



FAMILY ENTERPRISE OF THE YEAR AWARD APPLICATION



**FAMILY
ENTERPRISE
XCHANGE**

Next Generation Thinking®

CELEBRATING THE CONTRIBUTION OF BUSINESS FAMILIES

The Family Enterprise Xchange is a not-for-profit national organization dedicated to promoting the well-being, understanding and success of families in business.

FEX provides services, resources and support to those involved in a family enterprise including the extended families and the advisors that counsel them. Through participation in peer groups, seminars and conferences FEX provides a forum for families and their advisors to share ideas, learn best practices and build their collective skills. We offer an outsider's perspective with an insider's understanding of family business.

Established in 1986, the Family Enterprise of the Year Award (FEYA) is given annually by FEX to recognize, celebrate, and promote the achievements of Canadian family businesses and the considerable contribution they make to both their local communities and our national economy. Each year business families across Canada are nominated through their local FEX Chapter and recognized at special Chapter FEYA events. The Chapter FEYA recipient is then nominated for consideration for the National FEX FEYA. Two finalists and one national recipient will be selected by the FEYA Committee and invited to a spectacular National FEX FEYA Gala hosted in conjunction with our annual FEX Family Enterprise Xchange Symposium. The National FEYA Recipient will share their unique story and the National Family Enterprise of the Year Award is presented.

APPLICATION GUIDELINES

ELIGIBILITY

In order to be eligible for the FEX FEYA the applicant must be a "family-owned business" defined as a private or public company, organization or holding company that has the following characteristics:

- **Canadian** – While the business may operate internationally, it must be Canadian with headquarters located in Canada
- **Multi-generational** – Has been owned and operated by different generations of a family or the potential and intention exists for ownership to be passed on to a younger generation
- **Employ family members** – More than one family member has active employment in the organization

JUDGING

FEYA applications are evaluated by a volunteer panel of judges. The judges are family business educators, advisors, family business leaders, and FEX members. They understand what it takes to start-up and maintain a successful family business.

In order for an application form to receive consideration all sections must be completed. Please provide sufficient information and detail to clearly profile the family business. You may use bullet points or essay stylings. Applications will be evaluated based solely on the information contained in the application form. Please do not submit additional information, marketing materials, or pictures with the application.

Should your family business be selected as the National FEYA Finalists or Recipient, you will be notified in advance. Please note; the local Chapter FEYA presentations do not enter into the evaluation of the applications. Only the National FEYA Recipient will be asked to submit marketing information and materials, logos, photos, corporate/family biographies, quotes, etc.

APPLICATION DEADLINES

NOMINATION SUBMISSION DEADLINE: December 4, 2018

APPLICATION SUBMISSION DEADLINE: January 7, 2019

APPLICANT INFORMATION

COMPANY

APPLICANT NAME

TITLE

NAME(S) OF CEO

NAME(S) OF PRESIDENT

NAME(S) OF FOUNDER

FAMILY MEMBERS INVOLVED IN THE BUSINESS

NAME	ROLE	DIRECT/INDIRECT	YEARS INVOLVED

BUSINESS ADDRESS

CITY

PROVINCE

POSTAL CODE

COUNTRY

EMAIL

TELEPHONE

FAX

PRINCIPLE AREA OF BUSINESS

BUSINESS FAMILY HISTORY (NOT USED IN EVALUATION)

NUMBER OF YEARS AS A FAMILY BUSINESS

START DATE

Please provide the details of the history and evolution of the business, including products and services offered, markets served, innovations, environmental initiatives, and/or major milestones achieved. In 350 words or less, provide an understanding of what this family business is to the family, employees, and community.

INTRODUCTION TO EVALUATION CATEGORIES

FEX has a mandate to help business families succeed. We accomplish this by providing our members with programs and forums to help facilitate the sharing of education, information and best practices. Family businesses are unique in that family, business ownership and management of the business are intertwined. As such, they contend with a unique set of challenges non-family businesses don't deal with (e.g. managing family conflict & communication, transfer of vision and values to the next generation; continuity planning, etc.). FEX would like to know how you address these challenges and what best practices you use help your business family succeed.

Please answer all of the questions within each of the following six evaluation categories.

- ❶ FAMILY BUSINESS 101
- ❷ GOVERNANCE & TRANSITION
- ❸ GROWTH
- ❹ CULTURE & COMMUNITY
- ❺ SHARING EXPERIENCE
- ❻ THE X FACTOR

FAMILY BUSINESS 101

A key factor in the success of family businesses is a shared vision and understanding of where the family and business is going in the future and how to get there. Tell us about where your business family is going.

Describe your family business vision, mission and value system. (250 words or less)

Are the family business vision, mission, and values formalized and well-known by everyone in the business?

YES NO

How have your family business vision, mission, and values impacted the family and the business?
(150 words or less)

Does your family business have a formal, written, long-term business plan that is well communicated and aligns with the family values? If so, please describe. (200 words or less)

BUSINESS FAMILY GOVERNANCE & CONTINUITY

Employing good family business governance structures and processes (e.g. Family meetings, Family Councils, Family Constitution, Owners Meetings or Councils, Independent board of directors, etc.) are an important factor in ensuring the successful long term succession, continuity, and growth of the family business. Good governance can help keep the family united and committed to the business, encourage a structured discussion “space” for family, business and ownership issues and provide for fair processes and decision making. Obtaining qualified, professional, strategic consultation from a recognized professional Advisor, as you contemplate the transition of your Family Business is highly recommended.

Describe the family governance practices you use, and whether they have been successful. (250 words or less)

What processes and/or procedures does your family employ to encourage open communication, manage conflict, and promote family harmony? (250 words or less)

Please tell us about your plans (if any) to transfer the ownership & management of the family business to the next generation. Are these plans formalized and are family members aligned with it? (250 words or less)

Have you used (or are using) a professional Advisor/Consultant to assist you with the development of your business succession plan? Please describe. (100 words or less)

GROWTH

Family business is one of the oldest forms of commercial enterprise in the world and a vital driving force behind world economies. Current research suggests that family businesses last longer and often out perform their non-family run competitors. Tell us about the successful growth and development of your family business.

Select and describe two areas of growth that demonstrate the successful growth and development of your family business over time (e.g. growth in sales/revenue/profitability, employee growth, expansion/infrastructure growth, growth in markets served, etc.).

EXAMPLE: GROWTH AREA - EMPLOYEES

	MOST RECENT	2ND MOST RECENT	3RD MOST RECENT
PERIOD	2010	2005	2000
EMPLOYEES	300	100	20

GROWTH AREA 1

	MOST RECENT	2ND MOST RECENT	3RD MOST RECENT
PERIOD			

GROWTH AREA 2

	MOST RECENT	2ND MOST RECENT	3RD MOST RECENT
PERIOD			

Describe the greatest achievement of your family business. (200 words or less)

CULTURE & COMMUNITY

Successful family businesses create a positive working environment to empower, recognize and reward both family and non-family employees within the business. Often, employees of a family business are treated like extended family and develop a strong bond with the family and business. Similarly, successful family businesses cultivate positive working relationships within their community making vital contributions to both the culture and economy. Tell us about your business culture and community involvement.

What sets your family business apart as a place where people want to work? (150 words or less)

Describe the employment stability of your organization over the past several years? (100 words or less)

What involvement does your business family have in the community? (200 words or less)

How do your family values impact this involvement? (100 words or less)

SHARING EXPERIENCE THROUGH FEX

One of the most common challenges family business members face is isolation – it can be difficult to discuss problems with other family members and those outside family business often don't understand the unique dynamics of family enterprise. FEX is dedicated to facilitating shared experience between business families through a number of programs and services including Personal Advisory Groups (PAGs), Symposium, Chapter events and online forums. Tell us about your experience and involvement with FEX.

Are you a member of FEX? YES NO If yes, how many years have you been a member?

Are you currently participating in an active FEX Personal Advisory Group? YES NO

If yes, how many years have you been a member?

THE X FACTOR

Please tell us why your family business should be recognized with the FEX Family Enterprise of the Year Award? (250 words or less)

INFORMATION RELEASE

The information provided is true and complete to the best of my knowledge and belief. I grant FEX permission to use the information contained within the preceding application to promote FEX, FEYA and/or membership within the association.

Applicant Signature

Date

NATIONAL FEYA RECIPIENTS

CONGRATULATIONS TO OUR PAST NATIONAL FEYA RECIPIENTS

ATCO WOOD PRODUCTS	2018
LARSEN & SHAW	2017
SUTTON FINANCIAL GROUP	2016
MORLEY HOPPNER	2015
CAPITAL IRON	2014
ARCHWAY INSURANCE, LTD.	2013
HALIFAX SEED COMPANY	2012
SASKATOON FUNERAL HOME	2011
BEAU'S NATURAL BREWING COMPANY	2010
THE BRAGG GROUP OF COMPANIES	2009
O'REGAN'S AUTOMOTIVE	2008
DOLLCO PRINTING	2006
SAMUEL SON & CO. LIMITED	2004
CARDINAL MEAT SPECIALISTS	2002
SIFTON PROPERTIES LTD.	1999
THE BC BEARING GROUP	1997
BYLAND NURSERIES	1996
THE PRICE FAMILY GROUP	1995
ST. JOSEPH PRINTING	1994
HJ. LANGEN & SONS	1993
DUHA COLOUR SERVICES	1992
ST. HUBERT BAR-B-Q	1991
ROGERS COMMUNICATIONS INC.	1990
THE PIONEER GROUP	1989
TILDEN RENT-A-CAR	1988
THE BENTALL GROUP	1987
E.D. SMITH & SONS LTD.	1986



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