   

Funded by the Implemented by ARGO Civil Society Development Association, Foundation for local government reform, Centre for

European Union Local Self-Governance Development, ECOCENTER

APPROVED:

by the Decision of Project’s Steering Committeeа on **«5» October 2018**

**REGULATIONS ON THE COMPETITION**

**FOR FINANCIAL SUPPORT FOR THE DEVELOPMENT OF ENTREPRENEURSHIP AT LOCAL LEVEL**

**in the framework of the**

**“Greater stakeholder engagement at local level in East and Central Kazakhstan” project**

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## 

## **Introduction**

In order to develop the competitiveness of Kazakhstan at the global level, in May 2015, the Nation Plan “100 Concrete Steps” was approved for the implementation of five institutional reforms. This plan contains 100 specific steps for the implementation of a phased modernization of the state, the economy and society. In order to facilitate the process of democratic reform, at the end of 2015, Kazakhstan also adopted the Law on Local State Governance and Self-Governance in the Republic of Kazakhstan, which provides more financial opportunities for greater citizen participation in the decision-making process, and improves the quality of services at the local level.

Despite legal reforms, akimats, non-governmental organizations and the public at large remain excluded from the development of policy measures to address social and economic issues at the local and national levels. Local akimats, civil society, business structures, citizens and other interested parties do not possess knowledge, skills and / or do not show interest in local government issues.

Funded by the European Union, “Greater stakeholder engagement at local level in East and Central Kazakhstan” project, which is implemented by “ARGO” Civil Society Development Association, “ECOCENTER” Karagandy Regional Environmental Centre, “Centre for Local Self-Governance Development” (EKO), Foundation for Local Government Reform (Bulgaria) (hereinafter referred to as EU Project), fully complies with paragraphs 97, 98 and 99 of the “100 Concrete Steps” National Plan and is designed to assist in the implementation of state policy in the development of self-governance and territorial development of regions by achieving the following goals and objectives:

***Overall objective:***

To promote greater stakeholder engagement at the local level to contribute to governance and development processes in East and Central Kazakhstan.

***Specific objectives*:**

1. To involve Civil Society Organizations, Local Authorities and other stakeholders to promote social and economic development on the local level through pilot actions in East and Central Kazakhstan.
2. To promote transparency and accountability through enhancing Civil Society Organizations and Local Authorities to develop and implement a territorial approach (Territorial Approach to Local Development - TALD) with participation and provision of job opportunities to women groups and youth.

***Expected results:***

1. **Engaging local communities to prepare Integrated Development Plans (IDP); and**
2. **Supporting the formation of new local businesses.**

## **General provisions**

This competition for the provision of financial support for the development of local entrepreneurship (hereinafter referred to as **Competition**) is held by “ARGO” Civil Society Development Association, “ECOCENTER” Karagandy Regional Environmental Centre, “Centre for the Development of Local Self-Governance” (EKO) (hereinafter Competition Holders) in the framework of EU project.

**The purpose of the competition** is to support local economic development through the development of entrepreneurship.

**The objectives of the competition** are the selection of viable business projects aimed at solving the problems of economic development, enshrined in the comprehensive development plans of villages developed under the EU Project. This includes the creation of jobs, new opportunities for young people and women, and the improvement of the quality of local services.

**Geographical scope of the competition:**

*East Kazakhstan oblast*

* Pervomaiskiy and Volchanka rural okrugs of Shemonaikha rayon
* Glubokoe, Belousovka townships and Kozhohovo rural okrug of Glubokoe rayon

*Karagandy oblast*

* Nura (Kievka) township, Akmeshit, Izendi, Zharaspai and Mynbayev rural okrugs of Nura rayon

**The following can take part in the competition:**

Local non-governmental organizations, small businesses, existing and potential individual entrepreneurs, as well as initiative groups operating in the territory of the EU Project.

**The following cannot take part in the competition:**

* Employees of organizations acting as competition holders, and their blood relatives (spouse, children, parents, sisters and brothers), as well as organizations directly or indirectly controlled by any of the persons listed above;
* Civil servants and employees of akimats and other government agencies.

**Areas of possible business activity:**

Business projects announced for the competition should be aimed at **establishing financially sustainable business models** that can work independently upon completion of the EU Project. The proposed business projects must comply with the following activities:

1) Agriculture:

* Livestock (processing and production of meat and dairy products, primary processing of wool and leather, etc.)
* Vegetable growing (cultivation of melons and gourds using drip irrigation technology, vegetable processing, construction of greenhouses, etc.)
* Poultry farming (poultry farming, production of poultry products)
* Processing and production of fish products

2) Service maintenance:

* Services for the maintenance and installation of household appliances (repair, installation, replacement of household appliances, gas boilers and water pumps, etc.)
* Domestic services (sewing workshops, hairdressing, shoe repair, etc.).

3) Social entrepreneurship:

* Services in the field of recreation and leisure, tourism (guest houses, production and sale of souvenirs, handicraft products)
* Physical education and sports services (installation Workout (Workout) sites, equipment sports sections, etc.).
* Educational services (development courses for children's creativity, English language courses, preparatory courses, etc.) ₋ Services for the adaptation and rehabilitation of children with disabilities (mini-centers, therapeutic massage, services of a pathologist, etc.)

4) Environmental protection and landscaping:

* Landscaping (alleys, playgrounds, outdoor lighting, installation of benches and small architectural forms, etc.).
* Collection and recycling of MSW.

Priority in selecting winners will be given to women's and youth initiatives, projects to create new jobs for the unemployed and socially vulnerable groups of the population, business projects included in the list of promising projects drawn up in consultation with the population in the development of comprehensive village development plans.

**Activities that may not be funded:**

* Political parties;
* Religious associations;
* Government agencies and utilities.

**Procedure and stages of the competition**

Stages of the competition:

* Announcements about the beginning of the competition among those who successfully completed the training **“Basics of Entrepreneurship”** held in the framework of the EU project;
* Formation of the composition of a competition commission, taking into account the presence or absence of a conflict of interest with the competition participants by experts who wish to become members of the competition commission;
* Collection of applications for participation in the competition;
* Evaluation of applications by the competition commission and determination of the winners;
* Signing relevant agreements with the winners of the competition;
* Providing financial support to the winners.

More detailed procedures and stages of the competition are presented in the table below:

|  |  |  |
| --- | --- | --- |
| **Dates of the competition for financial support for those who want to open their business:** | | |
| **№** | **Stages** | **Dates** |
| 1 | Approval of the package of documents for the competition | 5 October 2018 |
| 2 | Publication of the announcement of the competition in the Kazakh and Russian languages ​​among the participants of the training “Basics of Entrepreneurship” | 8 October 2018 |
| 3 | The holders of the competition form the roster of experts | Within a week of posting the announcement.  8-15 October 2018 |
| 4 | Reception of applications by the holders of the competition in the regions | Within three weeks of posting the announcement.  8-26 October 2018 |
| 5 | Competition holders review applications for compliance with the requirements set forth in the Competition Regulations | Within 3 working days from the date of the deadline for applications  29-31 October 2018 |
| 6 | Competition holders send applicants notice of the need to correct deficiencies in the event of non-compliance of applications with the requirements set forth in the Competition Regulations | Within 1 working day from the date of discovery of deficiencies  31 October 2018 |
| 7 | Applicants will again provide the Holders of the competition in the regions with the finalized documents taking into account the comments | Within 2 days from the date of notification  31 October – 1 November 2018 |
| 8 | Regional competition holders check resubmitted documents | Within 1 working day from the date of receipt of documents  2 November |
| 9 | Competition holders in the regions send applications to members of the competition committee | Within 1 working day from the moment of checking the resubmitted documents  3 November 2018 |
| 10 | Members of the expert committee in the regions evaluate the received applications | Within 3 working days from the date of receipt of applications from ARGO partners in the regions  3-5 November 2018 |
| 11 | Competition holders hold a meeting of the competition committee | Within 1 working day after receiving expert opinions from members of the competition committee  5-7 November 2018 |
| 12 | Competition holders notify the winners of the need to sign an agreement on the provision / receipt of financial support | Within 3 days from the date of signing the conclusion of the competition committee  7-9 November 2018 |
| 13 | Execution of an agreement on the provision / receipt of financial support with the winners of the competition in accordance with the civil legislation of the Republic of Kazakhstan | Within 3 days from the date of the decision by the competition commission  12-13 November 2018 |

**Requirements for applications**

To participate in the competition, it is necessary to submit an application with all applications in one copy to the “ECOCENTER” Karagandy Regional Ecological Centre or to the “Centre for Local Governance Development” of East Kazakhstan oblast, depending on its location.

Applications are submitted according to the established sample and a scanned version of the documents is attached to the e-mail address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or send the completed application (package of documents on paper) of the established sample to the address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applications can be submitted both in Kazakh and in Russian.

The application should include the following documents:

1) an application for participation in the competition in accordance with the attached form (see Annex 1);

2) the application is in accordance with the attached form (see Annex 2);

3) attachments to the application, if any;

4) a tax certificate confirming the absence of taxes and other payments to the budget;

5) certificate of state registration of a legal entity / certificate of an individual entrepreneur, if any;

6) certificate from the bank about the presence of the account and the absence of debt;

7) address reference.

The application must specify the following:

* specific, measurable, achievable goals and objectives of the business project;
* a clear plan for the implementation of a business project with an indication of the time to achieve the goals and objectives;
* target audience;
* real cost estimate.

**In applying the participant of the competition in fact:**

* confirms compliance with the requirements for bidders;
* undertakes timely provision of additional information requested by the holders of the competition;
* undertakes, at the invitation of the competition holder, to take part in events (seminars, trainings, meetings, press conferences, etc.) held in the framework of the EU Project.

One participant can submit only **1 (one) application** for the competition.

Documents submitted by the participant for the competition will not be returned.

**The competition holders have the right to exclude the participants of the competition from participation in the competition at any stage that it is held, up to the conclusion of an agreement on providing financial support in the following cases:**

* detection of inaccuracy of the information contained in the documents submitted;
* detection of information bearing reputational risks for the competition holders and the European Union;
* the establishment of signs of bankruptcy or the fact of the liquidation procedure in relation to the participant;
* if the participant is a party to the litigation;
* the establishment of the fact of the suspension of the activities of the participant, individual entrepreneur in the manner prescribed by the Code of the Republic of Kazakhstan on administrative offenses;
* violation by the participant of the conditions and procedure for the competition.

**The procedure for determining the winners**

The commission evaluates applications on a 5-point scale according to all the criteria listed below:

* General profile of the bidder, the availability of relevant specialization and / or experience in implementing similar projects, as well as the compliance of the application with the established requirements;
* Qualifications and experience of specialists who plan to be involved in the implementation of the project;
* Availability of necessary resources for project implementation;
* Marketing;
* Project risks and SWOT analysis
* Realism and validity of the presented cost estimates and timing of the project, compliance with the proposed activity of the declared amount and the timing of the project;
* Correctness of calculations in the declared budget of the project, including its own contribution in the amount of 10-20% of the total project budget.

**Competition Commission**

The competition commission is a collegial body created by the holders of the competition to evaluate applications in order to select the best business projects and determine the winners of the competition.

The composition of the competitive commission is formed by the competition holders from the experts included in the register made up of specialists who wished to become members of the competitive commission. Such experts can be employees of government agencies, financial organizations, representatives of the national chamber of entrepreneurs "Atameken", representatives of international organizations, non-governmental organizations, business representatives, maslikhat deputies, independent experts and others. An expert can also be any individual who has the necessary professional knowledge in any of the areas of the competition, and has experience in this area for at least two years, as well as having no conflict of interest with the competition participants.  
The roster of experts is formed exclusively for this competition.

The total number of members of the competition committee must be an odd number, at least 3 (three) people to ensure a decision is taken in the case of disagreement between members of the competition committee.

**Recognition of a failed competition**

The competition is declared invalid on one of the following grounds: 1. absence of submitted applications for participation in the competition; 2. if none of the applications are allowed to participate in the competition (i.e., none of the applications received has passed the inspection); 3. if none of the applications submitted for evaluation by the competition committee received more than 50% of the maximum total points.

The decision on the recognition of a competition as failed is taken by the competition holders and is widely distributed in the media and on the Internet pages of the competition holders.

After making the necessary changes and additions to the conditions and procedure for the competition, the competition holders have the right to announce holding a repeated competition.

**Terms of financial support**

**The general fund of financial support under this competition is 12,000,000 (twelve million) tenge**. Business projects with a budget of not less than 500,000 tenge and not more than 1,200,000 tenge are accepted for participation in the competition; at the same time, the applicant's own contribution should be in the amount of 10-20% of the total project budget.

The conditions and amount of financing is approved for each business project individually, based on the stated budgets.

To conclude an agreement on the provision of financial support, the winners of the competition provide copies of the following documents:

* certificate of state registration of a legal entity / certificate of an individual entrepreneur;
* a certificate from the tax authority about the absence of debt;
* a certificate from the bank about the presence of an account and the absence of debt;
* address certificate; if necessary, a document confirming the availability of production and other premises necessary for the project implementation, indicating the conditions under which the premises are used by the applicant (rent - term and cost, property).

The competition holders reserve the right to request additional documents if necessary.

**Restrictions on the use of funds for financial support**

Winners cannot use funds received for financial support to cover debts, damages, payment of penalties (fines, penalties), taxes and any other credit debt held by the winner of the competition at the time of receiving financial support, salary, purchase of real estate, land, vehicles, construction, production of excisable goods and current expenses (rental of transport facilities, utilities, etc.) of the winner of the competition, not related to the implementation of the project.

**Reporting and monitoring**

The winners of the competition, who received financial support, provide a report on the implementation of their business projects in accordance with the requirements of the competition holders. The report should consist of descriptive and financial sections.

The competition holders monitor and control the targeted use of the funds provided throughout the life of the business projects by visiting the competition winners, using the internal reporting system and requesting relevant documents confirming the targeted use of financial support funds (copies of contracts with counterparties, invoices for payment, payment orders, consignment notes, etc.).

In case of misuse of funds received by the winners of the competition, the holders of the competition reserve the right to terminate the contract with the recipient of financial support.

*Competition holders have the right to make changes to the Regulations on the competition, about which the participants of the competition will be informed in a timely manner.*

*Project funds are limited, and not all business projects can be funded.*

*For more information, please send your request to nurshat@argonet.org or call 8 7172 516 964.*

# Annexes

Annex 1

Application form

**Application for participation in the competition for the provision of financial support for the development of local entrepreneurship**

This application \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (specify the full name or the name of the organization indicating the legal status) expresses a desire to participate in the **competition for financial support for the development of local entrepreneurship in the framework of the “Greater stakeholder engagement at local level in East and Central Kazakhstan” EU-funded project (hereinafter Competition).**

I confirm that I have read and agree with the procedure and conditions of the Competition, established in the Competition Regulations.

I confirm that all the information I indicated in the attached Application is correct and relevant at the time of the application.

I agree that the decision of the Competition Commission to determine the winners of the Competition is final and not subject to appeal.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(position) (signature) (decryption of signature)

Date of completion "\_\_\_\_" \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20 \_\_\_

|  |  |
| --- | --- |
| **Applicant Information** | |
| **Project title** |  |
| Project initiator (full name, or organization name) |  |
| Project partners (if any) |  |
| Project Manager (full name, contact information) |  |
| Location of the project (oblast, rayon, rural okrug, village) |  |
| Number of jobs in the project |  |
| Project start date |  |
| Release date at design capacity |  |
| Full project budget |  |
| Applicant’s own contribution (tenge) |  |
| Amount requested, financial support (tenge) |  |
| Contributions of other persons or organizations (tenge) |  |
| Signatures, stamp |  |
| **These columns are filled in by the competition holders.** | |
| Project number |  |
| Date application received |  |
| Date of consideration of the application |  |
| Decision |  |

Annex 2

Form №1

**PROJECT APPLICATION  
FOR PARTICIPATION IN THE COMPETITION FOR FINANCIAL SUPPORT FOR THE DEVELOPMENT OF LOCAL ENTREPRENEURSHIP WITHIN THE FRAMEWORK OF THE EU-FUNDED “GREATER STAKEHOLDER ENGAGEMENT AT LOCAL LEVEL IN EAST AND CENTRAL KAZAKHSTAN” PROJECT**

Начало формы

Конец формы

|  |  |  |
| --- | --- | --- |
| **1.** | **Oblast:** |  |
| **2.** | **Rayon:** |  |
| **3.** | **Rural okrug:** |  |
| **4.** | **Village:** |  |
| **5.** | **Project initiator (full name, or organization name):** |  |
| **6.** | **Applicant’s legal form:** |  |
| **7.** | **Applicant’s registration date:** |  |
| **8.** | **Number of jobs in the project:** |  |
| **9.** | **Project Manager (full name, contact information):** |  |
| **10.** | **Project title:** |  |
| **11.** | **Project start date:** |  |
| **12.** | **Release date at design capacity:** |  |
| **13.** | **Full project budget:** |  |
| **14.** | **Applicant’s own contribution (tenge):** |  |
| **15.** | **Total Requested amount of financial support (tenge):** |  |
| **16.** | **Contributions of other persons or organizations (tenge):** |  |

**Applicant Summary**

*(Summarize information about the applicant, main activities, main achievements)*

**Statement and analysis of the problem**

*(State the problem using quantitative and qualitative indicators. The statement and analysis of the problem should reflect the relevance of this problem to the needs of the community)*

**The purpose and objectives of the project**

*(Clearly state the situation to which the project will lead. The tasks set should lead to the achievement of your goal)*

**Description of the project activity**

*(How are you going to solve the described problem, show the mechanism of the project, include the impact of the project on men and women in the community)*

|  |  |  |  |
| --- | --- | --- | --- |
| Activity type | Dates | Responsible person | Comments |
|  |  |  |  |
|  |  |  |  |
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**Expected results and indicators**

*(Describe the qualitative and quantitative results and indicators of the project. How the project implementation will affect the community / applicant / member organization of the applicant, and the development of its economic activities. For comparison, take similar figures for the base period (the period before the start of the project).*

|  |  |  |
| --- | --- | --- |
| **Expected results** | **Indicators** | **Comments** |
|  |  |  |
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|  |  |  |
|  |  |  |

**Partners and their role within your project**

*(Indicate who are your main partners in the project. How long has your cooperation been with them? How will they be involved in the project? Describe the nature of the cooperation and indicate the main partners in the project).*

|  |  |  |
| --- | --- | --- |
| № | Partner | Role in project implementation |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |

**Project sustainability**  
*(How will the project achieve sustainability? How will the activities related to the implementation of the project be continued further upon its completion?*  
  
**Project budget**  
*(The PROJECT BUDGET is an estimate of the estimated target costs necessary for the implementation of the project. The budget makes it possible to determine how realistic the goals and objectives are set in the project. Identify all possible costs, highlight the priority ones)*

Начало формы

Конец формы

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Budget line** | **Measuring unit** | **Price per unit** | **Number/amount** | **Amount (tenge)** | | | |
| **Total** | **Requested amount** | **Contributions** | |
| **Applicant’s own contribution** | **Contributions of other people or organizations** |
|  |  |  |  |  |  |  |  |
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**Project schedule**

| Title | Duration | Start date | End date | Responsible person | Sum in tenge |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Additional information***(diagrams, photos or other information which is, in your opinion, have a direct relationship to or better justifies the project proposal)****:***

*Applicant’s signature:*

*Form №2*

**Business plan**

Contents:

1. Summary
2. General information
3. SWOT analysis of applicant’s business condition
4. Description of product or service
5. Description of target audience
6. Description of competition
7. Marketing strategy
8. Labor management
9. Risk assessment and insurance
10. Financial plan and source of financing
11. Cash flow forecast
12. **Resume (not more than one page)** **Summary**
13. **SWOT analysis of applicants’ business condition**

*Conduct a SWOT analysis of your own business and identify the main problems:*

|  |  |
| --- | --- |
| *Strengths* | *Weaknesses* |
| *Opportunities* | *Threats* |

1. **Description of product or service**

*(Describe your product / service / product. What needs and desires of your best customer does your product satisfy? What is unique to your product and what makes it different from the product of your competitors? Does your product (including packaging) give you any competitive advantages?)*

1. **Description of target audience**

*(Who are your best customers — categories of people or organizations?)*

*Characteristics of the best client:*

|  |  |
| --- | --- |
| Age |  |
| Income level |  |
| Gender |  |
| Social status |  |
| Family size |  |
| Education |  |

1. **Description of competition**

*(Identify up to 5 of your strongest and largest competitors. Compare your product with competitors' product using a 5-point system)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Description | Your product | Competitor 1 | Competitor 2 | Competitor 3 |
| Consumer quality goods |  |  |  |  |
| Service quality |  |  |  |  |
| Packaging |  |  |  |  |
| Price |  |  |  |  |
| Place of sale |  |  |  |  |
| Advertisement |  |  |  |  |
| Popularity |  |  |  |  |
| Additional services |  |  |  |  |
| Total points |  |  |  |  |

1. **Marketing strategy**

*(Determine the price for your product or service based on its characteristics, and based on its competitive advantages. Determine the most successful place of sale for the main customer and describe the methods of its promotion in the market (types of advertising used). Describe the volume of monthly sales of your products)*

1. **Labor management**

*(Distribute responsibilities among team members. Determine salary levels and employee incentives.)*

1. **Risk assessment and insurance**

*(Using the results of the SWOT analysis, determine the most important types of risks and methods of their insurance)*

1. **Financial plan and source of financing**

*Describe the main types of costs in your production, separately describing the direct costs per unit of production , and the total costs for the whole production.*

*(Make a balance of profit and loss of your business for the year)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Income and expenses** | **Per unit** | **Sum per month** | **Sum per year (tenge)** |
| Volume of production |  |  |  |
| Sale of products: |  |  |  |
| **TOTAL INCOME** |  |  |  |
| Expenses: |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |
| **TOTAL EXPENSES** |  |  |  |
| Gross profit |  |  |  |
| Patents and taxes |  |  |  |
| Other unforeseen expenses |  |  |  |
| Total administrative and implementation costs |  |  |  |
| ***Profit before tax*** |  |  |  |
| Taxes |  |  |  |
| ***Net profit*** |  |  |  |

1. **Cash flow forecast (monthly for one year)**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Title of indicators | 1 m | 2 m | 3 m | 4 m | 5 m | 6 m | 7 m | 8 m | 9 m | 10 m | 11 m | 12 m |
| Cash balance at the beginning |  |  |  |  |  |  |  |  |  |  |  |  |
| Total cash flow |  |  |  |  |  |  |  |  |  |  |  |  |
| Proceeds from the sale of products, goods, works and services |  |  |  |  |  |  |  |  |  |  |  |  |
| Own contribution |  |  |  |  |  |  |  |  |  |  |  |  |
| Financial support of ARGO |  |  |  |  |  |  |  |  |  |  |  |  |
| Total cash outflow |  |  |  |  |  |  |  |  |  |  |  |  |
| Payment of raw materials and components |  |  |  |  |  |  |  |  |  |  |  |  |
| The total costs of the enterprise |  |  |  |  |  |  |  |  |  |  |  |  |
| Wage |  |  |  |  |  |  |  |  |  |  |  |  |
| Payment for fuel, electricity, etc. |  |  |  |  |  |  |  |  |  |  |  |  |
| Fare |  |  |  |  |  |  |  |  |  |  |  |  |
| Calculations with the budget for taxes and fees other expenses |  |  |  |  |  |  |  |  |  |  |  |  |
| Other expenses |  |  |  |  |  |  |  |  |  |  |  |  |
| Cash flow for the period |  |  |  |  |  |  |  |  |  |  |  |  |
| Cash total |  |  |  |  |  |  |  |  |  |  |  |  |