible, engaged member of the local business community; and
- been in operation for a minimum of two years.

Young Professional of the year

Recognizes a successful and dynamic young professional under the age of 40 who represents the Headwaters Region in a professional manner and conducts business in an ethical fashion. This person should be creative and innovative, and demonstrate strong business acumen and vision.

This individual:

- has been active in the Headwaters Region business community for at least two years;
- exhibits outstanding performance and success demonstrated through measurable results;
- is committed to making a difference locally, and a champion of the “Think Local” movement; and
- is under age 40.

Nominees in this category will be asked to provide two letters of recommendation.

Community Builder Award

Honours a for-profit business that demonstrates outstanding community involvement and embraces the notion of giving back, with community investments that have resulted in an improved quality of life in the Headwaters Region, and increased community well-being. The Community Builder:

- invests in the lives of others and actively contributes to making the Headwaters Region a great place to live and work;
- has initiatives that demonstrate a sustained and long-term commitment to improving the quality of life and community well-being in Headwaters;
- has policies and practices that demonstrate accountability and responsibility to the community; and
- actively supports existing community building programs, or establishes new programs and initiatives.

Business Citizen of the year

This award is presented to a business person that has shown leadership, community involvement and is a pioneer and mentor in the business community. This individual:

- sets an example as a dedicated business leader;
- projects a positive image in the community;
- works to motivate and encourage other entrepreneurs;
- promotes a positive image of the Headwaters Region and/or its people;
- actively contributes to the growth of the community, and support of local initiatives;
- has been active in the community for a minimum of five years.

Nominees in this category will be asked to provide two letters of recommendation.