Universal
Funding Proposal Model
Input Templates

(B)

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"Planning is bringing the future into the present so that you can do something about it now"

Alan Lakein

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What The Model Provides?

- A detailed 5-year forecast model
  - ✓ Years 1 and 2 detailed by month
  - ✓ Years 3 to 5 detailed per year

- Understand and Plan for the Future
- Model the Impact of Funding
- Support Funding Applications

The 'Universal' Model can be used with any Accounting system

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11 Modules

1 of 11: Instructions
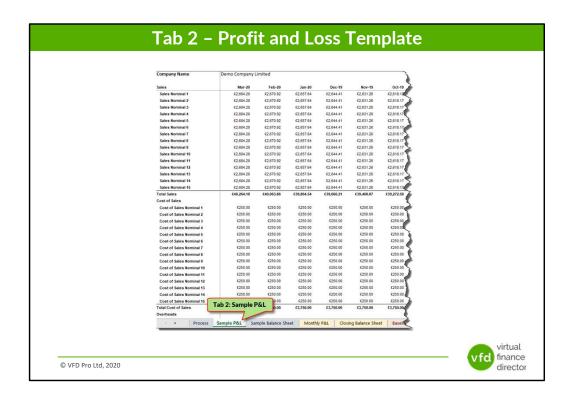
2 of 11: Data Input Templates for P&L and Balance Sheet

3 of 11: Entering Historic P&L Data

4 of 11: Enter Historic Balance Sheet Data

5 of 11: Establish your 'Baseline' Forecast (P&L)

6 of 11: Establish Treatment for Base Line Balance Sheet Data

7 of 11: Enter Cash Flow and Balance Sheet Assumptions

8 of 11: Adjust P&L Forecast to Reflect Impact of Funding

9 of 11: Enter Cash Flow Assumptions with Funding

10 of 11: Generate Funding Proposal

11 of 11: Generate Forecast Report

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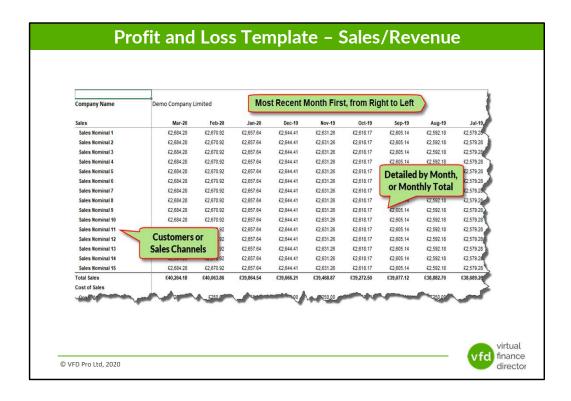
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Objective of this Module

- Tab 2 is an input formatting example for the Historic Profit and Loss data
- Tab 3 is an input formatting example for the Historic Balance Sheet data
- Use these tabs to ensure input data is prepared in the appropriate format to copy and paste into the model

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Tab 2 – Profit and Loss Template

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Profit and Loss Template – Sales/Revenue

Your Historic Profit and Loss data needs to be prepared with the most recent month in column 2, i.e. most recent month first going into history left to right.
If your financial information is available, ideally your last 5 years profit and loss history will be prepared and used to populate the Universal Forecasting and Funding Proposal Model.
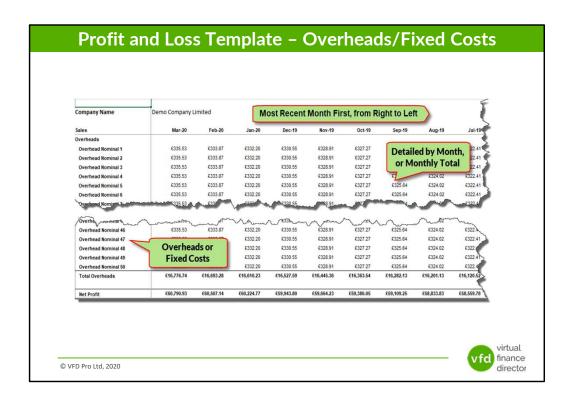
Ideally your Sales history will be detailed by customer / Revenue channel as appropriate, (Sales Nominal), however, if the detail of Sales by customer / Revenue channel is not available the Universal Forecasting and Funding Proposal Model can still be used by entering the total Sales for each month.

If the monthly Sales breakdown is not available however, the Universal Forecasting and Funding Proposal Model can still be used by taking the annual Sales total and dividing by 12 to provide average monthly Sales for each of the last 60 months.

Ideally your Cost of Sales history will be detailed, i.e. with each Cost of Sales line individually identified (Cost of Sales Nominal), however, if the detail of your Cost of Sales not available the Universal Forecasting and Funding Proposal Model can still be used by entering the total Cost of Sales for each month.

If the monthly Cost of Sales breakdown is not available, the Universal Forecasting and Funding Proposal Model can still be used by taking the annual Cost of Sales total and dividing by 12 to provide average monthly Cost of Sales for each of the last 60 months.

Profit and Loss Template – Overheads/Fixed Costs

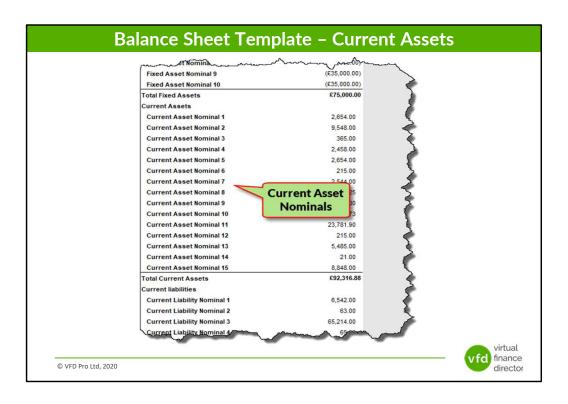Ideally your Overhead history will be detailed, i.e. with each Overhead line individually identified (Overhead Nominal), however, if the detail of your overhead expenditure is not available the Universal Forecasting and Funding Proposal Model can still be used by entering the total overheads for each month.

If your monthly overheads breakdown is not available, the Universal Forecasting and Funding Proposal Model can still be used by taking the annual Overheads total and dividing by 12 to provide average monthly Overheads for each of the last 60 months.
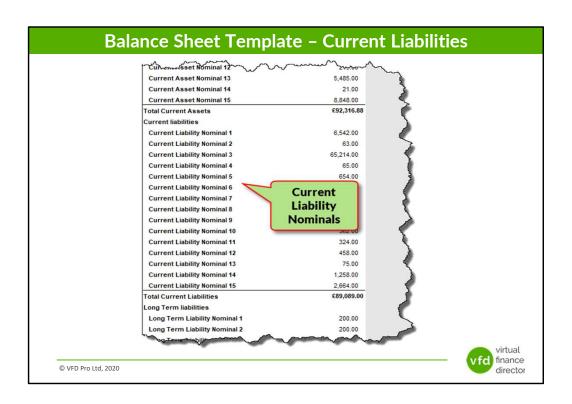
Tab 3 - Balance Sheet Template – Fixed Assets

The date for your Closing Balance Sheet data needs to be for the same date as the most recent month in your Profit and Loss Account data. Taking the example above, to March 2020. The data is presented in two columns, the description, and the Balance Sheet value as show above and below.
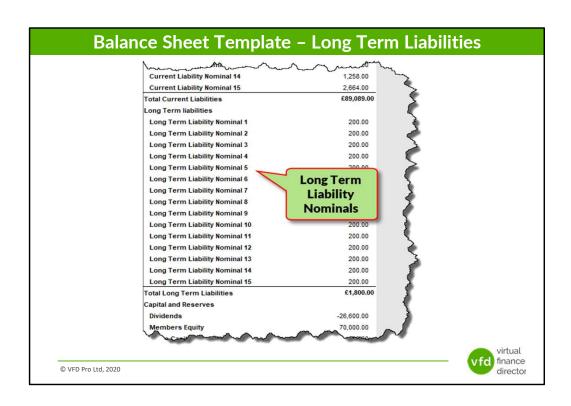
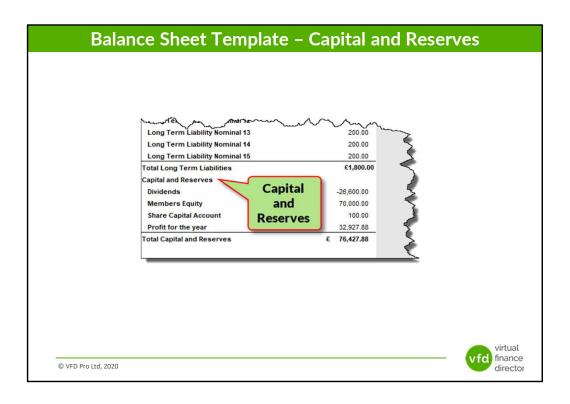The normal layout starts by listing the Fixed Assets.

After Fixed Assets, your Current Assets will be listed.

After Fixed and Current Assets, your Current Liabilities are listed.

After Fixed Assets, Current Assets and Current Liabilities, your Long-term liabilities are listed.

Balance Sheet Template – Capital and Reserves

Long Term Liability Nominal 13	200.00
Long Term Liability Nominal 14	200.00
Long Term Liability Nominal 15	200.00
Total Long Term Liabilities	**£1,800.00**
Capital and Reserves	
Dividends	-26,600.00
Members Equity	70,000.00
Share Capital Account	100.00
Profit for the year	32,927.88
Total Capital and Reserves	**£ 76,427.88**

Finally, the Capital and reserves are listed.

It does not technically matter what order your Assets, Liabilities, Capital and Reserves are entered, because the Universal Forecasting and Funding Proposal Model can deal with the data regardless of the order in which they are entered.

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Status and Next Step

- With historic Profit and Loss and Balance Sheet data in the appropriate format
- The process can move to the next stage: Historic financial data can be entered into the model

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