# **BUSINESS PLAN TEMPLATE**

Complete this worksheet or attach a draft business plan that includes similar components to your application.

[**Taking Stock Workbooks**](https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/business-market-development/agrifood-business-management/taking-stock) provide an excellent resource to assess your current strengths and weakness and establish priorities for business planning.

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| **SECTION 1: BUSINESS PROFILE**  |
| **Vision**: What business you are in/want to be in?Click here to enter text. |
| **Business Purpose**: What is your vision/what you want to accomplish?Click here to enter text. |
| **Products and/or Services:** What products/services will be sold and what makes them marketable? Click here to enter text. |
| **Target Market:** Who will buy/use these products/services?Click here to enter text. |
| **Sales Channels**: How will you sell your products/services? (Farmers Markets, eCommerce, Retail, Food Service) Click here to enter text. |
| **Competition**: Who are your competitors?Click here to enter text. |

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| **SECTION 2: OWNERSHIP, MANAGEMENT AND HUMAN RESOURCES** |
| **Experience and education:** What experience and education do you havein the business you are in or want to enter?Click here to enter text. |
| **Employees:** Are there key employees that are essential to your business? Click here to enter text. |
| **Key Partners:** Are there key business partners that are essential to your business?Click here to enter text. |

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| **SECTION 3: SWOT ANALYSIS** |
| **Strengths:** Characteristics that give you and/or your business an advantage over others.Click here to enter text. |
| **Weaknesses:** Characteristics that put you and/or your business at a disadvantage relative to others.Click here to enter text. |
| **Opportunities**: That are likely to contribute to your success.Click here to enter text. |
| **Threats:** That are likely to negatively impact your success.Click here to enter text. |
| **Operational Risks**: Any significant changes that could impact the operation.Click here to enter text. |

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| **SECTION 4: CURRENT STATE AND FUTURE FINANCIAL NEEDS** |
| **Current Assets** such as accounts receivables, crop, feed, market livestock product inventories. (Total)Click here to enter text. |
| **Long-term Assets** such as land, buildings, equipment, vehicles, breeding livestock, quota. (Total)Click here to enter text. |
| **Current Liabilities** (due in 12 months) accounts payable, operating loans, line of credit, credit cards. (Total)Click here to enter text. |
| **Long-term Liabilities** (repayable over 1 year) mortgages, shareholder loans. (Total)Click here to enter text. |
| **Current Financial Needs** such as restructuring of debt etc.Click here to enter text. |
| **Existing Business** (if applicable)1. **Revenue Generating Assets** that are used in your business to produce your products Click here to enter text.
2. **Cost of Production** Click here to enter text.
3. **How do you price your product(s)** Click here to enter text.
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| **Future Financial Needs** such asstartup costs of new venture, purchase of new assets etc.Click here to enter text. |
| **New Venture** (if applicable)1. **Cost of assets** to expand your business, and/or streamline your operation to reduce your current cost of production. Click here to enter text.
2. **Projected Cost of Production** Click here to enter text.
3. **How will you price your product(s)** Click here to enter text.
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