



Junior Achievement of British Columbia 2009-2010 CIBC Student Venture Awards

Sponsored by:



The purpose of these awards is to acknowledge outstanding JA Companies and Student Ventures in British Columbia for the 2009-2010 school year. Awards may be presented to recognize teamwork or creativity and innovation, as well as to highlight the most well-rounded and realistic business experience documented by a Company or Student Venture.

In British Columbia these awards are supported by the Canadian Imperial Bank of Commerce (CIBC), presenting sponsor of the JA Company Program – A Student Venture.

Award Selection

A selection committee representing CIBC, the Lotte & John Hecht Memorial Foundation, JABC's Board of Directors, JABC Business Consultants, Business Educators and Staff will review submissions and recommend awards.

Finalists will be notified by June 3rd, 2010 latest. The awards will be announced and winners recognized at a Provincial reception hosted by JABC's Board of Directors June 10th, and at Regional events as appropriate. Finalists may assemble company materials suitable for display at these events. Display items should be prepared to showcase your Venture/Company, and may include business plans, final reports, product or service samples, advertising, photographs, posters etc. JABC will provide a display space for each Venture.

Eligibility

This award is open to all BC student groups participating in JA's Company Program – A Student Venture, and is based on the criteria outlined in this information package.

Requirements

All JA Companies and Student Ventures entering applications will be evaluated according to the following standards:

- 80% attendance by all students averaged over the life of the program (confirmed in writing by teacher or advisor/consultant)
- 80% attendance of company officers at all meetings with the managing officer present and presiding (confirmed by supplying meeting minutes)
- Corporate records completely and accurately maintained, with the following submitted to Junior Achievement:

- Bylaws and charter application
- \$40 start up fee
- Profit tax payable (40% after deducting donations)
- Legible list of names of employees (students), consultants and teachers involved in your Venture (this will be used to generate award certificates should your group be chosen Company of the Year)
- Business plan (2 print copies, or 1 print copy plus electronic copy on CD)
- Annual/final report (2 print copies or option as above) with financial documentation including: expense forecast, profit and loss statement, balance sheet, liquidation report, auditor's report. See page 120 of the student workbook or page 73 in the teaching guide for pointers on completing your report, and be sure to include the following information:

- | | |
|---|--|
| <input type="checkbox"/> Company name | <input type="checkbox"/> Corporate address of your company |
| <input type="checkbox"/> Fiscal year | <input type="checkbox"/> Organization chart for your company |
| <input type="checkbox"/> Names of advisors | <input type="checkbox"/> Sales income |
| <input type="checkbox"/> Name and full description of product/service | <input type="checkbox"/> Selling price of product/service |
| <input type="checkbox"/> Production costs | |

- Par value per share, or partnership amount invested
- Number of shareholders or partners
- A company report signed by the President describing the entire company's operations including information from each department. (This can be a single report from the President or very brief reports from each department head.)
- An appendix should be added to include minutes of key shareholders' meetings, minutes of important staff/management meetings, photos of company activities etc.

Note: PLEASE do not email your reports to Junior Achievement as an attachment, as often the files are very large due to graphics etc. We are happy to receive them on CD or memory stick.

Requirements (cont)

- Report/letter from consultant/advisor and/or teacher recommending the company for the award and describing how the students have demonstrated some or all of the following:
 - teamwork among company members
 - creativity and/or innovation regarding marketing strategies, product design/concept, packaging and presentation etc.
 - enhancement of environment and/or community
 - commitment and determination
 - leadership shown by executives
 - understanding of basic economic concepts and business principles
 - ability to overcome obstacles
- Evidence of the shareholders'/investors' initial investment being accounted for and any dividends paid
- Statement of salaries and wages paid to company employees
- ***Very Important:** Sample (preferred) or close-up photo of product or service provided.
- Evidence of any marketing and/or promotional activity used to gain school and/or community recognition.

Additional Considerations

The selection committee is interested in encouraging creativity and new entrepreneurial initiatives. Ventures presenting new and/or innovative products /services not previously tried within the past two years at their school or location will receive additional consideration.

Recognition

- Award for winning company (usually displayed at school or at an advisor's company offices). Company name to be added to the perpetual plaque celebrating this award.
- Certificates for each participating company member.

Application Due Date: Tuesday, May 25, 2010

- The winner will be notified by June 3, 2010.
- Winners will be recognized at JABC's Provincial awards presentation June 10, 2010 and at Regional events as appropriate.

Privacy Policy

Junior Achievement of British Columbia respects your privacy. We protect your personal information and adhere to all legislative requirements with respect to protecting privacy. We do not rent, sell, or trade our mailing lists. The information you provide will be used to deliver services and to keep you informed and up-to-date on the activities of Junior Achievement of British Columbia, including programs, services, special events, funding needs, opportunities to volunteer, or to give and more through periodic contacts. If at any time you wish to be removed from any of these lists, simply contact us by phone at 604-688-3887 or via email at privacy@jabc.org, and we will gladly accommodate your request.

Application Form

Complete the information as appropriate to your JA Company:

CIBC Student Venture Awards 2009-2010	
Name of JA Company:	
Name of Product or Service:	
Student President or CEO:	
CEO's Telephone No.: ()	CEO's E-mail Address:
Sponsor Teacher Name:	School:
Telephone No.: ()	E-mail Address:
Sponsoring/host Firm:	
Lead Advisor Name:	Advisor's Firm:
Telephone No.: ()	E-mail Address:
Names & Firms of Additional Advisors:	

APPLICATION DUE DATE: TUESDAY, MAY 25, 2010

Mail, Fax, Deliver or Scan & email completed applications to:

Junior Achievement of British Columbia

Attention: Christopher Hindle

Suite 110 – 475 West Georgia Street

Vancouver, BC V6B 4M9

T: 604-688-3887 ext 231

F: 604-689-5299

E: christopher.hindle@jabc.org

Note: PLEASE do not email your reports to Junior Achievement as an attachment, as often the files are very large due to graphics etc. We are happy to receive them on CD or memory stick. You may submit your application forms in this format also if you wish.

Qualifier

We have read and we understand the Eligibility Requirements of the CIBC Student Venture Awards. We agree to comply with these requirements and any further requirements established by Junior Achievement of BC. We have attached the following:

- Application Form
- Documentation outlined under Requirements
- Qualifier Page (this page)

By virtue of the signatures below, we certify this report was completely written and prepared for by the student members of the JA Company _____. Advisor participation in the preparation and printing of this report was limited to assistance in the editing process and with printing contacts.

Lead Advisor/Sponsor Teacher's Name

Signature

Date

JA Company President /CEO's Name

Signature

Date

APPLICATION DUE DATE: TUESDAY MAY 25, 2010