



Future Texas Business Legend Awards Application Timeline

PHASE 1 – ONLINE INTEREST FORM

January/February 2024

- Application window opens January 8, 2024
- Before starting the online interest form and application, review all eligibility requirements, application instructions, and timeline
- Interested and eligible applicants will submit an official interest form online
- Start the online application process by setting up a profile, select the award you are applying for, and complete the official interest form before February 18, 2024 at 11:59 p.m. CST
- Applicants will need to provide a copy of their resume

PHASE 2 – FULL APPLICATION

March/April 2024

- Interest forms will be reviewed by TBHF. Selected applicants will be invited to complete the full application and provide supporting documentation. Applicants not selected to move forward in the process will be notified (March/April 2024)
- When completing the full online application, invited applicants will need to provide the following supporting documents:
 - Letter of Recommendation (from a professional or academic reference)
 - Most Recent Transcript or Grade Report (unofficial copies acceptable)
 - Headshot – (images should be high-resolution images, facing forward, wearing business professional attire (suit preferred), simple background)
 - Professional Bio – (150 words, focusing on professional, entrepreneurial and/or academic success, written in the third person)
 - Optional: Business Plan

PHASE 3 – INTERVIEW

April 2024

- Applicants will be notified by TBHF if they have been selected as a finalist and of their interview date and time
- Applicants not selected as a finalist will also be notified
- Interviews will take place via Zoom

PHASE 4 – AWARD RECIPIENTS ANNOUNCED

May 2024

- Finalists will be notified of the Award Announcement format and date