



PO Box 8532  
Madison, WI 53708

**Phone:** 608-838-1019

**Email:** [tbf@thebusinessforum.org](mailto:tbf@thebusinessforum.org)

## 2023 ATHENA AWARD NOMINATION APPLICATION



### About the award:

The ATHENA Award actively supports and celebrates the ATHENA mission of supporting, developing and honoring women leaders, inspiring women to achieve their full potential—creating balance in leadership worldwide. The ATHENA Award honors individuals who strive toward the highest levels of personal and professional accomplishment, who excel in their chosen field, devote time and energy to their community in a meaningful way, and forge paths of leadership for other women to follow. For more information, please visit <https://www.thebusinessforum.org/Athena>.

### The criteria:

ATHENA Recipients must meet each of the following three criteria:

- Demonstrate excellence, creativity and initiative in their business or profession.
- Provide valuable service to improve the quality of life for others in their community.
- Assist women in reaching their full leadership potential.

### The process:

Nominators must fill out the attached Nomination Form. Self-nominations are welcome. This form is all that is used in the selection process. The ATHENA Award Committee will review all applications to ensure that they are complete and that all nominees meet the ATHENA criteria.

A panel of community leaders will review applications of the finalists to select the ATHENA Award Recipient. Our selection committee is asked to keep any/all outside knowledge of the nominee out of their consideration. Therefore, this nomination packet should include any and all information you think the selection committee will need to select a recipient.

### Release:

By submitting an application, the nominee gives The Business Forum permission to use nominee's images and videos in its advertising, publicity or other materials, both in print and online. The Business Forum may modify nominee's images and videos for use. No remuneration will be due or paid for The Business Forum's use of nominee's images.

**SUBMISSION  
DUE DATE:  
Wednesday  
01.04.2023**

**The ATHENA  
Award Recipient  
will be announced  
at the  
ATHENA AWARD  
CELEBRATION:**

**Girl Scouts of WI -  
Badgerland  
3:00 P.M. to 5 P.M.  
March 14, 2023**

*Nominee must be  
present at the  
celebration.*

**Return completed  
form and required  
photo by either  
email or mail.**

**Email:**  
tbf@thebusinessforum.org

**Mail:**  
The Business Forum  
PO Box 8532  
Madison, WI 53708

## Completing the nomination application:

- Nominations for the ATHENA Award must be submitted using the enclosed nomination application. The form must be typed, and we request that you select **Calibri** as the style font in **size 12**.
- All information should be included in the space provided on the form so that this **entire document does not exceed five (5) pages**. A resume may be included as an attachment, but any other supporting documents should not accompany the application and will not be considered during selection.
- You are encouraged to work closely with the nominee to ensure the information on the form is complete and accurate. Both the nominee and nominator must sign this form as indicated below. **Both manual and digital signatures are acceptable.**
- Please **review the nomination form carefully** and provide **detailed, comprehensive narrative and any quantitative** information that demonstrates the nominee's past and current involvement, achievements, and leadership accomplishments. The more complete the information provided, the more useful this application will be in the selection process.
- Please **include a professional headshot (no selfies) photograph of the nominee with the application** (electronic photos can be sent to tbf@thebusinessforum.org).
- **Nominees must be present at the celebration scheduled for 3:00 P.M. to 5 P.M. on Tuesday, March 14, 2023 at the Girl Scouts of WI – Badgerland, 4801 S. Biltmore Lane, Madison.**

### Nominee information:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company/Organization: \_\_\_\_\_

Preferred Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominee Signature: \_\_\_\_\_

### Nominator information:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company/Organization: \_\_\_\_\_

Preferred Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominator Signature: \_\_\_\_\_



**i. Professional leadership:** Provide specific examples of how the nominee has demonstrated leadership, excellence, creativity and initiative in his or her business or profession.



**ii. Personal leadership:** Provide specific examples of how the nominee serves as a role model for young women both personally and professionally.

[Empty text box for providing specific examples of personal and professional leadership.]



**iii. Community service:** List local, state, national and international level participation. Include length of service and leadership offices held in civic and service organizations such as charitable activities, political pursuits, religious groups, chambers of commerce, merchants' associations, etc.

**Additional information pertaining to the criteria:** Include any additional information you feel is important for consideration of the nominee. List awards, honors received and publications or articles supporting service to their profession, industry or community.

