



Business Plan Competition

Dates, Rules, and Procedures

Year
2011-2012

Article I. Key Dates

Spring Semester 2012

Saturday January 28th – MBA Workshop Event

Friday, February 10th, 5:00 p.m.– Semi-Final Business Plan Submission Date

Sunday, February 19th – Semi-Final Business Plan Pitch

Sunday, February 19th – Wednesday, April 11th – Accelerator Period

Wednesday, April 11th – Finalist Presentation and Awards Ceremony

Article II. Official Competition Rules and Regulations

A. Teams

1. Teams must be composed of 2 or more members
2. Teams must be composed of at least 50% current undergraduate BC students who each make significant contributions to the team
3. Students may reach out to other universities and schools at BC to fill their teams
4. No person can be a member of more than one team participating in the competition
5. A business plan that reaches the finals may not be resubmitted in subsequent years. Finalists may participate again, but may not use the same or similar plan that reached the finals

B. Business Plans

1. All business plans must be original. All summaries, plans, and presentations must be the original work of team members
2. Each team must submit their business plan in Adobe PDF (.pdf) format. All Excel files must be formatted in display format before converting to PDF
3. Business plans are limited to 10 pages, plus any financials, with the first page being an executive summary that may not exceed one page in length
3. Deadlines are final. Out of respect to other teams and judges, no submissions will be accepted after the deadline

C. Presentations

1. All presentations must be the original work of the presenting team members
2. Five finalist teams will be selected from the pool of submitted written plans and will present to our panel of judges

3. Six hard copies of the business plan and any attachments (for instance Excel analysis) must be prepared on three-hole punch paper and provided to the Committee three days before the competition for inclusion in the Judge's binders
4. Final AV presentation files (PowerPoint or equivalent) must be submitted electronically by midnight the day before the final presentations
5. Any PowerPoint (or equivalent) presentations will be run on the venue's A/V PC or on a laptop brought by the team. It is suggested that each team come with a backup of the presentation on a flash drive in case of technical problems
5. Presentations run for a maximum of 15 minutes followed by up to 5 minutes of question and answer from the judges
6. The weight of the presentation as compared to the submitted business plan will be up to each judge – some may weigh presentation skills heavier than others – but teams are encouraged to consider the presentation as a significant part of the overall competition effort

D. Mentors and Judges

1. Mentors and judges may not charge for any services provided during the competition
2. Mentors and judges may not enter into contracts with any involved teams, individuals, or companies during the competition

Article III. Competition Procedures

A. Rule Violations

1. Questions about the rules should be addressed to bccvc@bc.edu for clarification
2. Suspected rule violations should be reported to bccvc@bc.edu as soon as possible
3. The BCVC Executive Committee will confer to determine the validity and seriousness of any reported infraction
 - a. Minor infractions will result in a warning to the team or party in violation
 - b. Major infractions will be reviewed in a hearing before the BCVC Executive Committee. The Carroll School Dean will have the final say on all penalties from rule violation decisions
 - c. Infractions that occur during the finals will be reviewed by the judges with the Carroll School Dean acting as the head of the committee
 - d. Appeals regarding rule violation decisions will be decided by the Carroll School Dean

B. The Mentor Role

1. Mentors are not permitted to write any part of the executive summaries, plans, or presentations. They are asked to act in an advisory role to the team and not write or edit the

plans themselves. This ensures fairness to all the teams and maximizes the educational value found in writing a business plan by the students

2. Mentors are expected to make themselves reasonably available to the team they are assigned to. The selection of phone or face-to-face meetings is up to the discretion of individual mentors and teams, but teams are requested to consult with their mentor at least twice during the competition
3. If a team is unhappy with their mentor or a mentor is unhappy with their team, they should make every attempt to resolve the issue. If assistance is required, contact with the BCVC Executive Committee at bcvc@bc.edu is encouraged

C. Accelerator Period

1. Each team selected during the semi-final round will receive a sum of money based on their presentation in the semi-final round
2. While there are no restrictions on how this money is spent, finalists are required to illustrate to the final round judges how they leveraged the resources of the Accelerator to improve their business
3. All teams must send at least one representative to all of the Accelerator events

D. Semi-Final & Final Rounds

1. All teams that wish to compete in the final competition or participate in the Accelerator program must submit a business plan by the semi-final submission deadline
2. The top 6-8 teams will be selected in the semi-final round, and given 48 hours to prepare a two-minute presentation which will determine the amount of funding they receive for the Accelerator
3. Each finalist team is required to submit a modified business plan before the final event by the final plan submission deadline

E. Prizes

1. The prizes are:
 - a. 1st Place - \$10,000
 - b. 2nd Place - \$ 3,000
 - c. 3rd Place - \$ 2,000
2. Prizes are distributed as seen fit among all registered team members. Team equity distribution has no bearing on prize distribution. Cash prizes may be subject to income tax
3. Prizes will be mailed out after the winning team members submit the required information to the BCVC Executive Committee