

2005-2006 Information Handbook

- "SIFE has motivated me to do things I never thought I could do." Amy Waers,,SIFE Student
- "If SIFE had been around when I was a student, I could have really become something!" Jack Shewmaker, SIFE Board Member
- "Success is a contagious motivator and energizer. With SIFE, anyone can become a success, simply by getting involved." Dena Johnson, SIFE Student
- "Students are helping our community and themselves by growing and reaping far greater rewards than they could have ever imagined." Professor Melanie Anderson, Sam Walton Fellow
- "I now see the world through different eyes. I have been SIFE'd!" Jeremy Ball, SIFE Student
- "SIFE allows our students to get way out of the box and develop innovative programs that no one has done before." Dr. Michael Avery, Sam Walton Fellow



DATES AND EVENTS

September	
TBA	Walgreen's SIFE Team Training Conferences
October	
5-7	SIFE World Cup 2005 - Toronto, Ontario, Canada
TBA	Walgreen's SIFE Team Training Conferences
November	
TBA	Walgreen's SIFE Team Training Conferences
March	
3	SIFE USA Regional Competition registration deadline
27-31	SIFE USA Regional Competitions (continue into April)
April	
1-12	SIFE USA Regional Competitions
21	SIFE USA National Exposition registration deadline
28	Deadline for all Individual Topic Competition entries
May	
21-23	SIFE USA National Exposition

SIFE USA Information Handbook

2005-2006

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Sunday, May 22, 2005

ENTERPRISE RENT-A-CAR

Opening Day Host

(Casual Business Dress)

3:00 pm - 7:30 pm

OFFICE DEPOT, INC.

Registration

Bartle Hall - Lobby 2200

(Registration will re-open following Awards Ceremony)

5:30 pm - 7:30 pm

WAL-MART

Sam M. Walton Free Enterprise Fellow Reception/Dinner

Colonial/Imperial Ballroom - Marriott Hotel - Muehlebach Tower

Keynote Speaker: Doug McMillon

Executive Vice President

SAM's Club

6:30 pm - 7:45 pm

CONAGRA FOODS, INC.

Alumni & Graduating SIFE Team Member Reception

Bartle Hall - Room 2215AB

9:30 pm

NESTLE PURINA PETCARE COMPANY

Leagues & Topic Competitions Awards Ceremony

Bartle Hall - Room 2103AB

Keynote Speaker: Dan Jansen

Olympic Gold Medalist

Monday, May 23, 2005

OFFICE DEPOT, INC.

Opening Day Host

CAREER OPPORTUNITY FAIR - Bartle Hall B/C 9:00 am - 5:00 pm

11:00 am

1:00 pm

Registration

B/C

Tuesday, May 24, 2005

DISCOVER FINANCIAL SERVICES, INC.

Final Day Host

(Business Dress)

CAREER OPPORTUNITY FAIR - Bartle Hall B/C 9:00 am - 12:45 pm

6:00 am - 5:00 pm

OFFICE DEPOT, INC.

Registration - Bartle Hall Lobby 2200

7:00 am - 7:30 am

NESTLE PURINA PETCARE COMPANY

Judges Breakfast/Orientation

4-Year Division Semi-Final & 2-Year Division Final Rounds

(Judges only)

Bartle Hall - Room 2215C

7:30 am - 10:15 am

CONAGRA FOODS, INC.

CEO Roundtable Breakfast & Discussion

(4-Year Division Final Round Judges only)

Bartle Hall - Room 2103AB

7:45 am - 11:40 am

4-Year Division Semi-Final Round of Judging

Leagues and Locations

Bartle Hall - Rooms 2101, 2102AB, 2104AB & 2105

7:45 am - 11:40 am

HENKEL CONSUMER ADHESIVES, INC.

2-Year Division Final Round of Judging

Bartle Hall - Room 2215AB

8:00 am - 8:30 am

Recruiters Breakfast

Bartle Hall B/C

10:30 am - 11:25 am

Top to Future Top Forum

Bartle Hall - Room 2103AB

11:30 am - 12:25 pm

KPMG

4-Year Division Final Round Judges Luncheon/Orientation

(Judges only)

Bartle Hall - Room 2103C

11:50 am - 12:50 am

CAMPBELL SOUP COMPANY

Judges Luncheon - 4-Year Division Semi-Final

& 2-Year Division Final Rounds (Judges only)

Bartle Hall - Room 2215C

1:00 pm - 1:30 pm

KPMG/RUDOLPH FOODS COMPANY, INC.

Donor Recognition & 4-Year Division Final Round

Time Slot Drawing

Bartle Hall A/B

1:45 pm - 4:10 pm

HENKEL CONSUMER ADHESIVES, INC.

2-Year Division Final Round Judging continues

Bartle Hall - Room 2215AB

1:45 pm - 4:55 pm

RICH PRO

4-Year Division

Bartle Hall

5:00 pm

UNILEVER

Evening

Final Round

(Judges only)

Bartle Hall

5:45 pm

Board Meeting

Colonial

The SIFE Program

The Organization

Founded in 1975, Students In Free Enterprise (SIFE) has grown to become one of the largest university based organizations in the world. SIFE teams are active on college and university campuses in more than 40 countries and territories around the world. In the United States, more than 800 colleges and universities are enrolled in SIFE. Visit www.sife.org to find a complete list of the countries that operate a SIFE program and the U.S. colleges and universities enrolled in SIFE.

Working together as a team and through the mentoring of Sam Walton Fellows, SIFE students apply their classroom experiences to develop and implement educational outreach programs that educate individuals in their communities about the principles of market economics, success skills, entrepreneurship, financial literacy and business ethics.

The challenge to SIFE teams is not simply to inform, but also to empower—to help their targeted audiences reach their full potential through a better understanding of the principles of free enterprise. Individually, SIFE teams are improving the quality of life and standard of living for members of their communities. Collectively, the focused effort of hundreds of SIFE teams and the thousands of faculty, students and supporting community leaders driving these teams, has created a positive and sweeping force for change that impacts the lives of millions and is literally changing the world.

The Individual SIFE Team

SIFE teams are organized on individual college and university campuses. There are intentionally very few rules or procedures established by SIFE World Headquarters for how these teams are organized and structured. Rules can be found in the "Membership Guidelines" section. Questions a SIFE team may have that are not addressed in that section are all left to the discretion of the individual SIFE team to answer.

There are many ways to organize and operate a SIFE team. Every college or university campus is as unique as the community it serves. This flexibility allows each school to structure its SIFE team in a manner that best fits its faculty, student and community needs. Each SIFE team has complete freedom to put in place rules and procedures to govern its own activities, beyond those outlined in this handbook, as long as they are consistent with the SIFE Membership Guidelines.

This same flexibility applies to each team's educational efforts. The only parameters SIFE World Headquarters places on a team's educational outreach programs is that they should be designed to educate others about at least one of the five SIFE educational topics: market economics, success skills, entrepreneurship, financial literacy and business ethics. Beyond this, questions as to how many projects teams choose to do, which audiences they target, whether they design original educational material or use pre-designed material, etc., are all left to the discretion of each team.

A set of "best practices" and suggestions for building a quality and sustainable SIFE team can be found in the SIFE USA Training Manual, which should be used as an accompanying document to this handbook. A copy of this training manual can be requested from the SIFE USA Program Department or downloaded at www.sife.org. The SIFE USA Program staff is also available to meet with teams individually and can provide personal consultation to teams as they organize and develop their educational outreach projects.

THE COMPETITION PROCESS

The Overall Competition

The SIFE Overall Competition provides SIFE teams with the opportunity to compete against each other and ultimately determine which team had the most impact improving the quality of life and standard of living for members of its community through educating others about the five SIFE educational topics: Market Economics, Success Skills, Entrepreneurship, Financial Literacy and Business Ethics.

The competitive format consists of a written annual report and a live audio-visual presentation, which the teams present to a panel of entrepreneurs and executives serving as judges. At the United States competitions, teams are separated into two divisions, the two-year college division and the four-year university division. The teams are subsequently divided into leagues based on their performance in the previous year's competition. First year "rookie" teams are then evenly distributed among the leagues.

In the United States, the competition process begins with the SIFE USA Regional Competitions. Every SIFE team is invited to attend the Regional Competition of its choice. Regional Champions then advance to the SIFE USA National Exposition hosted by the Kansas City Business Community.

In every country around the world, and at each level of the SIFE Overall Competition, the format, rules and judging criteria remain the same. Complete competition details can be found in the "Overall Competition" section of this handbook on pages 17-26.

The Individual Topic Competitions

In addition to being evaluated on the quality of their overall program, SIFE teams have the opportunity for recognition in each of the five specific educational topics. In the United States, this process begins at the regional level.

Within each league, judges will not only determine which team had the best comprehensive program, but they will also decide which team did the best job educating others about each one of the five SIFE educational topics: market economics, success skills, entrepreneurship, financial literacy and business ethics.

One winner will be named for each of the educational topics. These teams, named Individual Topic Competition finalists will be asked to submit an online finalist report. Those entries will be judged prior to the SIFE USA National Exposition, and the top three entries in each Individual Topic Competition will receive further awards and recognition at the event.

Complete competition details can be found in the "Individual Topic Competition" section of this handbook on pages 27-34.

Honors, Awards and Scholarships

No SIFE team exists on its own. Each successful SIFE team can count a long list of individuals who have contributed time, energy and creativity on its behalf. SIFE USA has established several special honors and awards to provide teams with the opportunity to earn national recognition for their strongest supporters.

Each honor and award has its own entry format. All submissions are reviewed and winners are selected by a panel of judges. All recipients of these special honors and awards (with the exception of the Service Leadership Award) will be recognized at the SIFE USA National Exposition. Complete details of these honors and awards can be found in the "Honors, Awards and Scholarships" section of this handbook, pages 35-44.



Membership Guidelines

The following guidelines govern activity and communication by SIFE teams, SIFE faculty advisors, SIFE students, and any other representatives of a SIFE team while representing themselves as official members of the SIFE network and while operating under and with the use of the SIFE trademark.

ELIGIBILITY

The Board of Directors of each SIFE country, working within parameters defined by the SIFE World Headquarters, determines eligibility rules for individual institutions and student/faculty participation.

The SIFE World Headquarters' 501c(3) status as a non-profit organization does not extend to individual SIFE teams, nor are they allowed to use the SIFE World Headquarters' tax identification number when receiving contributions.

Schools

Each individual college and university may have only one SIFE team. Branches of a college or university may each have their own team as long as they are located on different campuses and are separate degree-granting institutions. In these instances, each team must have a different faculty advisor.

Colleges and universities must first apply to SIFE World Headquarters for approval before becoming an official SIFE team. Interested students or faculty members should contact the SIFE USA Program Department for information on applying for membership.

Faculty Advisors

In order to be recognized by SIFE World Headquarters, each SIFE team must have a faculty advisor. In the United States, faculty advisors who lead their SIFE team to a Regional Competition are recognized as Sam M. Walton Free Enterprise Fellows. Contact the SIFE USA Program Department for information on how to apply for a Sam Walton Fellowship.

To qualify as a faculty advisor, candidates must be employed by the college or university they represent. No restrictions are made as to the specific nature of the applicant's role at the school they represent. Each SIFE team may have more than one faculty advisor. However, each faculty advisor must submit an application separately.

Students

Any person officially enrolled as a graduate or undergraduate student at a college or university, whether full or part-time, is eligible to participate in SIFE. Students who attend classes on more than one campus, or students enrolled in both a two and four-year program at the same time, may participate on more than one team but are only permitted to represent one team at competition.

Each individual SIFE team has complete authority to establish restrictions or qualifications for membership beyond those outlined above. To be recognized as an official SIFE student participant by SIFE World Headquarters, students must register themselves online at www.sife.org.

Alumni

To be a member of the SIFE Alumni Network, an individual must have been actively involved in SIFE while in college and must have graduated from the college/university at which he/she was an active member of the SIFE team. Upon graduation, registered SIFE team members can join the SIFE Alumni Network by changing the status in their online SIFE accounts from "member" to "alumnus" or "alumna."

CODE OF CONDUCT

In the SIFE organization, where borders between countries are becoming increasingly transparent, principles adhered to by SIFE network participants are becoming necessary criteria for building a good reputation in the international business community. The following principles are the basis by which ongoing quality relationships are formed and maintained. This Code of Conduct should be applied in good faith with reasonable business judgment to enable SIFE to achieve its mission within the framework of the laws of each participating country. It applies to all individuals participating in the SIFE network in any capacity (including, but not limited to, SIFE employees, SIFE student team members, SIFE faculty advisors, judges at SIFE competitions, and members of the SIFE Board and Advisory Boards). These individuals will be referred to as network participants within this Code of Conduct.

Key Beliefs Applicable to All Participants

SIFE expects all network participants to treat one another and all people with dignity and constant respect. We will value the differences of diverse individuals from around the world. Abusive, harassing or offensive conduct is unacceptable, whether verbal, physical or visual. This would prohibit any network participant at any time from physically or verbally abusing another person; from speaking negatively about other network members while representing themselves as an official member of the network; from using excessive profane language or vulgar gestures; from demeaning or belittling another person or making derogatory comments about his or her race, sex, religion, age, disability, national origin or sexual orientation; and from engaging in conduct intended, or so reckless as to be likely to cause harm to another.

SIFE expects all participants to demonstrate honesty and integrity in their statements and actions. All SIFE participants shall adhere to honesty, fairness and "doing the right thing" without compromise, even when circumstances make it difficult.

When speaking to the news media and in other public statements and settings, participants may be viewed as spokespersons for the SIFE organization. They should conduct themselves with respect and dignity, and they should not demean the organization or other network participants. If, in the context of public statements and settings, participants wish to speak as private individuals, they shall make clear their intention to do so.

Network participants should display and use the SIFE logo only in accordance with SIFE's Trademark Guidelines and in a manner appropriate to SIFE's Vision and Mission.

It is the personal responsibility of each individual working within and through the network to observe high standards of business and personal ethics in all dealings, whether inside or outside the activities of the network.

SIFE seeks to be highly regarded around the world. We wish to earn and preserve a good reputation by striving for excellence in everything we do. As a participant in the SIFE network, your actions are at all times a reflection of the SIFE worldwide organization.

Any member of the network who believes another member has acted in violation of this code should report the violation in writing to the President and CEO at SIFE World Headquarters. Any complaint not filed in this manner will be disregarded.

OPERATING UNDER THE SIFE TRADEMARK

Upon receipt and approval of an application for membership by an eligible institution, the SIFE faculty advisor and student team members will be authorized to use the SIFE name and logo in association with their team's operational activities and educational outreach projects within their home country, so long as those activities are consistent with SIFE's mission and official Code of Conduct.

Name

Our organization's name is Students In Free Enterprise (each word is capitalized as part of our formal name).

Logo

The SIFE logo is currently a registered trademark in countries that operate an official SIFE national organization. The official logo consists of a rectangular block with SIFE in it and Students In Free Enterprise underneath the block:



The logo is trademarked with just the SIFE inside the block:

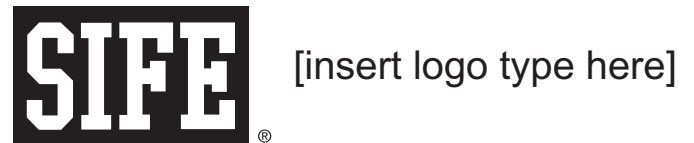


SIFE Team Logos

SIFE teams are not permitted to reproduce the SIFE name or logo without the attachment of their college/university name. Shown below are examples of appropriate logo usage:



If their educational institution requires that its own logo type be used, following is the accepted SIFE standard:



Color Palette

Our official corporate color is blue (Pantone 654C--see SIFE logo below). There are other complementary colors which can be used with the corporate blue. These can be found on the SIFE website at www.sife.org/branding/color_pallet.asp. However, the logo may only be used in the corporate blue, black, or reversed white on a dark background (as shown below).



Silver metallic or foil or gold metallic or foil can also be used for trophies, award certificates, etc.

Representation as Members of the SIFE Network

SIFE teams should be aware that unless they receive express permission to do so, they are not authorized to speak on behalf of or otherwise represent any SIFE national organization or the SIFE World Headquarters. In communication within the SIFE network or to outside interested constituencies, SIFE teams are expected to make absolutely clear that they represent only the SIFE team of their particular institution.

Operating Under the SIFE Trademark Outside Your Home Country

SIFE teams are authorized to conduct educational outreach projects using the SIFE trademark in their home countries. They are also extended authorization to use the SIFE name and logo while conducting educational outreach projects in

countries outside their home country that have officially established SIFE national organizations, so long as they: 1) follow the same trademark guidelines outlined in this section and 2) register their intended activities using the global outreach registration tool at www.sife.org.

Due to legal or organizational issues, there may be occasions when teams are asked to suspend the use of the SIFE trademark while operating in one of these countries. In those cases, the team would still be able to continue their educational projects but would simply not be able to represent those activities in country as being conducted by an approved member of the SIFE network or with the use of the SIFE trademark.

SIFE teams are not authorized to use the SIFE trademark or represent themselves as approved members of the SIFE network in any county outside their home country that does not have an officially established SIFE national organization. Requests for exceptions to this rule may be made to SIFE World Headquarters using the global outreach registration tool at www.sife.org.

The license herein granted to SIFE faculty advisors and student team members shall not be exclusive and SIFE faculty advisors and student team members hereby recognize that SIFE World Headquarters may license the marks to other persons or individuals now and in the future. This license may be terminated at any time and for any reason, including violating the terms and conditions of participating in the SIFE organization. Any person known to be using SIFE's trademarks who are not affiliated with SIFE or who are using these marks in violation of this document should be reported to SIFE World Headquarters immediately.



CONTACTING OTHER MEMBERS OF THE NETWORK

SIFE Board Members

Members of the SIFE World Headquarters Board of Directors are enthusiastic advocates for SIFE and contribute a great deal of their personal time and energy on behalf of the worldwide organization. Based on their own schedule and resources, every board member has communicated to the SIFE World Headquarters the manner in which they believe they can best serve the organization as well as protocols for how/if members of the network should direct unsolicited communications to them. These protocols can be found on the SIFE website.

Any SIFE team wishing to make contact with a SIFE World Headquarters Board Member on behalf of its team or members must first reference and adhere to these protocols, unless that board member communicates other instructions to the team individually. This would include solicitations for employment, requests for the board member to participate in an educational project or team activity and financial/sponsorship opportunities.

SIFE World Headquarters Board members serve as the official representative to SIFE of their organization. In addition to protocols for communication to individual board members, each board member has identified similar protocols for contact by members of the network to any individual/department of their organization. SIFE teams are expected to review and adhere to these protocols when making contact with any of these companies.

These same rules apply for contacting members of each SIFE national organization's Board of Directors and their respective organizations unless otherwise communicated to the network members within that country. Contact the appropriate national SIFE organization for each communication protocol.

SIFE Staff

Members of the SIFE World Headquarters staff and each individual country organization's staff are dedicated to serving the needs and interests of the network's members. In all countries, there is a staff member(s) assigned as the primary contact person for each individual team and its members. SIFE teams are strongly encouraged to direct all communications to this person, and if contact with other staff members of that country or the SIFE World Headquarters is necessary, to allow its contact person to facilitate that communication.

SIFE Teams

One of the benefits of SIFE's recent growth and global expansion is the opportunity for networking and collaboration among members of the network. SIFE teams are strongly encouraged to engage in sharing and exchanges with other teams. However, the SIFE World Headquarters and leadership of each SIFE country organization treat the privacy of their advisors and student members very seriously. Information about SIFE's privacy policy can be found on the SIFE website. This contact information is the property of each respective national SIFE organization and the SIFE World Headquarters and will not be provided to other SIFE faculty advisors or team members.

SIFE teams who wish to make contact with other teams have the opportunity for networking/introduction at SIFE competitions and training events. Each individual SIFE country organization also maintains its own team message board, which can be used by any team to post messages/solicitations to other teams.

PARTICIPATION AT SIFE EVENTS

Official SIFE events, including all regional/national competitions and the SIFE World Cup, are not open to the public. An invitation is required, even for members of the SIFE network, to attend any official event. Invitations may only be extended by staff members of the SIFE World Headquarters or an individual national SIFE organization. Any guest registered by a SIFE team is subject to approval by SIFE World Headquarters.

SIFE teams that wish to organize events in the same metropolitan statistical area (MSA) at any time during or three days prior to and after an official event organized by the SIFE World Headquarters or any national SIFE organization must adhere to the following guidelines:

- The SIFE team may not offer invitations for its meeting to any official SIFE event attendee or group of attendees, other than their own team members, during a time that the attendee(s) has been invited to or is scheduled to participate in a function of the official SIFE event.
- Members or constituents of the SIFE team may not solicit financial support from any individual that is an official guest of the SIFE World Headquarters or any national SIFE organization.
- The SIFE team will notify the SIFE World Headquarters or national SIFE organization in advance of their meeting plans and invitation list.
- The SIFE team will not promote or respond to inquiries from any member of the media in the MSA.
- The SIFE team will not report any details of its meeting, activity, project, etc. in any official SIFE competitive event.

SOLICITING NETWORK MEMBERSHIP FROM COLLEGES/UNIVERSITIES

Much of SIFE's growth in membership of colleges and universities is directly attributed to the work of members of veteran SIFE teams to recruit and then mentor teams at new

institutions. SIFE World Headquarters thanks these teams and challenges all members of the network to continue to identify and help recruit potential new members.

As SIFE teams serve in this capacity within their home countries, they should be aware of the following guidelines: 1) teams are strongly encouraged to coordinate their activities with the staff of their national SIFE organization and 2) teams are not authorized to actually extend membership to any other institution. Prospective colleges and universities must submit an application to their country's national SIFE organization, which based on that country's specific eligibility rules, will then make a decision as to whether or not to accept that application.

When attempting to discuss membership opportunities or assist with the organization of a SIFE team at institutions outside its home country, a SIFE team must first receive approval to do so from the staff of that country's SIFE national organization.

Unfortunately, for many legal reasons, we cannot extend membership in the SIFE network to institutions in the countries that do not currently have a national SIFE organization in place. It is perfectly appropriate for SIFE teams to conduct educational outreach projects in such countries and to partner with college/university students from that country. However, as described under the previous "Trademark Section," they are not authorized to represent themselves as members of the network or use the SIFE trademark.

Furthermore, if partnering with another college/university, they may not in any manner promote SIFE network membership opportunities, distribute official SIFE material or initiate organizational activities at the institution. Any SIFE faculty advisor or student team member who believes they have identified prospective network member institutions in such a country should contact the SIFE World Headquarters Program Department at sifeprogram@sife.org.



WORKING WITH MEMBERS OF THE MASS MEDIA

SIFE teams are strongly encouraged to seek coverage of their educational outreach projects and team activities by local, regional and national media outlets. They are further encouraged to reference and utilize the media tools and templates available in team training materials, to include their institutions' PR offices in their efforts, and whenever needed, to seek the advice and support of the SIFE World Headquarters staff.

The SIFE World Headquarters and each national SIFE organization are also aggressively pursuing media opportunities. As SIFE World Headquarters and national SIFE organizations build relationships with the media to advance the mission of all SIFE teams around the world, it is important that a consistent message is being relayed. To avoid conflict, dilution or over saturation of that message, there will be occasions when SIFE World Headquarters or the staff of a specific national SIFE organization will need to limit and/or control communication to a particular media outlet.

In accordance with the SIFE trademark guidelines, please be sure to attach your team's name to any occurrence of the word "SIFE" in all press releases and other documentation when referring to initiatives that are specific to your team and not the SIFE World Headquarters.

Before attempting unsolicited contact with any media outlet, SIFE teams should first review the media protocols section of the website and must conduct their correspondence to media outlets in accordance with these protocols.

VIOLATIONS

Any SIFE team found in violation of these membership guidelines may be denied the opportunity to participate in SIFE competitive events for a defined period of time, have its authorization to use the SIFE trademark in any manner temporarily suspended, have membership within the network permanently terminated, or be subject to some other action as deemed appropriate by the SIFE World Headquarters Board of Directors or the board of its individual national SIFE organization.





SIFE USA Overall Competition

OVERALL COMPETITION JUDGING CRITERIA

	Maximum Point Value
How effectively did the SIFE team measure and demonstrate that it created economic opportunity by helping others:	
Understand how a market based economic system operates?	20
Acquire the education and skills training needed to succeed in a dynamic, competitive global economy?	20
Learn how to succeed as an entrepreneur and/or improve an existing business?	20
Develop the personal financial management skills necessary to achieve financial independence?	20
Understand that the long-term success and prosperity of a market economy, businesses and individuals are dependent on ethical business practices?	20
How successfully did the team develop and execute a strategy to ensure the long-term sustainability of their team and educational programs?	20
	<hr/> Total 120 points

COMPETITION FORMAT

Written Report

Each competing team is required to create a written (typed) annual report of its educational outreach projects. Annual reports are limited to three possible configurations:

1. Four single sheets of 8 ½" X 11" paper with print only on one side of each sheet.
2. Two single sheets of 8 ½" X 11" paper with print on both sides of each sheet.
3. One sheet of 11" X 17" paper with print on both sides and folded in half.

If a team uses a cover or back page, it will count as one of those pages. Teams should not use folders, report covers, etc. in conjunction with their annual reports. Teams should utilize standard binding methods (staples, spiral, wire, etc.) when assembling annual reports.

Every team must have their Sam Walton Fellow, one student and one other administrator (dean, department chair or college president) review and sign their annual report. Each copy of your annual report does not need an original signature—photocopies or digital signatures will suffice.

Annual reports are distributed to the judges during the set-up period as outlined below. Teams will be notified in advance as to the number of annual reports they are required to bring to Regional and National Competitions.

Live Presentation

Each competing team will have a 37 minute time block for its verbal/audio/visual presentation. The League Coordinator will keep the official time. After the League Coordinator formally introduces the Sam Walton Fellow and team, the time will be precisely divided as follows:

1. **Set-up: 7 Minutes**

The team will have a maximum of seven minutes to distribute written annual reports for judges to review prior to its presentation and to set-up presentation equipment (boot computers, power up projectors, check lighting and sound, etc.). Once the team has tested the equipment, projector lenses should be covered, no images or text should be projected, and no music or sound effects should be generated for the remainder of the set-up period.

2. **Live Presentation: 24 Minutes**

The team will have a maximum of 24 minutes to give its verbal/audio/visual presentation.

3. **Judges' Question and Answer Period: 5 Minutes**

There will be a mandatory five minute question and answer session for the judges. During this time, projector lenses should be covered, no images or text should be displayed and no music or sound effects should be generated. Please note that any time remaining from the 24 minute live presentation will be added to the mandatory question and answer session.

4. **Tear Down: 1 Minute**

The team will have one minute to return the presentation area to the original set-up and exit the room.

Anyone, including faculty, may assist the team with the set-up or operation of audio/visual equipment, however, **only student team members** may participate in the presentation or take questions from the judges.

No team may set up any equipment in the presentation room before being formally introduced. All equipment must be self-powered or use electrical outlets inside the competition room.

No documentation, materials, gifts or other handouts may be given to any judges with the exceptions of the team's annual report and a team roster with a brief biography of each team member for possible recruiting purposes.

Live Presentation Time Breakdown:

1. 7 Minute Set-Up Period
2. 24 Minute Live Presentation
3. 5 Minute Question/Answer Session
4. 1 Minute Tear Down Period

COMPETITION RULES

Student Registration Requirement

Any student who attends a SIFE USA competition at any level must be a registered SIFE student through the online registration process found at www.sife.org.

Reporting Activity

Procedures for documenting team activity are explained in detail in the appendix of this document. The same rules that apply for the Team Data Sheet should be followed when reporting activity in all SIFE competitive events.

Room Set-Up

SIFE will provide the following equipment in each presentation room:

1. One eight foot or larger screen
2. One podium and microphone
3. One extension cord

SIFE does not provide other equipment of any kind, such as computers, slide projectors, monitors, TVs, VCRs, carts, tables, etc. It is the sole responsibility of each team to secure the use of any other equipment.

Presentation rooms will be locked the evening before the competition. There is no practice time in competition rooms.

Equipment Failure

If a team's presentation equipment ceases to operate because of a power failure in the competition facility, the competition will be halted until the problem is corrected. If the electronic equipment the team brings into the competition room fails, the time will continue to count down from the presentation time block.

Competition Room Access

Competition rooms are open to all registered attendees. SIFE teams and visitors are invited to watch other teams present, but they are asked to enter and leave rooms only during the set-up period. The area behind the judges is considered public domain. Doors to the competition room must remain unlocked and clear at all times to provide access to SIFE

World Headquarters' staff. Penalty for violating this rule is automatic disqualification.

Video/Copying Policy

By competing at any SIFE sponsored competition, each team grants SIFE World Headquarters the right and permission to document and publicize or otherwise utilize its annual report, oral presentation and outreach projects for illustration, advertising, training or any other lawful purpose.

SIFE teams may record the presentations of other teams at SIFE competitions under the following conditions:

1. No lights are to interfere with or inhibit the presenting team.
2. The team videotaping should be courteous and cause the least amount of distraction possible to the presenting team, including no rewinding or fast forwarding of tapes or making any other distracting noises during the presentation.
3. Set-up must be behind judge and audience seating.

Media Policy

The SIFE official photographer/videographer and members of the mass media approved by SIFE have full access to all presentation rooms at any time. This includes the use of lights and necessary equipment. All teams should be prepared for the possibility of members of the mass media taping or taking pictures of their presentations. Penalty for violating this rule is automatic disqualification.

Hotel Policy

If a SIFE team has a complaint lodged against it by any hotel in any city during a SIFE sponsored event that involves repeated security violations, the offending SIFE team will forfeit all prize money, trophies and faculty stipend for that year.

Observers

Upon approval from SIFE World Headquarters, non-competing SIFE teams are invited to attend any SIFE USA Regional Competition, the SIFE USA National Exposition and the SIFE World Cup as observers. Registration is required.

SIFE USA REGIONAL COMPETITIONS

Dates and Locations**Monday, March 27**

Boston, MA
Chicago, IL

Tuesday, March 28

Philadelphia, PA

Wednesday, March 29

Denver, CO

Thursday, March 30

Cleveland, OH

Friday, March 31

Minneapolis, MN
San Francisco, CA

Monday, April 3

Charlotte, NC

Tuesday, April 4

Atlanta, GA
Seattle, WA

Wednesday, April 5

St. Louis, MO
Los Angeles, CA

Thursday, April 6

Memphis, TN

Friday, April 7

Cincinnati, OH

Monday, April 10

Miami, FL

Tuesday, April 11

New York, NY

Wednesday, April 12

Dallas, TX

Name Badge Policy

For security reasons, no one will be allowed to participate in any SIFE event without displaying a SIFE approved name badge at all times. Specifics on obtaining name badges will be communicated to teams prior to all SIFE events.

Regional Competition Expenses

SIFE USA will reimburse competing teams for three hotel rooms for one night at the listed competition hotel and provide a banquet lunch on the day of the competition. All other expenses are the responsibility of each competing team.

It is the responsibility of each SIFE team to make room reservations for the Regional Competition it will attend. SIFE will only reimburse for the published room rate. When calling to book rooms, teams should request the SIFE room block and the SIFE rate.

Reservations must be made 4-6 weeks in advance of the competition date to ensure receipt of the SIFE rate. Room blocks are automatically released by the hotel after that time.

Policy on Room Taxes

SIFE is not able to reimburse teams for room taxes. At the time of booking, teams are advised to discuss with the hotel its policy for tax exemption of non-profit institutions and provide the school's tax identification number.

Competition Requirement

Teams selected as Regional Champions are required to compete at the SIFE USA National Exposition or forfeit their \$1,500 cash award. In the event of forfeit, the team does retain its title and trophy.

In the event that a SIFE USA Regional Champion team is unable to fulfill this competition requirement, the 1st Runner-up team from its Regional Competition league will be invited to compete in its place at the SIFE USA National Exposition. If the 1st Runner-up team is also unable to attend, the 2nd Runner-up team from the same Regional Competition league will be invited.

Competition Pairing Process

There will be a minimum of three teams per league. Historically, the number of teams named as SIFE Regional Champions advancing to the SIFE USA National Exposition has been determined using the formula on page 22. Any changes to this process will be announced during the spring semester.

Teams will be separated into two divisions: the two-year college division and the four-year university division. The teams are placed into competition groups using a computerized pairing process. This program takes into account each team's competition performance from the previous year. First year "rookie" teams will be evenly distributed among the leagues. The computer program will randomly assign presentation times.



3 - 4 teams per league = 1 SIFE Regional Champion per league

League A

Team #1	
Team #2	League A Regional Champion
Team #3	
Team #4	

5 - 7 teams per league = 2 SIFE Regional Champions per league

League B

Team #1	
Team #2	League B Regional Champion
Team #3	
Team #4	
Team #5	League B Regional Champion
Team #6	
Team #7	

If less than three two-year or four-year division colleges/universities are registered for a particular Regional Competition, they will have the option of attending a different Regional Competition or competing in a mixed division of schools consisting of both two-year college division and four-year university division teams. In this scenario, two-year college division teams have to finish in the top half of the league in order to be named Regional Champions.

Awards & Prize Money

Overall Competition

Regional Champion Award (one or two per league)	\$1,500 & Trophy
1st Runner-up (one per league)	Trophy
2nd Runner-up (one per league)	Trophy
Rookie of the Year (one per league when applicable)	Trophy

SIFE USA NATIONAL EXPOSITION

Dates & Location

May 21-23, 2006 at the Kansas City Convention Center in Kansas City, Missouri.

Expenses

All expenses, with the exception of any meals provided by SIFE, are the responsibility of the individual SIFE team. Teams should inquire with the hotels in Kansas City as to their rules regarding tax exemption for non-profit institutions.

Competition Pairing Process

At the national level, teams in the opening round will be separated into two divisions: the two-year college division and the four-year university division. The teams are placed into competition groups using a computerized pairing process. This program takes into account each team's competition performance from the previous year. First year "rookie" teams will be evenly distributed among the leagues. The computer program will randomly assign presentation times.

Leagues

The number of leagues in the opening round of competition is dependent upon the number of Regional Champions named in the current competition year.

Four-Year University Division

Opening Round

Maximum of 10 teams per league. One team from each league advances to next round.

- ____ League #1
- ____ League #2
- ____ League #3
- ____ League #4
- ____ League #5
- ____ League #6
- ____ League #7
- ____ League #8
- ____ League #9
- ____ League #10
- ____ League #11
- ____ League #12
- ____ League #13
- ____ League #14
- ____ League #15
- ____ League #16
- ____ League #17
- ____ League #18
- ____ League #19
- ____ League #20

Semi-Final Round

Five teams per league. One team from each league advances to next round.

- ____ Semi-Final League #1

- ____ Semi-Final League #2

- ____ Semi-Final League #3

- ____ Semi-Final League #4

Final Round

Four teams

- ____ Final Round League

Two-Year College Division

Opening Round

Maximum of 10 teams per league. One team from each league advances to next round.

- ____ League #1
- ____ League #2
- ____ League #3
- ____ League #4
- ____ League #5
- ____ League #6

Final Round

Six teams

- ____ Final Round League





SIFE USA National Championship Awards

Four-Year University Division

Final Round

RadioShack SIFE USA National Champion	\$4,000
RadioShack SIFE USA 1st Runner-up	\$3,500
RadioShack SIFE USA 2nd Runner-up	\$3,000
RadioShack SIFE USA 3rd Runner-up	\$2,500

Semi-Final Round

RadioShack SIFE USA 1st Runner-up Awards (4)	\$2,000
RadioShack SIFE USA 2nd Runner-up Awards (4)	\$1,500
RadioShack SIFE USA 3rd Runner-up Awards (4)	\$1,500
RadioShack SIFE USA 4th Runner-up Awards (4)	\$1,500

Opening Round

RadioShack SIFE USA 1st Runner-up Awards (20)	\$1,000
RadioShack SIFE USA 2nd Runner-up Awards (20)	\$ 750
RadioShack SIFE USA Rookie of the Year Awards (up to 20)	N/A

Two-Year College Division

Final Round

RadioShack SIFE USA National Champion	\$4,000
RadioShack SIFE USA 1st Runner-up	\$3,500
RadioShack SIFE USA 2nd Runner-up	\$3,000
RadioShack SIFE USA 3rd Runner-up	\$2,500
RadioShack SIFE USA 4th Runner-up	\$2,000
RadioShack SIFE USA 5th Runner-up	\$2,000

Opening Round

RadioShack SIFE USA 1st Runner-up Awards (6)	\$1,000
RadioShack SIFE USA 2nd Runner-up Awards (6)	\$ 750
RadioShack SIFE USA Rookie of the Year Awards (up to 6)	N/A

SIFE WORLD CUP

The four-year university division National Champion from the United States will be invited to compete against the other SIFE National Champion teams from around the world for the title of SIFE World Cup Champion. The competition allows teams to share best practice examples from across the globe and ultimately determine who is doing the best job creating economic opportunity.

The event is a spectacular exhibit that highlights the rich diversity of languages, cultures, and ethnicities represented within SIFE and gives all in attendance a unique opportunity for cultural exchange and understanding.

Only SIFE National Champion teams will be invited to compete, but all SIFE teams may observe with prior approval. Registration is required.

Date & Location

October 5-7, 2005
Toronto, Ontario, Canada

Expenses

All expenses, with the exception of any meals provided to the competing teams, are the responsibility of the individual SIFE team.

Registration

To register for the SIFE World Cup visit www.sife.org.



Individual Topic Competitions



MARKET ECONOMICS COMPETITION

Judging Criteria

How effectively did the SIFE team measure and demonstrate it created economic opportunity by helping others understand how a market based economic system operates?

Time Frame for Projects

Projects eligible for this Individual Topic Competition may be completed any time during the academic year.

How to Enter

Entry Process – Regional Competition

Teams competing at a SIFE USA Regional Competition will be evaluated on the above judging criteria during the overall competition process. In every league, one Aflac SIFE USA Market Economics Competition winner will be named and presented with a trophy.

Aflac SIFE USA Market Economics Competition winners at the regional level will be required to complete an online finalist report prior to receiving the \$500 award. Details on completing the online form will be included in the Individual Topic Competition Finalist packet at the Regional Competitions.

Online finalist reports will be judged prior to the SIFE USA National Exposition by a group of representatives from Aflac. The top three teams will be recognized during the SIFE USA National Exposition.

Awards

National First Place:	\$3,000 & Trophy
National Second Place:	\$2,000 & Trophy
National Third Place:	\$1,000 & Trophy
Regional Finalist:	\$ 500* & Trophy

**** Any Individual Topic Competition finalist team that does not complete the online finalist report by the deadline listed below will not receive the \$500 award but will retain its title and trophy.***

Online Finalist Report Deadline

All online finalist reports must be completed by **Friday, April 28, 2006.**

Email verification will be sent upon receipt of online finalist reports by the SIFE USA Program Department by May 5, 2006. Any team that completes an online finalist report for this competition but does not receive this verification by May 5 should contact the SIFE USA Program Department immediately.

Judging Criteria Fulfillment

Aflac Market Economics Individual Topic Competition projects also fulfill judging criteria #1 in the Overall Competition.

SUCCESS SKILLS COMPETITION

Judging Criteria

How effectively did the SIFE team measure and demonstrate it created economic opportunity by helping others acquire the education and skills training needed to succeed in a dynamic, competitive global economy?

Time Frame for Projects

Projects eligible for this Individual Topic Competition may be completed any time during the academic year.

How to Enter

Entry Process – Regional Competition

Teams competing at a SIFE USA Regional Competition will be evaluated on the above judging criteria during the overall competition process. In every league, one SIFE USA Success Skills Competition winner will be named and presented with a trophy.

SIFE USA Success Skills Competition winners at the regional level will be required to complete an online finalist report. Details on completing the online form will be included in the Individual Topic Competition finalist packet at the Regional Competitions.

Online finalist reports will be judged prior to the SIFE USA National Exposition by a group of representatives from a SIFE donor company. The top three teams will be recognized during the SIFE USA National Exposition.

Awards

National First Place:	Trophy
National Second Place:	Trophy
National Third Place:	Trophy
Regional Finalist:	Trophy

Online Finalist Report Deadline

All online finalist reports must be completed by **Friday, April 28, 2006.**

Email verification will be sent upon receipt of online finalist reports by the SIFE USA Program Department by May 5, 2006. Any team that completes an online finalist report for this competition but does not receive this verification by May 5 should contact the SIFE USA Program Department immediately.

Judging Criteria Fulfillment

Success Skills Individual Topic Competition projects also fulfill judging criteria #2 in the Overall Competition.



**WE ARE IN BUSINESS
FOR SMALL BUSINESS.®**

ENTREPRENEURSHIP COMPETITION

Judging Criteria

How effectively did the SIFE team measure and demonstrate it created economic opportunity by helping others learn how to succeed as an entrepreneur and/or improve an existing business?

Time Frame for Projects

Projects eligible for this Individual Topic Competition may be completed any time during the academic year.

How to Enter

Entry Process – Regional Competition

Teams competing at a SIFE USA Regional Competition will be evaluated on the above judging criteria during the overall competition process. In every league, one SAM'S CLUB SIFE USA Entrepreneurship Competition winner will be named and presented with a trophy.

SAM'S CLUB SIFE USA Entrepreneurship Competition winners at the regional level will be required to complete an online finalist report prior to receiving the \$500 award. Details on completing the online form will be included in the Individual Topic Competition Finalist packet at the Regional Competitions.

Online finalist reports will be judged prior to the SIFE USA National Exposition by a group of representatives from SAM'S CLUB. The top three teams will be recognized during the SIFE USA National Exposition.

Awards

National First Place:	\$3,000 & Trophy
National Second Place:	\$2,000 & Trophy
National Third Place:	\$1,000 & Trophy
Regional Finalist:	\$ 500* & Trophy

** Any Individual Topic Competition finalist team that does not complete the online finalist report by the deadline listed below will not receive the \$500 award but will retain its title and trophy.*

Online Finalist Report Deadline

All online finalist reports must be completed by **Friday, April 28, 2006.**

Email verification will be sent upon receipt of online finalist reports by the SIFE USA Program Department by May 5, 2006. Any team that completes an online finalist report for this competition but does not receive this verification by May 5 should contact the SIFE USA Program Department immediately.

Judging Criteria Fulfillment

SAM'S CLUB SIFE USA Entrepreneurship Individual Topic Competition projects also fulfill judging criteria #3 in the Overall Competition.



The world's local bank

FINANCIAL LITERACY COMPETITION

Judging Criteria

How effectively did the SIFE team measure and demonstrate that it created economic opportunity by helping others develop the personal financial management skills necessary to achieve financial independence?

Time Frame for Projects

Projects eligible for this Individual Topic Competition may be completed any time during the academic year.

How to Enter

Entry Process – Regional Competition

Teams competing at a SIFE USA Regional Competition will be evaluated on the above judging criteria during the overall competition process. In every league, one HSBC SIFE USA Financial Literacy Competition winner will be named and presented with a trophy.

HSBC Financial Literacy Competition winners at the regional level will be required to complete an online finalist report prior to receiving the \$500 award. Details on completing the online form will be included in the Individual Topic Competition finalist packet at the Regional Competitions.

Online finalist reports will be judged prior to the SIFE USA National Exposition by a group of representatives from HSBC. The top three teams will be recognized during the SIFE USA National Exposition.

Awards

National First Place:	\$3,000 & Trophy
National Second Place:	\$2,000 & Trophy
National Third Place:	\$1,000 & Trophy
Regional Finalist:	\$ 500* & Trophy

** Any Individual Topic Competition finalist team that does not complete the online finalist report by the deadline listed below will not receive the \$500 award but will retain its title and trophy.*

Online Finalist Report Deadline

All online finalist reports must be completed by **Friday, April 28, 2006.**

Email verification will be sent upon receipt of online finalist reports by the SIFE USA Program Department by May 5, 2006. Any team that completes an online finalist report for this competition but does not receive this verification by May 5 should contact the SIFE USA Program Department immediately.

Judging Criteria Fulfillment

HSBC Financial Literacy Individual Topic Competition projects also fulfill judging criteria #4 in the Overall Competition.





Sealed Air

BUSINESS ETHICS COMPETITION

Judging Criteria

How effectively did the SIFE team measure and demonstrate that it created economic opportunity by helping others understand that the long-term success and prosperity of a market economy, businesses and individuals are dependent on ethical business practices?

Time Frame for Projects

Projects eligible for this Individual Topic Competition may be completed any time during the academic year.

How to Enter

Entry Process – Regional Competition

Teams competing at a SIFE USA Regional Competition will be evaluated on the above judging criteria during the overall competition process. In every league, one Campbell's/ Sealed Air SIFE USA Business Ethics Competition winner will be named and presented with a trophy.

Campbell's/Sealed Air SIFE USA Business Ethics Competition winners at the regional level will be required to complete an online finalist report prior to receiving the \$500 award. Details on completing the online form will be included in the Individual Topic Competition finalist packet at the Regional Competitions.

Online finalist reports will be judged prior to the SIFE USA National Exposition by a group of representatives from Campbell's and Sealed Air. The top three teams will be recognized during the SIFE USA National Exposition.

Awards

National First Place:	\$3,000 & Trophy
National Second Place:	\$2,000 & Trophy
National Third Place:	\$1,000 & Trophy
Regional Finalist:	\$ 500* & Trophy

** Any Individual Topic Competition finalist team that does not complete the online finalist report by the deadline listed below will not receive the \$500 award but will retain its title and trophy.*

Online Finalist Report Deadline

All online finalist reports must be completed by **Friday, April 28, 2006.**

Email verification will be sent upon receipt of online finalist reports by the SIFE USA Program Department by May 5, 2006. Any team that completes an online finalist report for this competition but does not receive this verification by May 5 should contact the SIFE USA Program Department immediately.

Judging Criteria Fulfillment

Campbell's/Sealed Air Business Ethics Individual Topic Competition projects also fulfill judging criteria #5 in the Overall Competition.

PROGRAM SUSTAINABILITY COMPETITION

Judging Criteria

How successfully did the team develop and execute a strategy to ensure the long-term sustainability of their team and educational programs?

How to Enter

Entry Process – Regional Competition

Teams competing at a SIFE USA Regional Competition will be evaluated on the above judging criteria during the overall competition process. In every league, one SIFE USA Program Sustainability Competition winner will be named and presented with a trophy.

Program Sustainability Competition winners at the regional level will be required to complete an online finalist report. Details on completing the online form will be included in the Program Sustainability finalist packet at the Regional Competitions.

Online finalist reports will be judged prior to the SIFE USA National Exposition by a group of representatives from a SIFE donor company. The top three teams will be recognized during the SIFE USA National Exposition.

Awards

National First Place:	Trophy
National Second Place:	Trophy
National Third Place:	Trophy
Regional Finalist:	Trophy

Online Finalist Report Deadline

All online finalist reports must be completed by **Friday, April 28, 2006.**

Email verification will be sent upon receipt of online finalist reports by the SIFE USA Program Department by May 5, 2006. Any team that submits an online finalist report for this competition but does not receive this verification by May 5 should contact the SIFE USA Program department immediately.

Judging Criteria Fulfillment

Program Sustainability efforts also fulfill judging criteria #6 in the Overall Competition





Honors, Awards and Scholarships

HONORS, AWARDS & SCHOLARSHIPS

Team Award

Jack Shewmaker SIFE Spirit Award

Faculty Honor

Jack Kahl Entrepreneurial Leadership Award for the Sam M. Walton Free Enterprise Fellows of the Year

Student Recognition

SIFE Service Leadership Award

Student Scholarships

The Jules & Gwen Knapp Excellence in Free Enterprise Scholarship
Alvin Rohrs Servant Leadership Scholarship

Community/Institutional Support Awards

Alumnus/Alumna of the Year
Most Supportive Business Advisory Board Member of the Year
Most Supportive College/University President of the Year
Most Supportive Dean or Department Chair of the Year

JACK SHEWMAKER SIFE SPIRIT AWARD

Purpose

To recognize the SIFE team that dedicates itself to helping others and spreading the message of free enterprise in a unique or especially enthusiastic way.

Nomination

Submit a two minute video (VHS or DVD) showing what "SIFE spirit" means to your team and demonstrating how your SIFE team exudes extraordinary SIFE spirit.

Method of Judging

Two finalist teams and the winning team will be announced at the SIFE USA National Exposition. The winning team is not eligible to enter for three years after receiving the award.

Recognition

A trophy and \$2,000 will be awarded to the overall winning team at the SIFE USA National Exposition.

Entry Deadline

All entries must be received by **March 17, 2006**.

*No extensions to this deadline will be granted.

All entries should be sent to:

SIFE World Headquarters
ATTN: SIFE USA Program Department
Spirit Award Entry
1959 East Kerr Street
Springfield, MO 65803-4775

JACK KAHL ENTREPRENEURIAL LEADERSHIP AWARD FOR THE SAM M. WALTON FREE ENTERPRISE FELLOWS OF THE YEAR

Purpose

This award honors the Sam Walton Fellows from two colleges/universities who have done the most to advance the entire SIFE organization during the current academic year, who have made outstanding contributions to SIFE students and the SIFE team on their campus, including helping students with career placement.

Only one nomination per college/ university will be allowed.

Nomination

Applicants must submit the following:

1. A cover letter including the name of the award, the college/university name and the name of the nominee.
2. Letter from the president of the college or university, or from the dean/department chair explaining reasons the Sam Walton Fellow deserves this award.
3. Maximum of five letters of endorsement from current SIFE team members.
4. Two letters of recommendation from SIFE Alumni.

Recognition

The recipients will each receive a plaque, fully paid trip (including accommodations and airfare) to the SIFE World Cup during the current academic year, courtesy of an endowed contribution made by the adult children of former SIFE Chairman of the Board, Mr. Jack Kahl. This award will be presented at the SIFE USA National Exposition.

Entry Deadline

All entries must be received by **March 17, 2006**.

*No extensions to this deadline will be granted.

All entries should be sent to:

SIFE World Headquarters
ATTN: SIFE USA Program Department
SWF of the Year Entry
1959 East Kerr Street
Springfield, MO 65803-4775



SIFE SERVICE LEADERSHIP AWARD

Criteria

The SIFE Service Leadership Award is presented on an annual basis. To qualify for this award, applicants must fulfill the following criteria during the academic year in which they are applying:

1. Be an active member of a SIFE team.
2. Become registered as an official SIFE student participant at www.sife.org.
3. Complete a minimum of 100 hours of service through participation in SIFE activities.

Nomination

This is a self-nominated award. Students who believe they have fulfilled the above criteria may apply to receive this award through their online account. Each applicant's Sam Walton Fellow will be required to verify that they have met the award criteria.

Recognition

SIFE students recognized as Service Leadership Award winners will receive:

1. A special designation in their online account.
2. A certificate recognizing their accomplishment.

Entry Deadline

All applications for the Service Leadership Award must be approved by Sam Walton Fellows by **August 1, 2006**.

JULES AND GWEN KNAPP EXCELLENCE IN FREE ENTERPRISE SCHOLARSHIP

Purpose

To recognize the leadership, teamwork and communication skills developed in SIFE students.

Award

The recipient of the scholarship will receive full tuition, room and board, fees and books for one year at the college or university he/she is attending on a full-time basis.

Qualifications

Applicants must:

1. Be enrolled at a four-year college or university.
2. Be a registered SIFE team member who competes at a SIFE USA Regional Competition during the year of application and the year the award is to be paid.
3. Be a SIFE Service Leadership Award recipient during the year of application.
4. Continue on the SIFE team at the same school and earn the SIFE Service Leadership Award the year the scholarship is paid.
5. Be a junior at the time of selection in order to use the funds for his/her senior year.
6. Have and maintain at least a 3.5 GPA or its equivalent.
7. Be born in the United States.

*If qualifications two, four and six are not maintained during the year the scholarship is paid, the recipient will forfeit the full amount of the award.

Criteria

Qualified applicants will be evaluated based on:

1. How significant a difference they have made in the success of their SIFE team.
2. How significant a difference they have made in helping others succeed in the free enterprise system through their personal SIFE participation.
3. How well they have demonstrated outstanding leadership.
4. How well they have demonstrated superior communication skills.

5. How well they have demonstrated the ability to be a team leader and a team player.
6. How well they have demonstrated exemplary character.
7. Financial need.

Application Process

Applicants must submit the following:

1. Cover page with name, school, address, SIFE team awards, etc. with no reference to race or gender.
2. A college transcript.
3. One-page essay on how SIFE has changed the applicant's life.
4. One-page essay on how the applicant has changed someone else's life through SIFE.
5. One-page recommendation from the applicant's Sam Walton Fellow.
6. One-page recommendation from two other people of the applicant's choice.
7. One-page resumé.

Selection Process

1. Only one nomination is allowed per school.
2. A panel of at least two SIFE Board members and a representative of Jules and Gwen Knapp will review the applications and select three finalists.
3. The three finalists will be interviewed by this same group at the SIFE USA National Exposition.
4. The winner will be announced at the SIFE USA National Exposition.

Entry Deadline

All entries must be received by **March 17, 2006**.

*No extensions to this deadline will be granted.

All entries should be sent to:

SIFE World Headquarters
 ATTN: SIFE USA Program Department
 Jules and Gwen Knapp Scholarship Entry
 1959 East Kerr StreetSpringfield, MO 65803-4775

ALVIN ROHRS SERVANT LEADERSHIP SCHOLARSHIP

Purpose

To recognize the SIFE student who has had the greatest impact improving the overall success of his/her SIFE team through conducting servant leadership.

Award

The recipient of this award will receive a \$5,000 scholarship.

Qualifications

Applicants must:

1. Be a registered member of a SIFE team that competes at a SIFE USA Regional Competition during the year of application and the year the award is to be paid.
2. Be a SIFE Service Leadership Award winner during the year of application.
3. Hold a leadership position on their SIFE team.
4. Continue his/her SIFE participation at the same school. Two-year students must be transferring to a four-year school with a SIFE team and earn the SIFE Service Leadership Award the year the scholarship is paid.

*If qualifications one and four are not maintained during the year the scholarship is paid, then the recipient will forfeit the full amount of the award.

Criteria

Qualified Applicants will be evaluated based on:

1. How well they have used their leadership position to first serve the needs of their teammates, helping them to grow as individuals and to ultimately become servant leaders themselves.
2. How well they have created an environment that encourages listening, collaboration, trust and the ethical use of influence and decision-making.
3. How well they have, through this process, led their team to an increased level of success.

Application Process

Applicants must submit the following:

1. Cover page with name, school, address and e-mail.
2. College transcript.
3. Nomination letter from the applicant's Sam Walton Fellow.
4. Letter from the applicant's SIFE team, signed by all members, describing how they believe the applicant has performed as a servant leader.
5. An outline from the applicant, detailing their involvement in SIFE and an essay (two-page maximum) describing themselves as a leader and how SIFE has helped them to become a servant leader.

Selection Process

1. Only one nomination is allowed per school.
2. A panel of at least three SIFE Board members will review the applications and select the recipient.
3. The winner will be announced at the SIFE USA National Exposition.

Entry Deadline

All entries must be received by **March 17, 2006**.

*No extensions to this deadline will be granted.

All entries should be sent to:

SIFE World Headquarters
ATTN: SIFE USA Program Department
Alvin Rohrs Scholarship Entry
1959 East Kerr Street
Springfield, MO 65803-4775

**SIFE ALUMNUS/ALUMNA OF THE YEAR AWARD
SPONSORED BY AMERICAN GREETINGS**



Purpose

To recognize the achievement of one outstanding SIFE Alumnus/Alumna who has used his/her SIFE experience to excel in life and in his/her chosen career and who has continued to make a difference in the lives of others.

Nomination

The nomination process can be initiated by anyone actively involved with SIFE, including the nominee. The nomination must include only the following items:

1. A cover letter including the name of the award, the college/university name and the name of the nominee.
2. A nomination letter from a fellow SIFE Alumni Network member, Sam Walton Fellow or SIFE donor. If the nominee is a Sam Walton Fellow, the nomination may come from the dean or college president of the campus on which he/she is an active Sam Walton Fellow, or from the college/university at which he/she was an active SIFE team member. The letter should state the reasons the nominee deserves the award and how he/she fits the criteria upon which the award is based.
3. A vitae or resumé (not exceeding two pages) that includes the current contact information for the nominee.
4. A statement from the nominee (not exceeding two pages) detailing how his/her SIFE experience has helped them achieve their current level of success.
5. A maximum of two reference letters in support of the nomination.

Qualifications

The nominee must have been active in SIFE, including previously participating in a SIFE USA Regional Competition, and must have graduated at least five years prior to being nominated for the award.

Criteria & Method of Judging

This award will be judged by a panel of former SIFE Alumni award winners and will be based on the following criteria:

1. Has the nominee used the skills gained through his/her involvement in SIFE to excel in his/her chosen career? 40 points
2. Is there evidence that the nominee practices a high level of business ethics? 30 points
3. Has the nominee continued to be involved with SIFE after graduation? 30 points

Recognition

The recipient of this award will receive \$1,000, a plaque and travel expenses to attend the SIFE USA National Exposition where the award will be presented.

In addition, a \$10,000 scholarship fund will be established in the name of the recipient. A portion of the scholarship will be awarded to current SIFE team members. The remainder will be used to endow a scholarship for future SIFE students.

Entry Deadline

All entries must be received by **March 17, 2006**.

*No extensions to this deadline will be granted.

All entries should be sent to:

SIFE World Headquarters
ATTN: SIFE USA Program Department
Alumni of the Year
1959 East Kerr StreetSpringfield, MO 65803-4775

MOST SUPPORTIVE BUSINESS ADVISORY BOARD MEMBER OF THE YEAR AWARD

Purpose

To recognize the Business Advisory Board member who did the most outstanding job of assisting a SIFE team.

Nomination

1. A cover letter including the name of the award, the college/university name and the name of the nominee.
2. A letter (two pages or less) listing the reasons the team believes the individual they are nominating has supported their SIFE team and why he/she deserves the award. Team members and the Sam Walton Fellow must sign the nomination.

Only one Business Advisory Board Member nomination per school will be allowed.

Recognition

The recipient of this award will be recognized at the SIFE USA National Exposition and receive a plaque.

Entry Deadline

All entries must be received by **March 17, 2006**.

*No extensions to this deadline will be granted.

All finalist entries should be sent to:

SIFE World Headquarters
ATTN: SIFE USA Program Department
BAB of the Year Entry
1959 East Kerr Street
Springfield, MO 65803-4775

MOST SUPPORTIVE COLLEGE/UNIVERSITY PRESIDENT OF THE YEAR AWARD

Purpose

To recognize the college or university president who did the most outstanding job of supporting the SIFE team on his/her campus.

Nomination

1. A cover letter including the name of the award, the college/university name and the name of the nominee.
2. A letter (two pages or less) listing the reasons the team believes the individual they are nominating has supported their SIFE team and why he/she deserves the award. Team members and the Sam Walton Fellow must sign the nomination.

Recognition

The recipient of this award will be recognized at the SIFE USA National Exposition and receive a plaque.

Entry Deadline

All entries must be received by **March 17, 2006**.

*No extensions to this deadline will be granted.

All finalist entries should be sent to:

SIFE World Headquarters
ATTN: SIFE USA Program Department
President of the Year Entry
1959 East Kerr Street
Springfield, MO 65803-4775

MOST SUPPORTIVE DEAN OR DEPARTMENT CHAIR OF THE YEAR AWARD

Purpose

To recognize the college or university dean or department chair who did the most outstanding job of supporting the SIFE team on his/her campus.

Nomination

1. A cover letter including the name of the award, the college/university name and the name of the nominee.
2. A letter (two pages or less) listing the reasons the team believes the individual they are nominating has supported their SIFE team and why he/she deserves the award. Team members and the Sam Walton Fellow must sign the nomination.

Recognition

The recipient of this award will be recognized at the SIFE USA National Exposition and will receive a plaque.

Entry Deadline

All entries must be received by **March 17, 2006**.

*No extensions to this deadline will be granted.

All finalist entries should be sent to:

SIFE World Headquarters
ATTN: SIFE USA Program Department
Dean or Department Chair of the Year Entry
1959 East Kerr Street
Springfield, MO 65803-4775



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Appendix

COMPLETING THE TEAM DATA SHEET

The Overall Competition Team Data Sheet helps us keep track and report on the progress of our SIFE teams around the world. Please complete the form and submit one copy of this sheet during registration at a SIFE Regional Competition. Please contact the SIFE USA Program Department with any questions.

Below are some definitions and instructions to assist you in completing the data sheet:

Number of Active Team Members

An active team member is defined as a SIFE student who has registered on the SIFE website and participates in SIFE team projects or in the efforts contributing to the furthering of the team.

Number of Projects

Count the total number of projects your team completed during the academic year and place that number in the total column. Next, classify each one of those projects into one of the five educational topic categories. Categorize each project by which of the five educational topics it most closely fits. If a project meets more than one criteria the sum of the five topics will not equal the number in the total column.

Please keep in mind that if a team develops a single project, regardless of how many times it presents it, it only counts as one project.

Hours of Team Involvement

Count the total number of hours your team spent directly impacting others through SIFE projects and place that number in the total column. After completing the total column, use the five educational topics to classify how your team spent its time. If a project meets more than one criteria the sum of the hours in the five topics will not equal the number in the total column.

Number of BAB Members Involved

Count the total number of Business Advisory Board members that assisted in the planning or execution of your SIFE projects during the current year and place that number in

the total column. After completing the total column, use the five educational topics to classify how the BAB members were most utilized. If a project meets more than one criteria the sum of the five topics does not necessarily have to equal the number in the total column due to overlap.

Number of School Aged Children (5-18) Directly Impacted

Count the number of 5-18 year olds directly impacted by your projects. After completing the total column, use the five educational topics to classify how these students were most impacted. If a project meets more than one criteria the sum of the students in each of the five topics will not equal the number in the total column.

Number of College Students Directly Impacted

Count the number of college students directly impacted by your projects. After completing the total column, use the five educational topics to classify how these students were most impacted. If a project meets more than one criteria the sum of the students in each of the five topics will not equal the number in the total column.

Number of Community Members Directly Impacted

Count the number of community members directly impacted by your projects. Exclude college students and school aged children from this category. After completing the total column, use the five educational topics to classify how the community members were most impacted. If a project meets more than one criteria the sum of the community members in each of the five topics will not equal the number in the total column.

Number of Print Media News Stories

Document only the number of actual campus/local/regional/national print news stories that featured a project conducted by your SIFE team. Do not document how many people the stories reached in these numbers—only the number of stories. After completing the total column, use the five educational topics to classify what the stories were about.

Number of Radio News Stories

Document only the number of actual campus/local/regional/national radio news stories that featured a project conducted by your SIFE team. Do not document how many people the stories reached in these numbers—only the number of stories. After completing the total column, use the five educational topics to classify what the stories were about.

Number of TV News Stories

Document only the number of actual campus/local/regional/national TV news stories that featured a project conducted by your SIFE team. Do not document how many people the stories reached in these numbers—only the number of stories. After completing the total column, use the five educational topics to classify what the stories were about.

Reach, Frequency and Gross Impressions

The following language should be used by SIFE teams to measure media outreach:

Reach: The estimated number of unduplicated or different households or persons that viewed or listened to a specific station at least once for five minutes during the average week for the reported period of time. For print media, this equals circulation.

Frequency: The average number of times the unduplicated viewers, listeners or readers will be exposed to the schedule of "spots."

Gross Impressions: The average number of persons who view, hear or read the message at the time the spot is run, multiplied by the number of times the spot or program is run/printed.

$$\text{Reach} \times \text{Frequency} = \text{Gross Impressions}$$

College/University Name: _____

Description: _____ 2-Year _____ 4-Year _____ Public _____ Private _____

Number of active team members _____ Is class credit offered for participation in SIFE? Yes _____ No _____

	Total	Market Economics	Success Skills	Entrepreneurship	Financial Literacy	Business Ethics
Number of projects List the number of your projects that directly addressed the topic.						
Hours of team involvement List the number of hours the team spent directly impacting others on the topic.						
Number of BAB members involved List the number of BAB members directly involved with the projects relating to the topic.						
Number of school aged children (5-18) directly impacted List the number of children directly impacted by your projects relating to the topic. Do not include media numbers.						
Number of college students directly impacted List the number of college students directly impacted by your projects relating to the topic. Do not include media numbers.						
Number of community members directly impacted List the number of community members (non-students) directly impacted by your projects relating to the topic. Do not include media numbers.						
Number of print media stories List the number of stories that were printed in local/regional/national publications about your projects on the topic.						
Number of radio stories List the number of stories that were broadcasted on local/regional/national radio markets about your projects on the topic.						
Number of TV news stories List the number of stories that were broadcasted on local/regional/national television markets about your projects on the topic.						
Reach Reach is the estimated number of unduplicated persons that viewed/listened to a specific station at least once for five minutes during the average week for the reported period of time. For print media this equals circulation.						
Gross Impressions Gross Impressions equals the average number of persons who view/hear/read a message multiplied by the number of times the spot is run/printed.						



SIFE USA National Exposition

hosted by the
Kansas City Business Community
and the presentation of the



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SIFE USA National Championship Awards







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Community College

Elmir

Blomberg
University
of Pennsylvania

Swiss County
Community
College

University of
Pennsylvania

Messiah
College

Delaware

Union University

Northeast State

College



IKSON
ty

a College

Briarcliff College

Brooklyn College

Southwest Missouri
State University

Y College
of Fredonia

Truman St
Universi

Southwe
Unive

Hilbert
College

www.sifeusa.org



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Robert W. Plaster Free Enterprise Center
Jack Kahl Entrepreneurship Center
1959 East Kerr Street
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