



2018 ACE AWARD

DEADLINE: May 1, 2018

Please submit completed application by email or on-line to:

CPA Firm Management Association | Attn: ACE Award Applications
136 South Keowee Street | Dayton, Ohio 45402
(937) 222-0030 | Fax (937) 222-5794
info@cpafma.org | www.cpaafma.org

Nomination Application

** Note that nominees must work for a firm member of CPAFMA.*

SECTION 1 – Contact Information

Nominator's Name: _____

Title: _____

Firm: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail: _____

Nominee's Name: _____

Title: _____

Firm: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail: _____

Current direct supervisor's name and title: _____

How long? _____

Phone: _____ Fax: _____

E-mail: _____

SECTION 2 – Education

College or University: _____

Degree earned: _____

College or University: _____

Degree earned: _____

Other educational and/or professional credentials: _____

SECTION 3 - Current Responsibilities

Number of staff nominee supervises:

_____ full-time _____ part-time

Briefly describe the scope of the nominee's current responsibilities and his/her strategic importance to the firm: _____

Briefly describe the nominee's strengths and weaknesses: _____

Describe the nominee's most significant accomplishment at his/her firm in the past year:

Include the following in your response:

- How is the accomplishment distinctive?
- Discuss the nominee's role in as much detail as possible, including the most tangible outcomes.
- If possible, describe how the accomplishment furthered the firm's strategic goals, growth and profitability.

What committee(s) does the nominee serve on within the firm? Please describe his/her role on each: _____

SECTION 4 - Philosophy, Goals and Accomplishments

We realize that firm management is defined differently by different firms and different firm managers. Please tell us in 500 to 750 words how you, as nominator, view his/her role at the firm. What is the firm manager's function and why? Include a description of the firm manager's mission as firm manager and briefly describe how he/she defines and measures his/her success. _____

Describe two initiatives, accomplishments or programs on which the nominee provided principal leadership, and which he/she had significant, positive, measurable results. Describe how these initiatives, accomplishments or programs contributed to the firm's strategic goals, growth and profitability. Provide details about the results (be sure to include dates of the initiatives). _____

What are the firm's core values? _____

How does the nominee live them and promote them? _____

Why should this nominee be awarded the ACE Award? What makes him/her unique as a professional managing an accounting practice? _____

SECTION 5 - References

Please list two (2) individuals we may contact who are highly familiar with the work of the nominee:

Name: _____ Title: _____

Firm: _____ City/State: _____

Phone: _____ E-mail: _____

Relationship to nominee: _____

Name: _____ Title: _____

Firm: _____ City/State: _____

Phone: _____ E-mail: _____

Relationship to nominee: _____

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