****2025 SMBEA Application Profile & Overview

 Please complete and submit by **January 7, 2025**

 DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Company Name –(**facility to be evaluated**):**  |  | **Contact Name & Title:**  |  |
| **Facility Address (**facility to be evaluated**):** |  | **Contact Email:** |  |
| **Contact Phone:** |  |
| NAICS Code  |  | Chief Executive (of this facility): | Name:Email: |
| Total Number of Employees at this facility:  | FTE | Contract | Year this Facility was Established: |  | Parent Company Name (if any) & No. of Employees: |  |
|  |  |
| If there is a parent organization, on what corporate activities and resources do you depend to manage your business day-to-day? |
| If there is a parent organization, does the parent provide resources for technology, equipment, facility, or other capital investments? |
| If there is a parent organization, how would you characterize the level of autonomy this facility has with respect to the parent? |

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| --- | --- |
| 1. What are your company’s main products and services?  |  |
| 2. What are your key customer groups and markets? What are their key requirements and expectations for your products and services, and customer support services? | Customer Groups: |
|  |
| 3. Are your customers end-users? |  |
| 4. What are your potential additional customers or customer groups, if any? |  |
| 5. How are your products and services sold and delivered to customers? Do you market directly to customers or through distribution networks? |  |
| 6. What are your key types of suppliers and vendors? |  |
| 7. What are your workforce/employee types or segments and numbers? Which, if any, are unionized and represented by bargaining units? | (For example: X number of engineers, X number of production and assembly, X number of support/front office/back office, etc.) |
| 8. What is the regulatory environment in which you operate? What regulatory agencies, industry standards, etc., govern your business operations? |  |
| 9. What is your relative size and growth in your industry or markets served?  |  |
| 10. How many and what types of competitors do you have? |  |
| 11. What key changes, if any, taking place in your marketplace or industry sector, are affecting your competitive situation, either positively or negatively? Which are creating opportunities for innovation and new technologies? |  |
| 12. What are your company’s Strategic Challenges and Advantages? | Strategic Challenges: (pressures that exert influence on the likelihood of future success) | Strategic Advantages: (benefits that exert influence on the likelihood of future success) |
|  |  |
| 13. If known, what are the key sources of comparative and/or benchmarking information for your business? | From Within Your Industry | From Outside Your Industry |
|  |  |
| 14. **As Available, please provide an electronic copy each of:**

|  |  |  |  |
| --- | --- | --- | --- |
| * Organizational Chart
 | * Mission Statement
 | * Corporate Values or Principles
 | * Vision Statement
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| 15. (S) How do you think about and identify Company-wide objectives to accomplish in the near and long term? |  |
| 16. (L) How do you set a vision, mission, and values for the Company and help the workforce understand them? |  |
| 17. (L) How do you fulfill social responsibilities and support your educational and manufacturing communities, and the community at large? |  |
| 18. (C) How do you listen to and hear customers to understand their needs and expectations? |  |
| 19. (C) How do you engage your customers and build relationships with them? |  |
| 20. (M) How do you make decisions based on data and manage by fact? |  |
| 21. (M) How do you embed knowledge and learning into your Company? |  |
| 22. (W) How do you engage your workforce to accomplish your Company’s work? |  |
| 23. (W) How do you ensure a skilled workforce to meet Company needs? |  |
| 24. (O) How are products and processes designed and improved to meet requirements? |  |
| 25. (O) How do you ensure your Company resilience to anticipate, prepare for, and recover from disasters, emergencies, and other disruptions? |  |

**Please complete and submit this Application Profile and Overview by January 7, 2025**

**Please also provide by February 1, 2025:**

* A **125-word (electronic document) overview** of your Company, its products, and domestic and international markets for use as we highlight your participation in this process through our marketing efforts and for your introduction to the regional manufacturing ecosystem. This overview will be used publicly and may be used by The Sterling Council to promote manufacturing high performance.
* A **high-resolution Company logo** (.png, .jpeg, or .eps file – ***no .pdf***) suitable for **duplicating electronically** in the finalist and awards presentation slides and posters.
* A **selection of high-resolution photos** (.jpeg/.png, ***no .pdf photos***) from your manufacturing facility, including at least one or two photos of the **facility exterior** and at least three to five of your **operations, team, and products**. These will be used in conjunction with your introduction and to elevate the importance of manufacturing through our marketing efforts.

**Disclaimer:**

By submitting this Application Profile and supplemental materials, Company authorizes The Sterling Council to use and publish articles, press releases, photographs, videos, logos, and any other form of print or digital media for educational, informational, and promotional purposes about the company. Print, video, and digital materials may be used in, but not limited to, The Sterling Council publications, newsletters, news articles, promotional materials, websites, social media, etc. Company waives the right to inspect or approve the product before publishing. Company hereby releases The Sterling Council, and anyone authorized by The Sterling Council to use the print, video, logos and digital materials and other materials concerning the company from any and all claims, damages, liabilities, costs and expenses which company now has or may hereafter have by reason of any use thereof. Company understands that all media, video, audio or other materials produced and used by The Sterling Council, will be the property of The Sterling Council and subsequently in the public domain.

**Expectations:**

* **All participating manufacturers** will be provided with written and verbal feedback from their Company evaluation, offering specific identified Company strengths and opportunities for improvement, as well as recommendations.
* **Award Recipients** will be announced early May 2025.**SMBE Award participants** are encouraged to attend the recognition and award event on May 30, 2025, at the Hyatt Regency Orlando.
* **SMBE Award participants** should expect to be invited to participate in knowledge sharing activities in the Florida manufacturing community, which may include participation in virtual or in-person plant tours, expositions and company displays, webinars, and other development events.
* **SMBE Award participants** will be invited to provide an examiner to represent the company in the 2026 awards process.
* **Recipients** will be invited to join the Sterling Council Board of Directors at the Honorary Designation Level at no-cost for the First Year.
* Company commitment includes a nominal fee investment for this award process with other promotional benefits, based on number of employees (FTEs) according to this schedule:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| # FTEs | Fee |  | # FTEs | Fee |  | Included in the fee are: Evaluation Process, Live and Written Feedback Reporting, Sterling Press Releases and other promotional activity for Evaluated Companies, No-Charge Sterling Executive Roundtable participation, No-Cost Expo Hall Table at Annual Sterling Conference, Reduced Conference Registration rate, Table Reservation at Awards Ceremony. Recipients will be invited to join the Sterling Council Board of Directors at the Honorary Designation Level no-cost for the First Year. |
| < 21 | $ 975 |  | 101 to 150 | $ 4275 |  |
| 21 to 50 | $ 2075 |  | > 150 | $ 5475 |  |
| 51 to 100 | $ 3175 |  |  |  |
| Fee invoiced upon receipt of this Application |

Time investment for the evaluation process by the nominated manufacturing company is about six to eight hours over several weeks from January to April 2025.

**Other Important Information:**

* **Eligibility:** All manufacturers with production facilities in Florida and Georgia, not having won the Gold Level award in 2023 or 2024, are eligible to participate. Membership in any association is not required. A nomination may be made by any individual or organization including any industry group, supplier, customer, workforce or economic development organization, University/College/School, or government agency. Self-nominations are also acceptable.
* This **Application Profile and Overview** should be submitted no later than **January 7, 2025,** for opportunity to participate in the evaluation and award process.
* Only one profile per company per year will be accepted. If a company has multiple manufacturing facilities in Florida or Georgia and more than one submits a profile, the first one received will be the one considered.

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Name/Title of Nominee Executive Date

**Please return this completed Profile and any supporting materials by January 7, 2025 to:** **SMBEA@TheSterlingCouncil.org** .

If you have questions, please direct them to: Phil Centonze, 954-684-2642, or **SMBEA@TheSterlingCouncil.org** .