

Universal Funding Proposal & Business Planning / Forecasting Model Balance Sheet History

Version 1.0 - 0 of 11 (B)



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Playbook

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The Universal Forecast and Funding Proposal Model - Purpose

Use the Universal Forecast and Funding Proposal Model to support your business planning and create the following:

- **Your 5-year Business Plan and Forecast**
 - ✓ Years 1 and 2 detailed by month
 - ✓ Years 3 to 5 detailed per year
- **Understand and Plan for Your Future**
- **Model the Impact of Funding on Your Business**
- **Apply for Loan or Equity Funding**

You can use the Universal Forecasting and Funding Proposal Model regardless of the accounting system you use, to build a 5-year Business Plan / Forecast for your business.

Use your plan to understand, plan and budget for the future to help you and your team maintain a clear picture of exactly where you are on your journey.

If your business needs to raise finance, your Business Plan can quickly and easily be used to generate a robust Funding Proposal that provides everything lenders or investors need to approve funding.

“All you need is the plan, the road map, and the courage to press on to your destination”

Earl Nightingale

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1. Entering and Setting Up your Closing Balance Sheet Data – (Step 5)

Closing Balance Sheet		
Chart of Accounts Category	Balance Sheet Structure	Total
Please Select	Fixed Assets	
Fixed Assets	Goodwill	£50,000.00
Fixed Assets	Fixed Asset Nominal 2	£50,000.00
Fixed Assets	Fixed Asset Nominal 3	£50,000.00
Fixed Assets	Fixed Asset Nominal 4	£50,000.00
Fixed Assets	Fixed Asset Nominal 5	£50,000.00
Fixed Assets	Fixed Asset Nominal 6	(£35,000.00)
Fixed Assets	Fixed Asset Nominal 7	(£35,000.00)
Fixed Assets	Fixed Asset Nominal 8	(£35,000.00)
Fixed Assets	Fixed Asset Nominal 9	(£35,000.00)
Fixed Assets	Fixed Asset Nominal 10	(£35,000.00)
Please Select	Total Fixed Assets	£75,000.00
Please Select	Current Assets	
Current Assets	Bank Account	26,458.00
Current Assets	Accounts Receivable	76,452.00
Current Assets	Rent Deposit	15,000.00
Current Assets	Paypal Account	7,854.00
Current Assets	Stock	115,698.00
Please Select	Total Current Assets	£241,462.00
Please Select	Current liabilities	
Current Liabilities	Corporation Tax Liab	0.00
Current Liabilities	PAYE Liability	0.00
Current Liabilities	Pension Liability	0.00
Current Liabilities	Accounts Payable	45,894.00

Copy and Paste the Closing Balance Sheet

Figure 1 - Step 5: Copy and Paste the Closing Balance Sheet

When your Closing Balance Sheet data is ready, simply copy and paste into the model as per the illustration above.

Having copied your Closing Balance Sheet data, the Universal Forecasting and Funding Proposal Model needs to be configured to categorise each Balance Sheet item as either fixed assets, current assets, current liabilities, long term liabilities or shareholders' funds. As with the Profit and Loss data entry, do not categorise any headings, sub-headings, or totals.

1.1. Select 'Fixed Assets' for Each Fixed Asset Entry in the Balance Sheet

Each Fixed Asset entry should be categorised as 'Fixed Assets' so the Universal Forecasting and Funding Proposal Model can correctly identify each, (Fixed Asset Nominal), and use the data in the correct manner and generate an accurate output.

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Closing Balance Sheet		
Chart of Accounts Category	Balance Sheet Structure	Total
Please Select	Fixed Assets	
Fixed Assets	Goodwill	50,000.00
Fixed Assets	Fixed Asset Nominal 2	50,000.00
Fixed Assets	Fixed Asset Nominal 3	50,000.00
Please Select	Fixed Asset Nominal 4	50,000.00
Fixed Assets	Fixed Asset Nominal 5	50,000.00
Current Assets	Fixed Asset Nominal 6	(€35,000.00)
Current Liabilities	Fixed Asset Nominal 7	(€35,000.00)
Long Term Liabilities	Fixed Asset Nominal 8	(€35,000.00)
Shareholder's Equity	Fixed Asset Nominal 9	(€35,000.00)
Fixed Assets	Fixed Asset Nominal 10	(€35,000.00)
Fixed Assets	Total Fixed Assets	€75,000.00
Please Select		
Please Select		

Select Fixed Assets for each Fixed Asset Nominal

Figure 2 - Step 5: Setup Chart of Accounts for Each Fixed Asset Nominal

1.2. Select 'Current Assets' for Each Current Asset Entry in the Balance Sheet

Each Current Asset entry should be categorised as 'Current Assets' so the Universal Forecasting and Funding Proposal Model can correctly identify each, (Current Asset Nominal), and use the data in the correct manner and generate an accurate output.

Closing Balance Sheet		
Chart of Accounts Category	Balance Sheet Structure	Total
Please Select	Current Assets	
Current Assets	Bank Account	26,458.00
Current Assets	Accounts Receivable	76,452.00
Please Select	Current Deposit	15,000.00
Fixed Assets	Capital Account	7,854.00
Current Assets	Stock	115,698.00
Current Liabilities	Total Current Assets	€241,462.00
Long Term Liabilities		
Shareholder's Equity		
Please Select		
Please Select	Current liabilities	
Current Liabilities	Corporation Tax Liability	15,000.00

Select Current Assets for each Current Asset Nominal

Figure 3 - Step 5: Setup Chart of Accounts for Each Current Asset Nominal

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1.3. Select 'Current Liabilities' for Each Current Liability Entry in the Balance Sheet

Each Current Liability entry should be categorised as 'Current Liabilities' so the Universal Forecasting and Funding Proposal Model can correctly identify each, (Current Liability Nominal), and use the data in the correct manner and generate an accurate output.

Chart of Accounts Category	Balance Sheet Structure	Total
Please Select	Current liabilities	
Current Liabilities	Corporation Tax Liability	0.00
Current Liabilities	PAYE Liability	4.00
Please Select	Pension Liability	4.00
Fixed Assets	Accounts Payable	4.00
Current Assets	Bank Loan	0.00
Current Liabilities	AT Liability	4.00
Long Term Liabilities	Total Current Liabilities	16.00
Shareholder's Equity		
Please Select	Long Term liabilities	
Please Select		
Long Term Liabilities		0.00

Figure 4 - Step 5: Setup Chart of Accounts for Each Current Liability Nominal

1.4. Select 'Long Term Liabilities' for Long-Term Liabilities in the Balance Sheet

Each Long-Term Liability entry should be categorised as 'Long Term Liabilities' so the Universal Forecasting and Funding Proposal Model can correctly identify each, (Long Term Liability Nominal), and use the data in the correct manner and generate an accurate output.

Chart of Accounts Category	Balance Sheet Structure	Total
Please Select	Long Term liabilities	
Long Term Liabilities	Court Case	
Please Select	Total Long Term liabilities	
Fixed Assets	Capital and Reserves	
Current Assets	Dividends	
Current Liabilities	Members Equity	
Long Term Liabilities	Share Capital Account	
Shareholder's Equity	Profit for the year	84,988.00
Shareholder's Equity	Total Capital and Reserves	£ 202,606.00
Shareholder's Equity		
Please Select		
Please Select		

Figure 5 - Step 5: Setup Chart of Accounts for Each Long-Term Liability Nominal

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1.5. Select 'Shareholder's Equity' for Each Corresponding Entry in the Balance Sheet

Each Shareholder's Equity entry should be categorised as 'Shareholder's Equity' so the Universal Forecasting and Funding Proposal Model can correctly identify each, (Long Term Liability Nominal), and use the data in the correct manner and generate an accurate output.

Closing Balance Sheet		
Chart of Accounts Category	Balance Sheet Structure	Total
Please Select	Capital and Reserves	
Shareholder's Equity	Dividends	
Shareholder's Equity	Members Equity	
Please Select	Share Capital Account	
Fixed Assets	Profit for the year	
Current Assets	Total Capital and Reserves	
Current Liabilities		
Long Term Liabilities		
Shareholder's Equity		
Please Select		
Please Select		

Select Capital and Reserves for each Capital and Reserves Nominal

Figure 6 - Tab 5: Setup Chart of Accounts for Each Capital and Reserves Nominal

1.6. Don't Categorise any Headings, Sub-Headings or Totals on the Balance Sheet

Only the individual line items should be categorised.

Closing Balance Sheet		
Chart of Accounts Category	Balance Sheet Structure	Total
Please Select	Fixed Assets	
Fixed Assets	Goodwill	£50,000.00
Fixed Assets	Fixed Asset Nominal 2	£50,000.00
Fixed Assets	Fixed Asset Nominal 3	£50,000.00
Fixed Assets	Fixed Asset Nominal 4	
Fixed Assets	Fixed Asset Nominal 5	
Fixed Assets	Fixed Asset Nominal 6	
Fixed Assets	Fixed Asset Nominal 7	
Fixed Assets	Fixed Asset Nominal 8	(£35,000.00)
Fixed Assets	Fixed Asset Nominal 9	(£35,000.00)
Fixed Assets	Fixed Asset Nominal 10	(£35,000.00)
Please Select	Total Fixed Assets	£75,000.00
Please Select		
Please Select	Current Assets	
Current Assets	Bank Account	26,458.00
Current Assets	Accounts Receivable	76,452.00
Current Assets	Rent Deposit	15,000.00
Current Assets	Paypal Account	7,854.00
Current Assets	Stock	115,698.00
Please Select	Total Current Assets	£241,462.00
Please Select		

Do not categorise Headings, Sub-Totals or Totals

Figure 7 - Step 5: Do Not Categorise Headings, Sub-Totals or Totals

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