Planning template for short term funding.

Business name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Period : Start date : \_\_\_\_\_\_\_\_\_\_ End date : \_\_\_\_\_\_\_\_

Total required : €48,000

From : own resources €25,000 ; bank loan €15,000 ; grant €8,000

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **What for** | **How many** | **How often** | **How much** | **When** | **Total Cost**  **6 months** | **Total Cost 12 months** |
| *Examples* | *Only* | *Examples* | *Only* | *Examples* | *Only* |  |
| Computer equipment | X2 laptops & printer | One off | 1,200 | Week 1 | 1,200 | 1,200 |
| Office rent | 150 sq ft | Monthly | 500 | Week 1 | 3,000 | 6,000 |
| Marketing intern | X1 for 6 weeks | Weekly | 200 | Week 4 | 1,200 | 1,200 |
| Marketing employee | X1 from Month 6 | Monthly | 2,000 | Week 24 | 0 | 12,000 |
| Own drawings | X1 person | Monthly | 2,000 | Week 1 | 12,000 | 24,000 |
| Loan payments | €15,000 over 5 years | Monthly | 325 | Week 4 | 1,625 | 3,575 |
|  |  |  |  |  |  |  |
| Totals |  |  |  |  | 19,025 | 47,975 |
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