

# FCC Business Plan Contest Rules – Spring 2024

## Eligible Contestants

1. Any current FCC student enrolled in one or more credit or non-credit classes during the 2023-2024 Academic Year.
2. Business Plan scholarship contest submissions are limited to no more than two currently enrolled FCC students on a team. All members of a team must contribute to the written business plan and participate in the final presentation to be eligible for scholarship prizes.

## Contest Details

1. Student participants shall develop a complete business plan for a business of their choosing. Business plans for franchises, or purchases of an existing business are not eligible.
2. Students who wish to enter the contest must submit an “Intention to Compete” form via the contest website: [www.frederick.edu/businessplancontest](http://www.frederick.edu/businessplancontest) by **Friday, March 8, 2024, before 11:59 p.m.** Early submission is encouraged.
3. Students are required to submit their own original work. Students may not hire consultants or businesses to assist in the preparation of required contest materials. However, participants are encouraged to contact Professor Larry Devan ([LDevan@frederick.edu](mailto:LDevan@frederick.edu)), Adjunct Instructor Charles “Rick” Dillon ([CDillon@frederick.edu](mailto:CDillon@frederick.edu)), or Adjunct Instructor Thomas Mazerski ([TMazerski@frederick.edu](mailto:TMazerski@frederick.edu)) for advice or if they have questions regarding their business plans.
4. Written business plan submissions must be submitted by **Friday, April 12, 2024, before 11:59 p.m.** There is an online submission link via the contest website: [www.frederick.edu/businessplancontest](http://www.frederick.edu/businessplancontest). Early submission is encouraged.
5. Written business plans are scored by a panel of judges based on established criteria. The students with the three highest scores shall be invited to provide oral presentations to the same panel of judges. Students will be notified of their contest status via email by **Friday, April 19, 2024.**
6. Each finalist will be assigned a mentor for their oral presentation. Similar to the popular television show, “Shark Tank,” the final oral presentations should be formatted as an “elevator speech” or “pitch” for the business idea.
7. Final presentations will be held on **Wednesday, May 1, 1:00-2:30PM** in the FCC Conference Center. The panel of judges will score the oral presentations and scholarship prizes will be awarded to the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> highest combined scores from the written plans and oral presentations.
8. Students are advised that FCC cannot shield or protect their ideas/works from access in the public domain as a result of entry in this scholarship contest.
9. FCC may adjust due dates and deadlines or change rules as they deem appropriate, and any such changes will be announced via the contest website, [www.frederick.edu/businessplancontest](http://www.frederick.edu/businessplancontest).
10. Contestants must disclose any potential conflicts of interest to [LDevan@frederick.edu](mailto:LDevan@frederick.edu), including but not limited to family, business, or personal relationships with the contest judges or contest committee. The committee will rule on/resolve any such issues as they may arise.
11. To determine the contest winners, 60% of the score will be based on the written plan and 40% will be based on the final presentation.

12. Previous contest individual or team finalists or winners are prohibited from entering the contest in future years. However, previous contestants or team members who meet all other eligibility requirements may participate if they have not been previously selected as a contest finalist or winner.
13. Contest winners will be honored in the President's Newsletter and a press release.
14. Frederick Community College prohibits discrimination against any person on the basis of age, ancestry, citizenship status, color, creed, ethnicity, gender identity and expression, genetic information, marital status, mental or physical disability, national origin, race, religious affiliation, sex, sexual orientation, or veteran status in its activities, admissions, educational programs, and employment.
15. Frederick Community College makes every effort to accommodate individuals with disabilities for College-sponsored events and programs. If you have accommodation needs or questions, please call 301-846-2408. To request a sign language interpreter, please visit <https://www.frederick.edu/student-resources/das.aspx#SIGNLANGUAGE>. If you have interpreting related questions, please email [Interpreting@frederick.edu](mailto:Interpreting@frederick.edu). Sign language interpreters will not be automatically provided for College-sponsored events without a request for services. To guarantee accommodations, requests must be made at least five workdays in advance of a scheduled event.

### **Instructions for Submitting the Business Plan Document**

1. Provide a cover page with the name of the proposed business and person(s) submitting the business plan.
2. The plan must follow the outline instructions and use the section headings provided.
3. All materials must be prepared in at least 11-point font.
4. PowerPoint presentations are not permitted. However, other visuals, samples, etc. may be utilized in the final presentation.
5. All materials must be checked for spelling and grammatical errors.
5. The Business Plan and Attachments must be scanned and submitted as one PDF file. The file name must include the name of the student and FCC business plan contest; for example: john davis business plan contest.pdf The PDF file must be emailed to Professor Devan at [ldevan@frederick.edu](mailto:ldevan@frederick.edu). Adobe instructions available; contact same email for assistance.
6. The written plan must be submitted by **Friday, April 12, 2024 before 11:59 p.m.** Early submission is encouraged.

### **Scholarship Prizes**

1. First place will be a \$2,500 Scholarship
2. Second place will be a \$1,500 Scholarship
3. Third place will be a \$1,000 Scholarship
4. Teams of two will split any prizes equally
5. Scholarship prizes may be used at FCC or a transfer college.
6. Scholarship prizes are not transferable to other persons.
7. Scholarship prizes must be claimed within one year of the final presentation event.