National Community Pharmacist Association
Good Neighbor Pharmacy NCPA Pruitt Schutte Student Business Plan Competition Application

Please type the preferred contact information of your team below. Accurate contact information ensures timely notification of grading results. Thank you for your cooperation.

Business Plan Title: _____________________________________________________________

Submission Date: __________________________________________________________________

School Name: _____________________________________________________________________

Mailing Address: ___________________________________________________________________

Team Contact Person: __________________________________________________________________

Team Contact Email: __________________________________________________________________

Team Members: Name NCPA ID

CAPTAIN

Member 1

Member 2

Member 3

Team Advisor: Email: __________________________________________________________________

Employer: ______________________________________________________________________

Mailing Address: ___________________________________________________________________

Business Plan will only be accepted electronically. Send one Word Document or PDF file to studentaffairs@ncpanet.org. Files must be labeled as “Chapter Name Business Plan.doc or.pdf.” Business plans may not exceed 70 pages, excluding the four items listed as “Supporting Documents” on the grading rubric.

Deadline: Entries must time stamped by 11:59pm EASTERN on May 30.

Team Advisor: Please sign below to indicate your team member's consent for NCPA to use your business plan for academic purposes.

______________________________________________________________________________

Please sign below to indicate your team member’s consent to be videotaped and photographed at NCPA's Annual Convention.

______________________________________________________________________________
Frequently Asked Questions

- What is a business plan?
  According to the Small Business Administration, “A business plan precisely defines your business, identifies your goals, and serves as your firm’s resume. The basic components include a current and pro forma balance sheet, an income statement, and a cash flow analysis. It helps you allocate resources properly, handle unforeseen complications, and make good business decisions. Because it provides specific and organized information about your company and how you will repay borrowed money, a good business plan is a crucial part of any loan application.”

- Why are NCPA and the NCPA Foundation holding this competition?
  The NCPA Foundation supports pharmacy education by providing low interest educational loans, scholarships, and research support. NCPA is the national organization that represents community pharmacies, which are “laboratories of innovation” for the profession. A business plan is a core component of a successful entrepreneur. This competition is intended to facilitate the development of the business planning process and ultimately result in more pharmacy entrepreneurs.

- Who are Joe Schutte and Neil Pruitt?
  Neil Pruitt, Sr., who was killed in a tragic car accident in 2003, served as president of NCPA, then NARD, in 1981-1982 and was a Trustee on the NCPA Foundation. Pruitt grew his company, United Health Services, from a single independent pharmacy in northeast Georgia into a multifaceted health care organization with operations in several southeastern states. H. Joseph Schutte served as president of NCPA in 1985-1986 and is a Trustee on the NCPA Foundation. His career started with owning his own community pharmacy and eventually he owned six pharmacies in Kentucky that provided services for thousands of patients in long-term care facilities.

- How many students can help prepare the business plan?
  Any number of NCPA student chapter members can help prepare the business plan. However, only 4 members of the team are allowed to participate in the live presentation competition for the top three finalists.

- Are teams allowed to apply with fewer than 4 members?
  Yes, teams may apply with fewer than 4 members. The minimum number of participants is one.

- What is an active chapter?
  For a chapter to be eligible as active, it must participate in activities which work on the four areas of focus: Neighborhood community service; Creating new members; Promoting independent pharmacy; and Advocating legislative action. Examples of these activities include holding chapter meetings, having a solid membership base, attending the NCPA Annual Convention, visiting local independent pharmacies, participating in your state association’s legislative day, etc. For a member to be eligible as active, he/she must be a pharmacy student currently enrolled and in good standing in an accredited college/school of pharmacy or a school currently in the accreditation process. He or she must have submitted an application for registration as an NCPA student member, as well as paid both chapter and national fees.

- How can I find out if my school has an NCPA chapter?
  Contact the NCPA Student Affairs Department at studentaffairs@ncpanet.org.

- How can I find out if I’m a member of NCPA?
  E-mail membership@ncpanet.org to contact the NCPA Membership Department.

- How do I become an NCPA member?
  To join NCPA go to www.ncpanet.org and click “Join NCPA” on the menu bar. National membership dues for students are $50. All team members must be active members on May 30th, 2017 and finalists must be active members July 1 – October 24, 2017.

- Who can serve as the team advisor?
  The team advisor must be an active NCPA member. The NCPA faculty liaison or another faculty member at your school of pharmacy can also serve as the team advisor.

- What is the difference between an NCPA faculty liaison and the team advisor?
  The NCPA faculty liaison is the person selected by the chapter and/or Dean of the pharmacy school to oversee NCPA student chapter operations. The team advisor must be an active NCPA member, the NCPA faculty liaison, or another faculty member at your school of pharmacy.

- Can the NCPA faculty liaison serve as the team advisor?
  Yes. The NCPA faculty liaison can also serve as the team advisor.

- Does the team advisor have to donate money?
  The team advisor is a volunteer and does not have to donate any money to the team or competition.

- How can I find out more about the live presentation portion of the competition?
  If your team is selected as one of the top three finalists, the team captain and advisor will be notified of the team’s selection. Additional information about the live presentation will then be provided to your team. Contact the NCPA Department of Student Affairs if you have any questions about the live presentation at studentaffairs@ncpanet.org.

- Does each finalist team member receive the cash prize?
  Individual team members do not receive either of the two cash prizes awarded. One goes to the team’s NCPA student chapter, and the other is given to the school in your Dean’s name for the purpose of promoting independent community pharmacy at your school.

- Is there a requirement for the length of the business plan (minimum/maximum number of pages)?
  Business plans should not exceed 70 pages in length. The four items listed as “Supporting Documents” in the rubric are excluded from the page count; these are 1) curriculum vitae, 2) personal financial statement, 3) lease or real estate title, and 4) blue print or floor plan drawing. The plan should address each domain in the grading criteria rubric and effectively communicate the viability of the business to a lender. The majority of business plans submitted are between 30 – 70 pages.

- Where do I mail the business plan?
  The team’s application and business plan must be submitted electronically to studentaffairs@ncpanet.org by 11:59pm EASTERN on May 30, 2017.
In an effort to promote interest in independent community pharmacy ownership, the National Community Pharmacists Association (NCPA) and the NCPA Foundation have established the Good Neighbor Pharmacy NCPA Pruitt-Schutte Student Business Plan Competition. The goal of the Competition is to motivate pharmacy students to create the blueprint necessary for buying an existing independent community pharmacy or to develop a new pharmacy. The Competition is the first national competition of its kind in the pharmacy profession and is named to honor two great champions of independent pharmacy, the late Neil Pruitt, Sr., and the late H. Joseph Schutte. Through this competition, NCPA is better able to prepare tomorrow’s pharmacy entrepreneurs for a successful future.

The Pruitt and Schutte families initiated an endowment fund with the NCPA Foundation to help support annual operating expenses of the competition. The competition is supported by Good Neighbor Pharmacy, Pharmacists Mutual Companies, and the NCPA Foundation

Eligibility Requirements:

- Teams must be composed of pharmacy students, all of whom must be active NCPA student members, from May 30, 2017 through October 24, 2017.
- Each team must have one (1) team advisor who is a pharmacist member of NCPA or who is a full-time faculty member at the pharmacy school.
- Pharmacy schools entering the competition must have an active NCPA Student Chapter. Please email studentaffairs@ncpanet.org for chapter status. NOTE: Only one application will be accepted per student chapter.
- If selected as finalists, team members (up to four) and the team advisor must be able to attend the NCPA Convention in October.

Timeline:

- Applications must be submitted electronically on or before: 11:59 pm EASTERN May 30, 2017.
- Three (3) finalists will be announced at the American Association of Colleges of Pharmacy (AACP) Annual Meeting in July.
- Presentation materials from the 3 finalists must be postmarked by August 14, 2017 or have an email time stamp of 11:59 pm EASTERN on August 14, 2017.
- Live presentation will be made at the NCPA Annual Convention on Saturday, October 14, 2017.

Award Description:

The team members and team advisor of the 3 finalists will receive complimentary registration, travel, and lodging to the NCPA Convention. After the live presentations have been evaluated and scored, the following awards will be presented:

**FIRST PLACE:** $3000 to the NCPA student chapter, and $3000 in the Dean’s name to promote independent pharmacy at the school. The team members, team advisor, and Dean will receive complimentary registration, travel, and lodging to the Multiple Location Conference in February 2017.

**SECOND PLACE:** $2000 to the NCPA student chapter, and $2000 in the Dean’s name to promote independent pharmacy at the school.

**THIRD PLACE:** $1000 to the NCPA student chapter, and $1000 in the Dean’s name to promote independent pharmacy at the school.

Grading Criteria:

Plans are graded on the content and appearance of the documents submitted. The twelve rubric domains are: Cover Sheet (4pts), Table of Contents (3pts), Mission Statement and Vision Statement (9pts), Description of Business (14pts), Physical Description of the Business (7pts), Summary of Loan Request (9pts), Financial Documents (17pts), Marketing Plan (9pts), Supporting Documents (3pts), Originality and Creativity (10pts), Feasibility/Ability to Implement (10pts) and Neatness and Professionalism (5pts). The specific criteria that must be met within each of these categories are described in the grading rubric on pages of this packet. The grading rubric can also be found on the NCPA website, under the Student tab: [http://www.ncpanet.org/students/business-plan-competition](http://www.ncpanet.org/students/business-plan-competition).