

Guideline for Detailed budget and financial forecast

- I. **Detailed Budget** – Detailed information about this worksheet can be found in the Excel and in the Call text.
- II. **Financial Historical data and Forecast**
- III. **Additional information for the Applicants**

General:

1. The historical data will be filled in for the last 4 years (if available)
2. The values are going to be filled in only into the grey/yellow cells, the other cells are automatically calculated using formulas.
3. For the implementation period, to make the calculation easier the whole value of the investment will be considered in 1 year.

Balance_sheet_Historical data

The worksheet will contain historical financial information for the last 4 years (where available)

Correspondence with the Standard Balance sheet Form in Romanian legislation:

Excel file	Standard Balance sheet Form
TOTAL ASSETS	
Intangible fixed assets	Total Intangible fixed assets
Tangible fixed assets	Total Tangible fixed assets
Financial fixed assets	Financial fixed assets
Inventories	Inventories + Advanced Expenses (amounts taken over a period of less than one year)
Trade receivable	Total Trade receivable
Short term investments	Total Short-term investments
Bank deposits	Total Bank deposits
*Advanced Expenses (amounts taken over a period of more than one year) will be filled in on the corresponding asset (fixed assets or current assets)	
TOTAL EQUITY AND LIABILITIES	
Paid in capital	Paid capital + Capital bonuses + Revaluation reserves + Reserves
Retained earnings	Retained earnings (previous year) + Net earnings from current year
Minority stake	
Provisions	Total provisions
Other long-term liabilities	Debts - the amounts to be paid over a period of more than 1 year + Advanced payments: amounts taken over a period of more than one year
Debt to financial institutions	Amounts owed to credit institutions
Trade creditors	Advanced payments for orders + Commercial debts: suppliers + Payable trade effects
Tax and public duties	Other debts including fiscal and social security debts
Other short-term debts	Advanced payments: amounts taken over a period of less than one year + <i>Other short-term debts not included into the above categories</i>

P&L_historic

The worksheet will contain historical financial information for the last 4 years (where available)

Correspondence with the Standard Profit and Loss Form in Romanian legislation:

Excel file	Standard Profit and Loss Form
OPERATIONAL REVENUES	
Revenue	Net turnover
Other operating revenue	The sum of all other operating revenues
OPERATIONAL COSTS	
Change in inventories	(Updated February 2021) If the case: Value adjustments regarding the current assets
Cost of sold goods	Expenditure on raw materials and consumables + Other expenses on materials + Other external expenditures + Expenditures on goods – Commercial discounts received
Payroll expenses	Total staff expenses
Depreciation and amortization	Value adjustments regarding the assets
Other operating expenses	Other operating expenses
FINANCIAL ACTIVITY	
Financial incomes	Total financial income
Financial expenses, out of which:	Total financial expenses
<i>Interest expenses</i>	<i>Total interest expenses</i>
OTHER ACTIVITIES*	
Other incomes	Total other incomes
Other expenses	Total other costs
TAXES	
Profit taxes	Profit tax
Other taxes	Other taxes not included in the above category

*In case of NGOs

Project costs and revenues

The values will consider **ONLY** the **PROJECT REVENUES AND COSTS** and **NOT** the whole company.

The analysis will consider project implementation period: if the project will not generate incomes (savings) and/or costs during the project implementation period, no values will be filled in for the corresponding years.

The residual value, if meant to be considered, shall be determined by using the perpetuity method without a growth rate or the asset liquidation value. To calculate the residual value, select the area of the project from the dropdown list and fill in the investment life period (as per equipment/installation technical specifications).

I. REVENUES and/or SAVINGS

- a) **Project operational Revenues/Savings:** It will be forecasted the number of units of energy (electric/thermal energy in MWh) planned to be sold or /used for own consumption and the unitary price (in EUR/MWh). It will be filled in only for the number of energy units (MWh) forecast to be produced within the project.

The price of the energy produced for selling shall be in a fixed value of EUR 50/MWh (ref. data from OPCOM report for 2020). (ref. data from OPCOM report for 2020: [OPERATORUL PIETEI DE ENERGIE ELECTRICĂ DIN ROMÂNIA \(opcom.ro\)](https://www.opcom.ro)) (Updated February 2021)

The price of energy for own consumption shall be calculated as an average of the price paid in the previous year by the Promoter. This will be back up by the energy invoiced of the previous year.

In the case of energy efficiency projects: the revenues will be considered the energy saved due to implementing the efficiency measures within the project. The price of energy shall be calculated as an average of the price paid in the previous year by the Promoter. This will be back up by the energy invoiced of the previous year.

- b) **Other revenues (please detail):** It will be forecasted the corresponding amounts for other type of revenues generated by the project, with short information about those revenues

II. OPERATING COSTS

- a) **Personnel costs** – number of new employees and the average gross unitary salary for the operation of the investment
- b) **Maintenance costs** – based on the maintenance costs generated by the investment done within the project.
- c) **Other costs** – based on other types of annual costs as a result for implementing the project. There will be identified by the Promoter and detail.
- d) **Annual utilities and administrative expenses** – It will be forecasted the monthly values for water, energy, rent, consumables, and other expenses (short details about the other expenses).
- e) (If the case) **Services produced by third parties, environmental protection costs, etc.:** It will be forecasted the annual values of other specific operational costs necessary for the project operation.

III. Additional information for the Applicants

All projects should be financially profitable. Considering a discount rate of 4% as proposed by Innovation Norway, the following indicators will be analyzed:

(Updated February 2021): Without the grant:

- NPV (the value should be positive)
- IRR (the value should be higher than discount rate)

With the grant:

- NPV (the value should be positive)
- IRR (the value should be higher than discount rate)

No loan installments (both interest rates and principal amounts) should be included in the expected expenditures in the forecasted period after the completion of the project.

Additional information how the indicators are calculated could be found in ***this document in the above dedicated sections and Q&A document which will be regularly updated while the call is opened.***