SME Venture Client Assessment to Funding Pathway

SEPTEMBER 2022

phundex

Working with a specialist VC, we created this pathway to help you work with SMEs to assess their business readiness for funding, get them fully prepared for the investment process and close the funding. You may find this provides enough information to go from start to finish. You might also want to look at the Capital Raise Pathway for more detailed funding processes.

STAGE	TASKS	TASK FORMS	TASK DOCUMENTS
Potential client review	➢ Initial contact by investee ➢ Determine Key client contact ➢ Key Client contact ➢ Business Summary	➢ Initial contact by investee ➢ Key Client contact form ➢ 500 word Business Summary description	
Application Review and Assessment	➢ Venture Application ➢ Management team information	➢ Venture Application form ➢ Years of experience - form	
Governance	➢ Review Venture Application ➢ Legal Document Review ➢ Corporate Governance	➢ Legal documents and contracts review ➢ Corporate governance structure	
Client Due diligence	➢ Basic company information (ensure complete) ➢ Company Marketing information ➢ Company Management Team and Directors diligence ➢ Company Location and currency ➢ Authorised Signatures Template Document ➢ Authorised Signatures Cygnetise Link	➢ Basic Company Information ➢ Company Marketing Information ➢ Company Management Team and Directors Form with comments for due diligence ➢ Company location and currency data form ➢ Authorised signatures Template Document ➢ Authorised Signatures Cygnetise Link	➢ Authorised signatures Template Document

STAGE	TASKS	TASK FORMS	TASK DOCUMENTS
Venture Development	➢ Venture application ➢ Review venture application ➢ Request Business Plan ➢ Review business Plan provided ➢ Phrase that pays ➢ Venture information	➢ Venture application ➢ Venture Review Form for comments ➢ Business plan ➢ Review Business Plan ➢ Phrase that Pays form ➢ Venture description form	
Viability	➢ Viability details- HR ➢ Viability details- Treasury	➢ Human capital data form ➢ Treasury Data Form	
Validation	➢ Financial Forecasts ➢ Valuation Amount and justification	➢ External valuation	
Legal	➢ OneNDA ➢ Basic company information ➢ Appoint lawyers ➢ Legal Documents sign off ➢ Review Legal Opinion ➢ Final legal documents signed off	➢ OneNDA ➢ Basic Company Information ➢ Legal Document sign off ➢ Legal Opinion ➢ Legal Document sign off	➢ OneNDA
Funding/closing	➢ Funds Advanced ➢ Funding Activities ➢ Funding ask, use of funds, cash flow & exit strategy ➢ Post Close Reporting	➢ Funds Advanced ➢ Assess Funding Readiness ➢ Funding ask, use of funds, cash flow & exit strategy ➢ Post Close Report	

STAGE	TASKS	TASK FORMS	TASK DOCUMENTS
Post-closing Reporting	➢ Plan for Oversight and Post Closing Reporting ➢ KPI status updates ➢ Regular financial updates ➢ Annual review		