

SMALL BUSINESS INSTITUTE® STUDENT COMPETITION

**2022/2023 Guidelines – Awarded at 2023 Annual Conference
Denver, CO**



Competition	Chuck McDowell Business Plan Competition	Project of the Year Competition	Student Venture Competition
Feasibility/Comprehensive Study For A 3 rd Party Client (undergrad & grad category)		√	
Feasibility/Comprehensive Study For A Student (undergrad & grad category)			√
Specialized/Consulting For A 3 rd Party Client (undergrad & grad category)		√	
Specialized/Consulting For A Student Venture (undergrad & grad category)			√
Business Plan For A 3 rd Party Client	√		
Business Plan For A Student Venture	√		
Maximum Number Of Submissions Per University	2	1/category	
Maximum Number of Submissions Per Faculty Lead	2	1/category, 2 total	1/category, 2 total
Teams Invited To Conference	Top 9	Top 1-3 per category	Top 1-3 per category
Due Date	Feb. 1, 2023	Nov. 15, 2022	Nov. 15, 2022
Competition Period Covered	Jan. – Dec. 2022	July '21 – June '22	July '21 – June '22
Prize Money	\$10,000	\$0	\$0
Plaques For Winning Teams	√	√	√
Graduate & Undergraduate Categories		√	√
Maximum Number of Students per Team	2	6	6
Entry Fee: If paying by Credit Card – you may contact the SBI administration. Phone: 601-924- 3489 If you do not wish to pay by credit card, please make your check payable to "SBI" and mail to: SBI, PO Box 115, Clinton, MS 39060.	\$0 for SBI in good standing (2 entries) \$125 for non-SBI members (2 entries)	\$0 for SBI in good standing (2 entries) \$125 for non-SBI members (2 entries)	\$0 for SBI in good standing (2 entries) \$125 for non-SBI members (2 entries)
Submission Link	SBI Student Project Entry Form		

Judging Rubric	Business Plan POY Judging Rubric	SBI Judging Form: Feasibility/Comprehensive Analysis, SBI Judging Form: Consulting/Specialized	Student Venture Judging Rubric
Conference Presentation	10-minute presentation 1-minute elevator pitch	Poster Presentation	Poster Presentation
Judging Requirements by Faculty Lead	3 / entry	3 / entry	3 / entry
Final Judging	Finals at conference	Prior to Conference	Prior to Conference
Submission Requirements	<p>One PDF document for the Business Plan. Business Plans must follow the outline described below.</p> <ul style="list-style-type: none"> • The Title/Cover Page and Table of Contents (Does not count as part of the 10 business plan pages.) • Title/Cover Page (Does not count toward the 10 business plan pages) • Table of Contents (Does not count toward the 10 business plan pages) • Executive Summary • Business Mission and Vision • Business Description • Market Analysis • Description of Products & Services • Organization & Management • Marketing & Sales Strategy • Financials (Must have at least a detailed 5-year projected cash flow with annual income statements and balance sheets) • Appendices (Up to 10 pages of appendices) • Affidavit for Client release (Does not count towards page count) 	<ul style="list-style-type: none"> • Electronic submission (through the POY management system) • File Format: <i>one</i> inclusive, contiguous PDF document. Any separate files (such as appendices) should be merged into that one file • 100-page limit all inclusive. (each page, including title, appendices, etc. count toward the 100-page limit) • 12 pt font for report text • Double--spaced report text • Each page shall be numbered consecutively • Affidavit for Client release 	<ul style="list-style-type: none"> • Convert poster PowerPoint presentation into a PDF • Record a 7-minute video summarizing your poster • Have all individuals who are in the YouTube presentation compete a Photo/Video Release form. Combine all photo/video releases into a single PDF for uploading into the Participant Submission Form. • Affidavit for Client release

	<ul style="list-style-type: none">• 7-minute video summarizing your business plan• Have all individuals who are in the YouTube presentation complete a Photo/Video Release form. Does NOT count toward page count.		
Questions?	• Contact Jana Minifie: jm13@txstate.edu		