



Level 1 Application Form

Tennessee Center for Performance Excellence Award Program

Save this form to your computer, then complete.

This form is to be used by Level 1 applicants only.

Instructions for completing this form can be found in Section II of this form. Email or mail one copy of the Level 1 Application Form and submit the Application Fee to TNCPE (address below).

Tennessee Center for Performance Excellence
2525 Perimeter Place Drive, Suite 122
Nashville, TN 37214-3773
contact@tncpe.org

If you have any questions, please call us: (615) 889-8323 or (800) 453-6474.

Section I: Application Information

1. Applicant

Organization Name as it will appear on the award

Address

City State Zip

Total # of Employees (full-time equivalent) _____

Total # of Sites _____

2. Industry Sector

Please check the sector that best describes your organization

Manufacturing Education Service
Government Health Care Nonprofit

3. Industrial Classifications

List up to three NAICS codes that best describe your organization. (See page 3 of this form.)

4. Official Contact

Name

Title

Mailing Address

Street Address (no PO Box)

City County Zip

Telephone Email

5. Fees

Please use the fee schedule in the instructions section to determine your fees. The processing fee and application fee are due with this application form.

Processing Fee: _____

Application Fee: _____

Total Due: _____

6. One-Sentence Description of Your Organization

7. How did you hear about TNCPE?

8. Release Statement & Signature of Highest Ranking Official

Name

Title

Address

City County Zip

Telephone

Email

HRO Release Statement

I have reviewed the information provided on the Level 1 Application Form. To the best of my knowledge, the information on this form is true and I consent for my organization to participate in TNCPE's Level 1 Evaluation Process.

Signature Date

See Level 1 Application Form instructions on the next page.



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Tennessee Center for Performance Excellence Award Program

Section II: Instructions

Please type or print.

1. Applicant

Use these fields to provide the official name and address of your organization as it will appear on the award and in publicity materials.

Also provide the number of full-time equivalent employees (FTE) working at the organization and indicate the number of sites to be included in the evaluation.

Full-time equivalent employees are defined as those who regularly work 37.5 or more hours a week and are entitled to benefits such as paid vacation, sick leave and insurance coverage. Each instance of job sharing, where multiple individuals fulfill the responsibilities of a single position that requires 37.5 or more hours per week, is counted as a full-time equivalent employee.

2. Industry Sector

Please select the sector that best describes your organization.

3. Industrial Classification

Insert the North American Industrial Classification System (NAICS) codes most relevant to your organization's products and/or services (see page 3). If you wish to access the NAICS codes online, go to www.census.gov/naics.

4. Official Contact

In these fields, provide complete contact information (using a street address for courier deliveries) for the person at the organization who can provide additional information and arrange a site visit.

5. Fees

Please refer to the table below to determine fees for your organization. The processing and application fees are due with the application form. We will invoice you for the Bridge Workshop fee immediately following the workshop. Fees may be paid by check or you may call our office to make a credit card payment.

Processing Fee		Application Fee (Organizational Profile Development Workshop)		Bridge Workshop Fee		Total	
Number of Employees	Fee	Member	Non-Member	Member	Non-Member	Member (20% dis- count)	Non-Member
Less than 100	\$250	\$720	\$900	\$480	\$600	\$1,450	\$1,750
100-500	\$250	\$1,440	\$1,800	\$720	\$900	\$2,410	\$2,950
500-1,500	\$250	\$2,400	\$3,000	\$1,200	\$1,500	\$3,850	\$4,750
More than 1,500	\$250	\$3,600	\$4,500	\$1,680	\$2,100	\$5,530	\$6,850

6. One-Sentence Description of Your Organization

Provide a one-sentence description of your organization. This description will be used in conjunction with the Excellence in Tennessee Awards Banquet and for publicity purposes.

7. Please take a moment to tell us how you learned about TNCPE.

8. Release Statement and Signature of Highest Ranking Official

The applicant's highest-ranking official must sign in the space provided, indicating agreement to the terms and conditions stated in the Release Statement and support for the organization's involvement in TNCPE's Level 1 process.

Submitting your Level 1 Application Form:

Mail to:

Tennessee Center for Performance Excellence
2525 Perimeter Place Drive, Suite 122
Nashville, TN 37214-3773
(800) 453-6474

OR

Electronic materials should be emailed
to contact@TNCPE.org.

North American Industry Classification System (NAICS) Codes

Please insert NAICS codes most relevant to your organization's products and/or services on the first page of the Level 1 Application Form.

- 111 Crop Production
- 112 Animal Production
- 113 Forestry and Logging
- 114 Fishing, Hunting and Trapping
- 115 Support Activities for Agriculture and Forestry
- 211 Oil and Gas Extraction
- 212 Mining (except Oil and Gas)
- 213 Support Activities for Mining
- 221 Utilities
- 236 Construction of Buildings
- 237 Heavy and Civil Engineering Construction
- 238 Specialty Trade Contractors
- 311 Food Manufacturing
- 312 Beverage and Tobacco Product Manufacturing
- 313 Textile Mills
- 314 Textile Product Mills
- 315 Apparel Manufacturing
- 316 Leather and Allied Product Manufacturing
- 321 Wood Product Manufacturing
- 322 Paper Manufacturing
- 323 Printing and Related Support Activities
- 324 Petroleum and Coal Products Manufacturing
- 325 Chemical Manufacturing
- 326 Plastics and Rubber Products Manufacturing
- 327 Nonmetallic Mineral Product Manufacturing
- 331 Primary Metal Manufacturing
- 332 Fabricated Metal Product Manufacturing
- 333 Machinery Manufacturing
- 334 Computer and Electronic Product Manufacturing
- 335 Electrical Equipment, Appliance, and Component Manufacturing
- 336 Transportation Equipment Manufacturing
- 337 Furniture and Related Product Manufacturing
- 339 Miscellaneous Manufacturing
- 423 Merchant Wholesalers, Durable Goods
- 424 Merchant Wholesalers, Nondurable Goods
- 425 Wholesale Electronic Markets and Agents and Brokers
- 441 Motor Vehicle and Parts Dealers
- 442 Furniture and Home Furnishings Stores
- 443 Electronics and Appliance Stores
- 444 Building Material and Garden Equipment and Supplies Dealers
- 445 Food and Beverage Stores
- 446 Health and Personal Care Stores
- 447 Gasoline Stations
- 448 Clothing and Clothing Accessories Stores
- 451 Sporting Goods, Hobby, Book, and Music Stores
- 452 General Merchandise Stores
- 453 Miscellaneous Store Retailers
- 454 Nonstore Retailers
- 481 Air Transportation
- 482 Rail Transportation
- 483 Water Transportation
- 484 Truck Transportation
- 485 Transit and Ground Passenger Transportation
- 486 Pipeline Transportation
- 487 Scenic and Sightseeing Transportation
- 488 Support Activities for Transportation
- 491 Postal Service
- 492 Couriers and Messengers
- 493 Warehousing and Storage
- 511 Publishing Industries (except Internet)
- 512 Motion Picture and Sound Recording Industries
- 515 Broadcasting (except Internet)
- 517 Telecommunications
- 518 Data Processing, Hosting and Related Services
- 519 Other Information Services
- 521 Monetary Authorities-Central Bank
- 522 Credit Intermediation and Related Activities
- 523 Securities, Commodity Contracts, and Other Financial Investments and Related Activities
- 524 Insurance Carriers and Related Activities
- 525 Funds, Trusts, and Other Financial Vehicles
- 531 Real Estate
- 532 Rental and Leasing Services
- 533 Lessors of Nonfinancial Intangible Assets (except Copyrighted Works)
- 541 Professional, Scientific, and Technical Services
- 551 Management of Companies and Enterprises
- 561 Administrative and Support Services
- 562 Waste Management and Remediation Services
- 611 Educational Services
- 6111 Elementary and Secondary Schools
- 6112 Junior Colleges
- 6113 Colleges, Universities, and Professional Schools
- 6114 Business Schools and Computer and Management Training
- 6115 Technical and Trade Schools
- 6116 Other Schools and Instruction
- 6117 Educational Support Services
- 621 Ambulatory Health Care Services
- 6211 Offices of Physicians
- 6212 Offices of Dentists
- 6213 Offices of Other Health Practitioners
- 6214 Outpatient Care Centers
- 6215 Medical and Diagnostic Laboratories
- 6216 Home Health Care Services
- 6219 Other Ambulatory Health Care Services
- 622 Hospitals
- 623 Nursing and Residential Care Facilities
- 624 Social Assistance
- 711 Performing Arts, Spectator Sports, and Related Industries
- 712 Museums, Historical Sites, and Similar Institutions
- 713 Amusement, Gambling, and Recreation Industries
- 721 Accommodation
- 722 Food Services and Drinking Places
- 811 Repair and Maintenance
- 812 Personal and Laundry Services
- 813 Religious, Grantmaking, Civic, Professional, and Similar Organizations
- 814 Private Households
- 921 Executive, Legislative, and Other General Government Support
- 922 Justice, Public Order, and Safety Activities
- 923 Administration of Human Resource Programs
- 924 Administration of Environmental Quality Programs
- 925 Administration of Housing Programs, Urban Planning, and Community Development
- 926 Administration of Economic Programs
- 927 Space Research and Technology
- 928 National Security and International