

1. How do you know if a business is eligible to apply for an award?

- **Response:** To be eligible for an award, a business must:
 - must be located in Saint Paul,
 - be committed to equity, diversity, and empowerment,
 - provide outstanding customer service,
 - be involved in the community or make attempts to better the community as a whole,
 - not have been selected by the committee for an award in five years,
 - not be a non-profit organization,
 - demonstrate commitment to the community through volunteer work and contributions, and
 - be in good standing with the City of Saint Paul (i.e., no outstanding fees, abatement issues, etc.).

2. Is there a fee to nominate or apply?

- **Response:** No. There is no fee to (self) nominate and or apply.

3. How many nominations can you submit?

- **Response:** You may nominate as many Saint Paul businesses as you like if they are an eligible business. Refer to question 1 for eligibility requirements.

4. How do you know if a business you are nominating is located in Saint Paul?

- **Response:** You can verify a business location by searching its address at: <https://rb.gy/84ft5>

5. Who decides if a business wins an award?

- **Response:** A Selection Committee that is made up of past winners from the Saint Paul business community deliberate and decide on the winners. Nominators and applicants are asked to recommend the business for a specific award category, which will be useful in guiding the Committee's final decision.

6. How will I be notified if a business has won an award?

- **Response:** A press release will be sent out some time in September. The winners will be posted on www.stpaul.gov/bizawards where you are encouraged to learn more about the winners' businesses. You may also sign up to receive ENS notice when an announcement is made at City of St. Paul (govdelivery.com).

7. Can you view the list of current nominations and applications?

- **Response:** Unfortunately, you cannot view the current list. In order to uphold a fair and equitable process, all nominations and applications are confidential during the nomination process. However, you may check out past winners at www.stpaul.gov/bizawards.

8. How long does it take to fill out an application/nomination form?

- **Response:** If you are nominating a business, it should take you no more than 10 minutes. However, if you are applying to be considered for an award category, it may take you between 30-50 minutes to fill out the application depending on how much information you provide.