

Business Plan Competition Contestant Requirements

Business Idea

An idea for a new business or for the expansion of a startup or an existing business in the Houston area. (You are encouraged to locate your business in Spring Branch).

Applying

How to Apply for the 2020 HCC BPC:

- Proposed & Startup Entrepreneurs – 3 Steps: Workshop, Quick Class, Apply
- Existing Entrepreneurs – 2 Steps: Workshop and Apply
- 10,000 Small Business Alumni – 1 Step: Apply

*Startup=not yet achieved 6 straight months net profit

Class/Program – For proposed and startup applicants only, one member of each team must have completed either Small Business Management-BUSG 2309 (for college credit students), Entrepreneurship & Economic Development-BUSG 1307 (for college credit students), the Small Business Success Series by HCC, or the **Creating a Successful Business Plan Class** (CASBP class for continuing education students) or one of our approved partner programs: (University of Houston SURE Program, Houston Area Urban League Small Business University, Liftoff Houston Startup Training and Competition); either before the application period closes or, if in the December 2019 or the January 2020 CASBP class, then commit to finishing the December class by January 30, or commit to finishing the January Class by February 21. **To Register for December or January CASBP Class**

Financial Workshop for Small Business Launch & Growth – 1-Day –Understanding Cash Needs, Loan & Business Financials –HCC Ctr. For Entrepreneurship-9a-4:30p. Your Workshop Date Choices: – [1/14](#), [1/25](#) or [2/1](#). All BPC Applicant team leads should sign up for the workshop prior to submitting BPC Application! Click on links above to Register for a workshop.

Graduates of HCC's Goldman Sachs 10,000 Small Businesses program (10ksb) may also apply for the competition and are NOT required to take another class or partner program, nor the financial workshop. Your completion of the 10,000 Small Businesses program is considered your prerequisite class. Although the workshop is not required for 10ksb grads, it recommended as a great refresher! To sign up for a workshop see links presented previously in this document.

Each contestant team must submit a fully completed application with their business idea within this time frame: January 1, 2020 through January 30, 2020 at 5:00 pm. Upon notification of acceptance, each team will be paired with their advisors and can begin working at once.

Participant Expectations

Contestant team commits to attend all Business Plan Competition Training Sessions (5 sessions). One team member must attend all training sessions; this is mandatory, and all team members are strongly encouraged to attend as well.

Participant commits to:

1. Meet with advisers on a scheduled basis (4 hours per month). If you cannot attend a scheduled meeting, you must let your advisers know in advance to reschedule. This is good business practice! Participants will meet with advisers at HCC Alief Hayes or at a business location convenient to the adviser. Advisers will not be asked to travel out of the area;
2. Provide an accurate email address and telephone number;
3. Check email and phone messages on a daily basis;
4. Meet suggested interim benchmark dates
5. Maintain good academic standing.

Your advisers will review your progress and guide you, but they will NOT write portions of your plan nor do any part of your research. You should allocate sufficient time during the period from February 25 through April 21 to meet interim benchmark dates which will be given to you at the first training session. The interim benchmark dates are designed to progress you toward completion of your written plan due on May 6, 2020.

Failure to meet these requirements can result in disqualification from the competition. By applying to the Business Plan competition, every applicant agrees to meet the conditions of the contestant requirements.