Portland Age-Friendly Business Awards 2018 Appplication Frequently Asked Questions

Q: Can I apply for more than one type of award during the 2018 award cycle? Yes. You can apply for just the Age-Friendly Business Award OR the Age-Smart Employer Award, or you can apply for BOTH!

Q: What is the follow-up process like once I have submitted my application?

A: A staff member or volunteer will follow up with you about next steps. We will do some basic vetting of your business, and if you move on to the finalist stage, the process will likely include an on-site visit of your business and a short phone or inperson interview. We will work with your busy schedule to make it happen.

Q: Will I be able to attend the awards ceremony as an applicant, even if I do not win an award?

A: Absolutely! All applicants will receive one free ticket to the Awards Ceremony. All winners will receive 4 tickets!

Q: Will my application be made public?

A: No. Your application for an award(s) will not be made public. Your information (and feedback) will be used to help us continue to improve the application process and materials. For all winners, we will request that their information about business practices, quotes, and images be shared for marketing purposes (of both the business and awards program).

Q: What is the timeline of the awards program and applications?

A: Applications are due on July 30, 2018 by 12pm. The months of August and September will be spent reviewing applications and following up with finalists. Award winners will be notified by the end of September.

Q: Who are the individuals on the review panel?

A: The review panel will be announced by July. The panel will consists of community leaders from the private, public, and non-profit sectors – representing small and large businesses/organizations.

Q: Who do I contact for additional assistance?

A: For further questions contact Shānna Pittman-Frank at <u>AFAwards@eldersinaction.org</u> or 503-595-7590.