

Report on *{Business name}*

Presentation to Mondri Zimele Jobs Fund (Pty) Ltd Investment Committee

Date :

Business Development Manager :

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Executive Summary (One page)

1. Introduction.

Who you are, what you do, why approach MZ?
How does this business fit into the broad Mondi value chain?

2. Overview

What is the core business, what are the core markets you service / will serve?
What is the overall empowerment impact of the proposal (BBBEE, job creation?)

Entrepreneurial Viability (One page)

3. Proposed shareholders

Give an indication of what the shareholdings look like currently and / or in the future.
What value does each shareholder bring to the business?
What is the longer term equity plan?

4. The Partners / Management

Who are the key players; their profiles and what will they each contribute to the business
What are the skills profiles of the partners, what support arrangements will be in place
What is the track record of the partners in the past, how does it align with the business plan
Assessment and key development requirements of partners

Business Viability (Four pages)

5. External Market Overview

Brief review of the market, major trends
Competitive forces,
Key success factors in the industry, key driver of profitability
Brief review of the impact of COVID-19

6. Company Overview

History of the company, Performance to date
Review of core strategy for the business,
Brief review of major risks for the business, how are these overcome
Brief review of resources, assets, expertise and technical capacity
Review of current and future customers,

7. Operating Overview

Main products / services, operating system to be used,
Sources of supply, raw materials, quality control methods,
Facilities, Infrastructure, Control procedures

8. Financials, historical accounts and forecasts.

What funding is required for the business? How will it be utilized? What major assets will be purchased?
What other security is available? What is the partners contribution?
We need to understand the detail of the financial position of the business / proposed business.

Compile the books of account for going concerns and six months full cash flow projections.
If you have a set of accounting books, we can work off those. Alternatively we can assist in developing this with you.

9. Funding

How much funding is required for the business? How will it be utilized? What security is available?

Empowerment Impact (Half page)

10. Company staffing

Summary of current staffing, how many jobs will be sustained?
Skills transfer opportunity and impact, timing of new employment.

11. BBBEE Status

Current score and future strategy

Conclusion (Half page)

12. Key Success Factors and SWOT Analysis

Based on above analysis,

Key success (or failure) factors for the business.

- List of success factors – explain if necessary.

Strengths

- List of – explain if necessary – how to protect these?

Weaknesses

- List of – explain if necessary – how to overcome these?

Opportunities

- List of – explain if necessary?

Threats

- List of – explain if necessary – and what to do to deal with these.

13. Proposal

Proposed way forward

Are there any other supporting factors?

Key terms of the investment