



FINANCIAL PLANNING WORKSHEETS

A significant aspect of business development and planning involves thinking about money. Questions include:

- How much money will it take to start operations?
- Where will it come from?
- How much income will it bring into my family?

Funds are required for items or property that will be used over longer periods time, such as equipment or vehicles (also called “capital expenditures” or “fixed assets”).

Other funds are required for use and consumption during the year, for example inventory, labor, and short-term losses (also called “working capital” or “current assets”).

Make a list of everything you’d like to spend money on for your business or project:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____

Remember: *This is the fun part!*



Raising Money

Running a business means taking the assets listed above and putting them into productive use. These assets are obtained in one of two ways: they are brought in by owners or borrowed from lenders.

Resources brought by owners is called equity; sources may include personal savings, gifts from family, investors, and “sweat equity.”

Resources borrowed from lenders is called a debt, or a liability. Sources may include a credit card, a loan, or a customer that agrees to pre-payment.

Make a list of everywhere you might raise money:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____

The important thing here is to not assess the likelihood of success and to approach the process with curiosity.



Sources and Uses

The next step in the process is to balance how you might spend money with where you are able to raise it. This is a project budget for starting or expanding your business or project. Do not worry if the two columns do not balance on your first trial. It should clarify your priorities and help you get creative about where you can raise additional resources.

Sample for agricultural business:

Sources		Uses	
6 month land lease	\$6,000	Personal Savings	\$5,000
Used tractor	\$5,000	Loan	\$7,500
Fuel, seeds, fertilizer	\$7,000	Gift from family	\$2,500
Labor	\$2,000	Loan from friends/ family	\$5,000
Marketing	\$1,000	Customer prepaid	\$1,000
Total	\$21,000	Total	\$21,000

Template:

Sources		Uses	
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
Total	\$	Total	\$



All business owners have a huge collection of non-financial assets. Explore those here. Please list out other sources of strength you have to build from.

Place Where do you go? Where grounds you? <ul style="list-style-type: none">• _____• _____• _____	Environment What makes this place special? <ul style="list-style-type: none">• _____• _____• _____
Values What inspires you? What do you stand for? <ul style="list-style-type: none">• _____• _____• _____	Elders What would make them proud? <ul style="list-style-type: none">• _____• _____• _____
Groups Do you belong to any clubs or networks? <ul style="list-style-type: none">• _____• _____• _____	Community Who do you know? How do you know them? <ul style="list-style-type: none">• _____• _____• _____
Family Who do you go to? What did they teach you? <ul style="list-style-type: none">• _____• _____• _____	Person skills/gifts What do you enjoy? What are you good at? <ul style="list-style-type: none">• _____• _____• _____
Socially Anyone you admire? Who'd you call for a flat tire? <ul style="list-style-type: none">• _____• _____• _____	Other What's missing? <ul style="list-style-type: none">• _____• _____• _____



Reflecting on the financial planning process:

What are three “ah-ha” moments from this whole process?

1. _____
2. _____
3. _____

What is the biggest challenge for YOU in all of this?

- _____

What was most useful for you in this whole process?

1. _____
2. _____
3. _____