

Annex 2.3

Instructions for Applicants on how to fill in Annex 2.2 – Financial Tables, Part 2 – of the Business Plan

“IPARD” Programme under the Instrument for Pre-Accession Assistance of the Republic of Albania 2014-2020

**Version 1.0
2018**

The Financial Tables consist of 9 excel sheets, namely:

1. Eligible assets
2. Sales
3. Other project incomes
4. Costs
5. Depreciation
6. Labour
7. Interest
8. Cash-Flow
9. Financial Indicators

I. General principles

- **For each of the Excel Sheets, only fill in the white cells in the table, whereas highlighted/coloured cells should not be “entered/changed” as they contain formulas.**
- **Proposed Business Plan is a tool for proving financial viability of the project, and will be assessed for compliance with the data provided in the narrative part, according to the submitted description, justifications and figures. So the applicant must assure that both narrative part and financial tables are aligned.**
- **Business Plan should cover period of five (5) years in case of investments in equipment, and ten (10) years period in case of - orchards creation, greenhouses building up, or construction/reconstruction activities.**
- **Please note that VAT is not subject to financing, therefore all data on sales and costs should be presented with VAT excluded.**
- **In case additional rows are needed, should be inserted in a manner that the formulas is still kept. (*using ctrl+ function on the pre-last row*), so the total "highlighted" cell amounts remain, for calculation of the cash flow.**
- **For clarification reasons is allowed formatting of unfilled rows and columns that not refer to the investment to be deleted, as well as cells to be merged and grouped in terms of better clarity.**
- **All sheets must contain the name of the applicant. It is recommended that applicant fill his name in the blank sell "D2" of A. Table 1 "Eligible assets", which automatically will be transferred into other Business Plan spreadsheets.**

II. Detailed sheets explanation

1. Table 1 "Eligible assets".

Sheet "eligible assets" consists of 2 tables, **A. Table 1: Table of eligible costs**, which is expected to show detailed data of all selected offers preferred from the applicant, and **B. Table 1.1: Grant Size**, which determines the size of the grant claimed.

A. Table 1: Table of eligible costs

Column A "Description of the asset" should be provided name of each asset subject to financing. Please note that in the column are presented five (5) sections depending from the type of the investment. This separation is important to be respected in order that proper assessment of the file is elaborated, and further explanations will be listed below.

Column B "Model, type/mark" should be appointed the model/mark and type (including modification) of the equipment/systems subject to financing. For construction/reconstruction activities and orchards creation is eligible to be appointed not applicable (n/a).

Column C "Basic technical characteristics" should be provided basic characteristics such as capacity, power, and if not any other sizes and weight. Is important to be presented such characteristic under which comparison between the offers was made.

Column D "Unit" should be provided measurement of the offered items like pieces, kg, ton etc... For construction/orchards/ greenhouses investment should be to be appointed the area in m2, while for services the respective hours or again area as stated in the selected offer.

Column E "Quantity" should be provided number of eligible assets as stated in the selected offer.

Column F "Single price ALL" should reflect the price per unit of the assets as stated in the selected offer. If the offer is not rated in domestic currency (ALL), follow the note (*) where below the table, must be appointed offer currency, and cross rate to ALL, according to the published methodology in the Guidelines for Applicants. Single price must not contain VAT or other non-eligible taxes.

Column G "Total value ALL" will automatically calculate the total amount of each asset according to the quantities and single prices reflected. Total amounts of assets does not contain VAT. This column should not be subject to modification or filling up by the applicant.

Column H "Total value ALL VAT included" will automatically convert the total amounts with VAT included, in case of domestic (Albanian) suppliers or not direct import of equipment. In case of direct import of goods & services the applicant must put the same amount as stated in the previous "G" column. Therefore all domestic (Albanian) offer assets must be presented with VAT included in column H.

Column I "Name of selected supplier" should reflect the company that deliver the selected offer, stated by its full name and legal form.

Column J "number of selected offer & date of issue" should reflect the selected offer identification.

In addition the following assets listing in column A **"Description of the asset" should be respected:**

In **"Equipment"** section should be listed all machines and inventory, that applicant is selected in the same manner they are presented in the offer.

In **"Construction / re-construction works / orchards and greenhouses: "** section should be listed all relevant expenditures in the same manner they are presented in the offer. For facilitation is recommended to name the object in a single cell where it can refer to the Bill of Quantities.

In **"Effluent/waste management expenditures"** section is important to be listed those assets who are offered in regard to utilization of residues, especially when higher grant percentage intensity will be requested.

In **"Business plan elaboration"** section, should be presented the consultancy costs for drawing up of the current BP (if applicable). Make sure you are familiar with the limits of consultancy costs stated in the Guidelines for applicants for the respective call.

In **"General costs"** section, should be presented the other preliminary costs like elaboration of technology project, architectural designs etc. (if applicable). Make sure you are familiar with the limits of consultancy costs stated in the Guidelines for applicants for the respective call.

B. Table 1.1: Grant Size

Column A "Basic Grant Size" should be **selected** project intensity rate by clicking a button in cell **"D35"** where applicant can determine the percentage according to

- 50% of the total eligible cost of the investment- basic rate for measure 2;
- 60% of the total eligible cost of the investment- basic rate for measure 1;
- 65% if investments are if made by young farmers or diversification of activities;
- 70% for investments situated in mountain areas;

Column B "Grant increase flat rate" should be **selected** only in case of application for effluent costs, which can increase **Column A** basic percentage, with additional 10% grant size.

Column C and Total grant percentage rate and **Column D** Grant in All will automatically be calculated and should not be intervened by the applicant.

Sample of filled in Sheet 1 "Eligible assets" is presented for clarifications on the next page:

A. Table 1: Table of eligible costs

Name of the applicant: "Albanian company" Sh.p.k										
No	Description of the asset	Model, type/mark	Basic technical characteristics	Unit	Quantity	Single price ALL* (VAT excluded)	Total value ALL (VAT excluded)	Total value ALL (VAT included)	Name of selected supplier	number of selected offer & date of issue
	A	B	C	D	E	F	G	H	I	J
I	Equipment:									
1	Traktor	"Best Agri" 4WD-1S	86 horse power	piece	1,00	6 313 500,00	6 313 500,00	7 576 200,00	"Best Traktors Supply" Sh.p.k. Albania	#0036/15-06-2015
2	Freze	"Best Agri" 1,8 FT	1,8 working width	piece	1,00	1 122 400,00	1 122 400,00	1 346 880,00		
3	Rimorkio	Carry 4	capacity 4 tons	piece	1,00	1 683 600,00	1 683 600,00	1 683 600,00	"Best Rimorkios Supply" SRL, Italy	R-AL85/20-06-2015
II	Construction / re-construction works / orchards and greenhouses:									
3	Reconstruction of stable	n/a	according to Bill of Quantity	m2	500,00	28 000,00	14 000 000,00	16 800 000,00	"Best Construction" Sh.p.k	126-BoQ/25-06-2015
III	Effluent/waste management expenditures									
4	Waste water treatment system	SuperUti 5-01	5m3 per hour	piece	1,00	2806000,00	2 806 000,00	2 806 000,00	SuperUti LTD, Greece	SU_ALB0056/21-06-2015
IV	Business plan elaboration									
16	Consultancy cost	n/a	n/a	days	10,00	7015,00	70 150,00	84 180,00	"Experienced Consultant" Sh.p.k, Albania	Cons13/01-05-2015
V	General costs									
17	Waste water piping design	n/a	n/a	piece	1,00	70150,00	70 150,00	84 180,00	"Great Design" Sh.p.k	123/01-05-2015

18	Architecture design	n/a	n/a	piece	1,00	182390,00	182 390,00	218 868,00		
Total Expenditures:							26 248 190,00 <i>ALL</i>	30 599 908,00 <i>ALL</i>		
* Please input the original currency stated in selected offer		EUR	Please input the exchange rate used in table 1						140,3	

B. Table 1.1: Grant Size

Basic Grant Size		Grant increase flat rate not applicable		Total grant percentage rate		Grant in All	
A		B		C		D	
Please select the grant size co-financing percentage: 60% of the total eligible cost of the investment- basic rate; 65% if investments are made by young farmers; 70% for investments in mountain areas;	65,00%			Total percentage rate		Grant size in ALL	

2. Table 2 "Project output sales"

Sheet "Project output sales" consists of single table, which is expected to show detailed data of the primary products that result from the project investment.

Column B "Type of product/services" should be provided name of each product predicted to be sold on the market. It is possible more than one (1) product to be produced and in that case all sale products should be listed below each other in the respective year of operation.

Column C "Type of product/services" should be provided measurement of the products that form the income like: kg, ton, litters, pieces, etc....

Column D "Quantity" should be provided volumes of product sales, according to investment holding production program. It is allowed different sales volumes to be formed during the different years, according to the farm development and growth, justified in the narrative part.

Column E "Single price ALL" should reflect the sale price per unit of the listed products, according to the predictions made in the narrative part. Sale prices must be rated domestic currency (ALL) without VAT. If products are meant to export, cross rate to ALL, according to the published methodology in the Guidelines for Applicants should be used.

Column F "Total value ALL" will automatically calculate the total amount of sales on each product, according to the quantities and single prices reflected. Total amounts of assets does not contain VAT. This column should not be subject to modification or filling up by the applicant.

The amounts must be filled separately for each production year, taking into consideration the production program of the applicant.

Sample of filled in Sheet 2 "Project output sales" is shown as follows:

Table 2: Project output sales					
Name of the applicant:			"Albanian company" Sh.p.k		
N ^o	Type of product/services	Unit	Quantity	Single price ALL (VAT excluded)	Total value ALL (VAT excluded)
A	B	C	D	E	F
I year					
1	<i>Beef meat</i>	<i>kg</i>	<i>2000,00</i>	<i>700,00</i>	<i>1 400 000,00</i>
2	<i>Cattle meat</i>	<i>kg</i>	<i>5000,00</i>	<i>980,00</i>	<i>4 900 000,00</i>
Sum:					<i>6 300 000,00</i>
II year					
1	<i>Beef meat</i>	<i>kg</i>	<i>2000,00</i>	<i>700,00</i>	<i>1 400 000,00</i>
2	<i>Cattle meat</i>	<i>kg</i>	<i>5000,00</i>	<i>980,00</i>	<i>4 900 000,00</i>
Sum:					<i>6 300 000,00</i>
III year					
1	<i>Beef meat</i>	<i>kg</i>	<i>2000,00</i>	<i>700,00</i>	<i>1 400 000,00</i>
2	<i>Cattle meat</i>	<i>kg</i>	<i>5000,00</i>	<i>980,00</i>	<i>4 900 000,00</i>
Sum:					<i>6 300 000,00</i>
IV year					
1	<i>Beef meat</i>	<i>kg</i>	<i>2200,00</i>	<i>700,00</i>	<i>1 540 000,00</i>

2	<i>Cattle meat</i>	<i>kg</i>	<i>5500,00</i>	<i>980,00</i>	<i>5 390 000,00</i>
Sum:					<i>6 930 000,00</i>
V year					
1	<i>Beef meat</i>	<i>kg</i>	<i>2200,00</i>	<i>700,00</i>	<i>1 540 000,00</i>
2	<i>Cattle meat</i>	<i>kg</i>	<i>5500,00</i>	<i>980,00</i>	<i>5 390 000,00</i>
Sum:					<i>6 930 000,00</i>
VI year					
1	<i>Beef meat</i>	<i>kg</i>	<i>2200,00</i>	<i>700,00</i>	<i>1 540 000,00</i>
2	<i>Cattle meat</i>	<i>kg</i>	<i>5500,00</i>	<i>980,00</i>	<i>5 390 000,00</i>
Sum:					<i>6 930 000,00</i>
VII year					
1	<i>Beef meat</i>	<i>kg</i>	<i>2200,00</i>	<i>700,00</i>	<i>1 540 000,00</i>
2	<i>Cattle meat</i>	<i>kg</i>	<i>5500,00</i>	<i>980,00</i>	<i>5 390 000,00</i>
Sum:					<i>6 930 000,00</i>
VIII year					
1	<i>Beef meat</i>	<i>kg</i>	<i>2300,00</i>	<i>700,00</i>	<i>1 610 000,00</i>
2	<i>Cattle meat</i>	<i>kg</i>	<i>5750,00</i>	<i>980,00</i>	<i>5 635 000,00</i>
Sum:					<i>7 245 000,00</i>
IX year					
1	<i>Beef meat</i>	<i>kg</i>	<i>2300,00</i>	<i>700,00</i>	<i>1 610 000,00</i>
2	<i>Cattle meat</i>	<i>kg</i>	<i>5750,00</i>	<i>980,00</i>	<i>5 635 000,00</i>
Sum:					<i>7 245 000,00</i>
X year					
1	<i>Beef meat</i>	<i>kg</i>	<i>2300,00</i>	<i>700,00</i>	<i>1 610 000,00</i>
2	<i>Cattle meat</i>	<i>kg</i>	<i>5750,00</i>	<i>980,00</i>	<i>5 635 000,00</i>
Sum:					<i>7 245 000,00</i>

3. Table 3 "Other project incomes"

Sheet "Other project incomes" consists of single table, which is expected to show summarized data of the secondary products, residues and other incomes that result from the project investment.

Column A "List of other project sales" should be provided name of each secondary product, or residue/national subsidy predicted to be acquired from the investment holding during project implementation. It is possible more than one (1) product to be presented and in that case all sale products should be listed below each other in the respective year of farm operation. The amount should be inputted as annual lump sum, without VAT.

Columns B to K represent each production year. The amounts should be inputted as annual lump sum, without VAT.

Sample of filled in Sheet 3 "Other project incomes" is shown as follows:

Table 3: Other project incomes*										
Name of the applicant:			"Albanian company" Sh.p.k							
List of other project sales	I year	II year	III year	IV Year	V Year	VI years	VII year	VIII year	IX Year	X Year
A	B	C	D	E	F	G	H	I	J	K
Animal Skins	70 000,00	70 000,00	70 000,00	77 000,00	77 000,00	77 000,00	80 000,00	80 000,00	80 000,00	80 000,00
Sell of manure to farmers as fertilizer	50 000,00	50 000,00	50 000,00	55 000,00	55 000,00	55 000,00	58 000,00	58 000,00	58 000,00	58 000,00
National payments per head of cattle	95 000,00	95 000,00	95 000,00	100 000,00	100 000,00	100 000,00	115 000,00	115 000,00	115 000,00	115 000,00
Total:	215 000,00 <i>ALL</i>	215 000,00 <i>ALL</i>	215 000,00 <i>ALL</i>	232 000,00 <i>ALL</i>	232 000,00 <i>ALL</i>	232 000,00 <i>ALL</i>	253 000,00 <i>ALL</i>	253 000,00 <i>ALL</i>	253 000,00 <i>ALL</i>	253 000,00 <i>ALL</i>

* All incomes should be presented without VAT

4. Table 4 "Production costs"

Sheet "**Production costs**" consists of single table, which is expected to show summarized figures of the applicants production costs.

Column A "**Type of the expenditure**" should be filled in with the types of expenditure relevant to the production, including all operational costs and external services. The amounts should be inputted as annual lump sum, without VAT.

Column B to K **represents each production year**. The amounts should be inputted as annual lump sum, without VAT.

Sample of filled in Sheet 4 "**Production costs**" is shown as follows:

Table 4: Production costs											
Name of the applicant:		"Albanian company" Sh.p.k									
No	Type of the expenditure	I year	II year	III year	IV Year	V Year	VI years	VII year	VIII year	IX Year	X Year
	A	B	C	D	E	F	G	H	I	J	K
1	<i>Animal Feed</i>	<i>420 000,00</i>	<i>420 000,00</i>	<i>420 000,00</i>	<i>450 000,00</i>	<i>450 000,00</i>	<i>450 000,00</i>	<i>475 000,00</i>	<i>475 000,00</i>	<i>475 000,00</i>	<i>475 000,00</i>
2	<i>Vet. Services</i>	<i>112 000,00</i>	<i>112 000,00</i>	<i>112 000,00</i>	<i>112 000,00</i>	<i>112 000,00</i>	<i>112 000,00</i>	<i>112 000,00</i>	<i>112 000,00</i>	<i>112 000,00</i>	<i>112 000,00</i>
3	<i>Medicines & vaccines</i>	<i>210 000,00</i>	<i>210 000,00</i>	<i>210 000,00</i>	<i>230 000,00</i>	<i>230 000,00</i>	<i>230 000,00</i>	<i>250 000,00</i>	<i>250 000,00</i>	<i>250 000,00</i>	<i>250 000,00</i>
4	<i>Slaughtering services - external company</i>	<i>140 000,00</i>	<i>140 000,00</i>	<i>140 000,00</i>	<i>150 000,00</i>	<i>150 000,00</i>	<i>150 000,00</i>	<i>175 000,00</i>	<i>175 000,00</i>	<i>175 000,00</i>	<i>175 000,00</i>
5	<i>Utilities (water and electricity)</i>	<i>28 000,00</i>	<i>28 000,00</i>	<i>28 000,00</i>	<i>30 000,00</i>	<i>30 000,00</i>	<i>30 000,00</i>	<i>35 000,00</i>	<i>35 000,00</i>	<i>35 000,00</i>	<i>35 000,00</i>
6	<i>Fuel and grease oils</i>	<i>84 000,00</i>	<i>84 000,00</i>	<i>84 000,00</i>	<i>89 000,00</i>	<i>89 000,00</i>	<i>89 000,00</i>	<i>93 000,00</i>	<i>93 000,00</i>	<i>93 000,00</i>	<i>93 000,00</i>
Total:		<i>994 000,00</i> <i>ALL</i>	<i>994 000,00</i> <i>ALL</i>	<i>994 000,00</i> <i>ALL</i>	<i>1 061 000,00</i> <i>ALL</i>	<i>1 061 000,00</i> <i>ALL</i>	<i>1 061 000,00</i> <i>ALL</i>	<i>1 140 000,00</i> <i>ALL</i>	<i>1 140 000,00</i> <i>ALL</i>	<i>1 140 000,00</i> <i>ALL</i>	<i>1 140 000,00</i> <i>ALL</i>

* All incomes should be presented without VAT

5. Table 5 "Depreciation"

Sheet "**Depreciation**" consists of single table, which is expected to show summarized figures of the applicants expenditures on depreciation. This expenditures represent the cost of the equipment distributed among the operational year of the applicant.

Column A "**Project investment Assets**" should be filled in with the investments subject to depreciation from table 1 "Eligible assets". It is important that investment assets are grouped according to the current law on Depreciation, which determines separate percentage rates for construction, equipment, computers and software and other assets. The amounts should be inputted as annual asset lump sum, and comply in full as percentage share of the eligible costs value (without VAT).

Column B "**Depreciation rate in %**" should be filled in with percentage rates for each asset listed in table 1.

Column **C to L represents each production year**. The amounts should be inputted as annual depreciation sum, equal to the percentage share appointed in previous column. Please note that duration is different for each group of assets. So having percentage of 20% for equipment means that this expenditures should be predicted for 5 year period.

Sample of filled in Sheet 5 "**Depreciation**" is shown as follows:

Table 5: Depreciation*												
Name of the applicant:			"Albanian company" Sh.p.k									
Nº	Project investment Assets	Depreciation rate in %	I year	II year	III year	IV Year	V Year	VI years	VII year	VIII year	IX Year	X Year
	A	B	C	D	E	F	G	H	I	J	K	L
I	<i>Equipment:</i>											
1	<i>Traktor</i>	20,00%	1 262 700	1 262 700	1 262 700	1 262 700	1 262 700					
2	<i>Freze</i>	20,00%	224 480,00	224 480,00	224 480,00	224 480,00	224 480,00					
3	<i>Rimorkio</i>	20,00%	336 720,00	336 720,00	336 720,00	336 720,00	336 720,00					
4	<i>Waste water treatment system</i>	20,00%	561 200,00	561 200,00	561 200,00	561 200,00	561 200,00					
II	<i>Construction / re-construction works</i>											
1	<i>Reconstruction of stable</i>	5,00%	700 000,00	700 000,00	700 000,00	700 000,00	700 000,00	700 000,00	700 000,00	700 000,00	700 000,00	700 000,00
III	<i>Computer devices and software</i>											
1		0,00%										
IV	<i>Other assets</i>											
1		0,00%										
n		0,00%										
Total:			3 085 100 ALL	3 085 100ALL	3 085 100 ALL	3 085 100ALL	3 085 100ALL	700 000 ALL	700 000 ALL	700 000 ALL	700 000 ALL	700 000 ALL

*according to Law on Depreciation #8438 of 28.12.1998, Article 22

6. Table 6 "Labour costs"

Sheet **"Labour costs"** consists of single table, which is expected to show summarized figures of the applicants expenditures on payroll and employee. This expenditures represent the salaries and social security taxes, of each one of the employed workers, for the respective operational year of the applicant.

Column A represent the number of years from first (1) to last (fifth or tenth depending from the type of investment), and should be not filled in.

Column B" Number of staff" should be filled in with the number of applicants employees, including the administrative and management positions.

Column C" Average monthly working payroll per 1 employee "should be filled in with average annual basic salary, for the whole company. For example if the company consist of one general manager and two workers, the sum of their salaries should be divided on 3 (total number of employees) and written in the column for the respective year. If new workers are predicted to be hired, their number should be increased for the respective year.

Column D" Total annual payrolls" will be automatically calculated, and no further actions should be executed by the applicant.

Column E" Social security's percentage, paid by employer "will be automatically calculated, and no further actions should be executed by the applicant.

Column F" Total annual social security's "will be automatically calculated, and no further actions should be executed by the applicant.

Column G" Total annual labour costs "will be automatically calculated, and no further actions should be executed by the applicant.

Sample of filled in Sheet 6 **"Labour costs"** is shown as follows:

Table 6: Labour costs						
Name of the applicant:			"Albanian company" Sh.p.k			
Year	Number of staff	Average monthly working payroll per 1 employee	Total annual payrolls B*C*12	Social security's percentage, paid by employer (%)	Total annual social security's (D*E)	Total annual labour costs D+F
A	B	C	D	E	F	G
I year	3	45 176,60	1 626 357,60	16,7%	271 601,72	1 897 959,32 ALL
II year	3	45 176,60	1 626 357,60	16,7%	271 601,72	1 897 959,32 ALL
III year	3	45 176,60	1 626 357,60	16,7%	271 601,72	1 897 959,32 ALL
IV Year	4	45 176,60	2 168 476,80	16,7%	362 135,63	2 530 612,43 ALL
V Year	4	45 176,60	2 168 476,80	16,7%	362 135,63	2 530 612,43 ALL

VI years	4	45 176,60	2 168 476,80	16,7%	362 135,63	2 530 612,43 ALL
VII year	5	45 176,60	2 710 596,00	16,7%	452 669,53	3 163 265,53 ALL
VIII year	5	45 176,60	2 710 596,00	16,7%	452 669,53	3 163 265,53 ALL
IX Year	5	45 176,60	2 710 596,00	16,7%	452 669,53	3 163 265,53 ALL
X Year	5	45 176,60	2 710 596,00	16,7%	452 669,53	3 163 265,53 ALL

7. Table 7 "Expenditures on interest"

Sheet "Expenditures on interest" consists of single table, which is expected to show summarized figures of the applicants expenditures on interest on loans (if applicable) and other financial taxes. This expenditures might be found in the pay off plan given by the servicing bank.

Column A "Type of the loan/ tax" should be filled in with the description of the financial instrument used (f.ex. overdraft, company loan, mortgage etc...)

Column "B to K" represent each one production year, and must be filled in only with the interest and annual taxes (please note the principal of the loan must be **excluded**)

Sample of filled in Sheet 7 "Expenditures on interest" is shown as follows:

Table 7: Expenditures on interest											
Name of the applicant:		"Albanian company" Sh.p.k									
	Type of the loan/Tax	I year	II year	III year	IV Year	V Year	VI years	VII year	VIII year	IX Year	X Year
	A	B	C	D	E	F	G	H	I	J	K
1	<i>investment loan of 10 000 000 All for 84 months at 5,6 interest rate.</i>	46 666,67	37 343,29	30 676,62	24 009,96	17 343,29	10 676,62	4 009,96	0,00	0,00	0,00
2	<i>bank tax on loan service with annual 0,5% taxation.</i>	4 166,67	3 334,22	2 738,98	2 143,75	1 548,51	953,27	358,03	0,00	0,00	0,00
	Total	50 833,33 ALL	40 677,51 ALL	33 415,61 ALL	26 153,70 ALL	18 891,80 ALL	11 629,89 ALL	4 367,99 ALL	0,00 ALL	0,00 ALL	0,00 ALL

8. Table 8 "Cash Flow"

Sheet "Cash Flow" consists of single table, which automatically shows summarized figures of the data provided up to now. Applicant must fill in only cell "B16." in **column A**(left in white, i.e. uncoloured) with the respective taxation rate, according to his turnover:

For companies:

0% for small scale companies with annual turnover up to 5 000 000 ALL;

5% for medium scale companies with annual turnover up to 8 000 000 ALL;

15% for large scale companies with annual turnover above 8 000 000 ALL;

For Natural persons

0% for personal income up to 30 000 ALL;

13% for personal income from 30 000 ALL to 130 000 ALL;

23% for personal income above 130 001 ALL;

Sample of filled in Sheet 8 "**Cash Flow**" is shown as follows:

Table 8: Cash Flow										
Name of the applicant:		"Albanian company" Sh.p.k								
Index column	I year	II year	III year	IV Year	V Year	VI years	VII year	VIII year	IX Year	X Year
A	B	C	D	E	F	G	H	I	J	K
I. Incomes										
1. Income sales	6300000,00	6300000,00	6300000,00	6930000,00	6930000,00	6930000,00	6930000,00	7245000,00	7245000,00	7245000,00
2. Other project incomes (waste utilization and management, renewable energy incomes etc...)	215000,00	215000,00	215000,00	232000,00	232000,00	232000,00	253000,00	253000,00	253000,00	253000,00
Total incomes (1+2)	6515000,00	6515000,00	6515000,00	7162000,00	7162000,00	7162000,00	7183000,00	7498000,00	7498000,00	7498000,00
II. Costs										
3. Production costs	994000,00	994000,00	994000,00	1061000,00	1061000,00	1061000,00	1140000,00	1140000,00	1140000,00	1140000,00
4. Depreciation (lump sum) project items	3085100,00	3085100,00	3085100,00	3085100,00	3085100,00	700000,00	700000,00	700000,00	700000,00	700000,00
5. Labour costs and social securities	1897959,32	1897959,32	1897959,32	2530612,43	2530612,43	3163265,53	3163265,53	3163265,53	3163265,53	3163265,53
6. Interest payments	50833,33	40677,51	33415,61	26153,70	18891,80	11629,89	4367,99	0,00	0,00	0,00
Total costs (3+4+5+6)	6027892,65	6017736,83	6010474,93	6702866,13	6695604,23	4935895,43	5007633,52	5003265,53	5003265,53	5003265,53
III. Profit (I-II)	487107,35	497263,17	504525,07	459133,87	466395,77	2226104,57	2175366,48	2494734,47	2494734,47	2494734,47
IV. Tax (please select tax rate, according to the turnover)	15,00%									
	73066,10	74589,48	75678,76	68870,08	69959,37	333915,69	326304,97	374210,17	374210,17	374210,17
V. Net Profit (III-IV)	414041,25	422673,69	428846,31	390263,79	396436,41	1892188,89	1849061,51	2120524,30	2120524,30	2120524,30
VI. IPARD Financing of eligible costs	19686142									
VII. Cash Flow (V+4+VI)	-26 248 190,00 ALL	23 185 283 ALL	3 507 773 ALL	3 513 946 ALL	3 475 363 ALL	3 481 536 ALL	2 592 188 ALL	2 549 061 ALL	2 820 524 ALL	2 820 524 ALL

9. Table 9 "Financial Indicators"

Sheet "Financial Indicators" consists of single table, which automatically shows the indicators that prove the viability of the project. Remember that NPV indicator should be positive, while IRR must not be below the discount factor (3.75% in the sample) Applicant should not intervene in this sheet.

Sample of filled in Sheet 9 "Financial Indicators" is shown as follows:

Table 9: Financial Indicators		
Name of the applicant:	"Albanian company" Sh.p.k	
<i>Discount factor under the current call</i>		3,78%
<i>Net Present Value (NPV)</i>	<i>NPV>0</i>	18 484 364,25 ALL
<i>Internal rate of return (IRR)</i>	<i>IRR >3,75%</i>	27,92%

After finalization all tables from business plan - financial tables must be printed on hard copy and signed as well stamped! (Stamp is not valid only for natural persons).