



## SEMIFINAL ROUND - SUBMISSION REQUIREMENTS Graduate Teams

### WRITTEN PLAN

- Semifinalists are required to submit a business plan for review by semifinalist judges. Plans may take the form of a written document in a traditional business plan format, or as a 'pitch deck' format in a tool such as PowerPoint or Keynote. The requirements below apply to all submissions.
- Plans should be submitted as a single, printable PDF file. Plans are limited to no more than 10 pages (not including a single cover page and single table of contents page) and can include up to 6 additional pages of appendices for an overall total of 18 pages. Page format is 1.5 line spacing with 1 inch top, bottom, left and right margins, and 12 point font. This line spacing and font requirement applies to the textual content of the document and not to titles and descriptions accompanying pictures, graphs, tables or worksheets. All pages must be numbered excluding the cover page. The cover page must include venture name and university affiliation.
- Financial data should include cash flow, income statement, and balance sheet details for at least 2 years of operations.
- Include an explanation of the offering to investors indicating how much money is required, how it will be used and the proposed structure of the deal.
- Delineate the potential exit strategies and return potential to investors
- Appendices should be included only when they support the findings, statements and observations in the plan.

### 1-PAGE PITCH

- A link to the 1-Page Pitch must be submitted. Page format will utilize Palo Alto Software's LivePlan software which will be provided to all semifinalist teams. The Pitch is limited to no more than 1 page including all narrative and appendices.

## **PRESENTATION RULES - ALL ROUNDS**

NVC Start-up Round is a practice round which begins a practice Elevator Pitch presentation in addition to a 30-minute running clock presentation during which judges may interrupt with questions. All team members are required to be present.

Team Trade Show is a traditional trade show format during which each team has a table and engages visitors. Presentation materials are permitted and one team member will participate in a 1-minute Elevator Pitch during the evening. No visual aids are allowed during the Elevator Pitch.

NVC Semifinal Round allows for a 30-minute running clock during which judges may interrupt with questions.

NVC Final Round allows for a 30-minute running clock during which judges may interrupt with questions.

NVC Sustainability Round allows for a 10-minute presentation with a 15-minute Q&A with judges. The judges will have already read the full business plan, and teams should expect to spend the presentation time briefly explaining the venture and fully delineating their venture's sustainability claims.

NVC Lightning Round allows for a 60-minute round-table discussion with coaches where the team pitches their venture without the use of any pre-prepared aids.

Additional rules applying to all rounds:

- Each member of the team present at the competition must participate in the formal presentation of the plan. Participation is defined as a minimum of 60 seconds of speaking during each presentation of the plan.
- Teams and their advisors may not observe other teams' sessions in their track until after they have presented their own plan.
- Each team needs to supply a laptop computer and is responsible for assuring it works with the provided audio-visual equipment in advance of their presentation.