

MASSACHUSETTS FAMILY BUSINESS AWARDS 2009

APPLICATION

WHO IS ELIGIBLE?

Any Massachusetts-based family-owned business which has transitioned from one generation to the next and whose policies and practices have positively impacted its industry and local community.

DEADLINE:

All applications and all accompanying materials must be received by August 14, 2009 to be considered for the **2009 Massachusetts Family Business Awards**.

WHO CAN APPLY?

Applications can be submitted by companies or associated parties.

CATEGORIES:

There will be five finalists and one winner from each of the following three categories:

- **Small businesses**—fewer than 50 full-time employees;
- **Mid-size businesses**—50–250 full-time employees; and
- **Large businesses**—more than 250 full-time employees.

One winner from the 2009 applicants will be selected for the following awards:

- **Community Excellence Award**—for philanthropic excellence; and
- **Adversity Award**—for recently and successfully overcoming an adverse situation

JUDGING AND JUDGING CRITERIA

A panel of independent judges will evaluate and select the winners based on the following criteria:

- Business success
- Positive business and family connections
- Multi-generational family involvement
- Contributions to the community and industry
- Innovative business practices or strategies

APPLICATION DIRECTIONS

Return completed application and all materials by August 14, 2009 to

Attn: Cathy Watson
Family Business Association, Inc.
c/o Tarlow, Breed, Hart & Rodgers, P.C.
101 Huntington Avenue, Suite 500
Boston, MA 02199
Email: cwatson@fbaorg.com
Phone: 617.218.2062
Fax: 617.261.7673

APPLICATION

DIRECTIONS: Please type or print your responses to the following sections. All information submitted will be confidential and used only by the judges in selecting the winners. No disclosures will be made without the prior consent of the applicants.

CATEGORY (CHECK ONE)

- Small Business—Fewer than 50 full-time employees
 Mid-size Business—50–250 full-time employees
 Large Business—More than 250 full-time employees

SECTION I: APPLICANT INFORMATION

Company Name: _____

Company Address: _____

Contact Person regarding this application: _____

Contact E-Mail Address: _____

Company Phone Number: _____ Company Fax Number: _____

Company Web Address: _____

SECTION II: ABOUT THE COMPANY

Number of Employees (FT): _____ (PT): _____ Year Founded _____

Company Industry: _____

Principal Product or Service: _____

Principal Owners: _____

Number of family members currently employed by the company (including those on board of directors): _____

Number of generations currently involved in the company: _____

Number of generations involved since the company was founded: _____

Generation that currently runs the company: _____

Number and locations of company's current operations: _____

APPLICATION

SECTION III: APPLICATION QUESTIONS (Required)

Please address the following six topics (500 words or less per topic):

1 Your Family Business History and the Transition of the Business

Give a brief history of your family business.

For example - How was the company started, how has it changed over the years and how many generations have been involved in the ownership and management (please list all names and related roles)?

2 The Impact of Your Business on Your Family's Values and Lifestyle

How is your family connected to the business? Please discuss transition from one generation to the next (required).

For example – How succession from one generation to the next affected the quality of family relationships, what is the family's commitment to the company, and how are responsibilities divided? How does the family balance work with home life, and how are your family's values and beliefs incorporated into your business practices?

3 Community Involvement

Describe your family's involvement with and the impact your family business has had on the community.

For example – Discuss contributions such as leadership, service, and financial support. Provide the names of the organizations and participating family members.

4 Innovation

Identify innovative or distinctive business practices which have helped your family business prosper from one generation to the next. Use specific examples.

5 Success

Describe the impact and success your family business has had in your industry and Massachusetts.

For example – Provide your company's growth in sales, employees, profits, number of locations, etc., since inception (hard financial data is not required). Outline contributions and advancements within your industry.

6 Uniqueness

In your view, discuss the reasons which distinguish your family's business as a selection for the Massachusetts Family Business Award.

SECTION IV: ADDITIONAL INFORMATION REQUESTED (Optional)

Please provide the following information:

1. A company brochure or catalog
2. Photocopies of newspaper or magazine articles about your company
3. Photocopies of business-related and family photographs