



# IESBGAPROGRAMEXCELLENCEAWARDS

## CALL FOR NOMINATIONS

### DEADLINE: September 28, 2007

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The IESBGA Program Excellence Awards were created to recognize outstanding, innovative and best practices in the programs and services offered by member centers. These awards recognize specific programs developed by centers to meet a particular identified need and not the overall program or services offered by a center. It is intended that this awards program will facilitate the sharing of information regarding these programs with other IESBGA members resulting in their replication, and will be used to promote the excellence of Illinois small business assistance programs to small businesses and to similar small business assistance programs administered in other States.

All IESBGA members are encouraged to nominate one of their outstanding programs by describing the program, including its longevity, its strengths and its impact on small businesses and/or the impact on the community, region or state. The program must be ongoing and have a history of demonstrated success. It should be replicable by other centers and have involved other entities in the development and/or delivery of the program.

# 2007-IESBGA PROGRAM EXCELLENCE AWARDS NOMINATION PROCESS

## Nomination Requirements:

1. A cover page that identifies the title of the nominated program; the center name/host institution; name(s) of the person(s) submitting the nomination, and the phone number and e-mail address of the nominator or the center.

2. A narrative statement, no longer than four single spaced pages in Word® format, which answers each of the following questions.

- A. What is the program?
- B. What was the need or problem the program addresses?
- C. When did the program start and how often is it offered?
- D. What are the strengths of the program?
- E. What is the overall impact of the program?
- F. What are the qualitative and quantitative benefits that have resulted from the program?
- G. What future benefits are anticipated?
- H. What other organizations were utilized to develop or deliver the program?
- I. How can the program be replicated by other IESBGA member centers?

## 3. Attachments (Optional)

The following guidelines are provided to the evaluators to assist them in their evaluations of nominated programs:

35 points - Tangible outcomes in terms of benefits derived by participants and the impact the program has had on their businesses, the community, region and/or state.

15 points - Contribution of other organizations in the development and/or delivery of the program; how was this involvement achieved and what are the benefits of this collaborative effort.

15 points - Longevity of program and how often is it offered.

15 points - Opportunity for the program to be replicated by other centers.

10 points - Does the program address a particular need or problem?

10 points - Anticipated future benefits.

Completed nominations must be e-mailed by September 28, 2007:

E-mail to: rll@bradley.edu.

Mail: If you have attachments that cannot be e-mailed, please mail to:

Roger Luman  
Turner Center for Entrepreneurship  
141 Jobst Hall  
Bradley University  
1501 W. Bradley Ave  
Peoria, IL 61625

Confirmation that your application was received will be sent by e-mail to the nominator or the center. If you do not receive this confirmation, please contact.

Only one application can be submitted by any one center. Multiple, co-located centers, can submit an application for a specific shared program, however, no other application can be submitted by any of the co-located centers included in a multiple center application.

Awards will be presented at the IESBGA Annual Conference to be held in Peoria, IL at the Hotel Pèr Marquette on November 6-8, 2007. Award recipients will be notified prior to this date.

No IESBGA member, including the individual coordinating the awards program, will be involved in the evaluation of nominated programs. A panel of external evaluators, not associated with any center, will be responsible for the evaluation of nominated programs. All applications, including what programs were nominated but not selected, will be confidential and, except for the information shared by the award winners, will remain so even after the awards are announced.

If you have any questions, contact:

Roger Luman  
2006 Program Excellence Awards  
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