



ལོད་ལྷན་གཞི་ཚོགས།
Loden Foundation
Thimphu Bhutan | P.O. Box. 131
Tele: +975-77195599 / +975-77195588
Email: info@loden.org
Social Media: @lodenfoundation
www.loden.org

Background

The Loden Entrepreneurship Programme (LEP) started in 2008, supporting aspiring and established bhutanese entrepreneurs through interest and collateral-free loans. We exist to help young Bhutanese people with the vision, drive and idea to set up or upscale a business which is economically beneficial, socially responsible, culturally sensitive and environment friendly. Moreover, it is important that proposals are aligned with the national priorities of creating employment and improving the resilience of the Bhutanese economy as it meets new challenges. There is no minimum educational requirement apart from basic literacy and a good understanding of business accounting.

We call for business proposals twice a year, in spring and fall, through the Loden website and social media pages, where we promote and encourage entrepreneurial activities while maintaining social and ethical responsibility.

Selected candidates can avail of support of interest and collateral-free loans up to **BTN. 1.5 million** from the Loden Entrepreneurship fund which must be repaid over a four-year period through monthly instalments. However, the selected candidates need to have a guarantor who has a regular income to avail the loan for the business. The loan is disbursed in two tranches. The second tranche of the loan shall be made upon verification of the proper use of money received in the first tranche and with a positive recommendation from the project monitoring team from Loden.



Business Proposal Template

I. Details of the applicants

Personal Details:

- i. Name:
- ii. CID No:
- iii. Year of Birth:
- iv. Gender:
- v. Contact Number(s):
- vi. Email ID(s):

Business Location:

- i. Village/Town:
- ii. Gewog/Thromde:
- iii. Dzongkhag:

Applicant Employment Status:

Unemployed [] Employed [] Entrepreneur []

Marital Status: Please tick (✓)

Single [] Married [] Divorced []



II. Details of the Business

Name of the Business:	
Name of the Promoter:	
Business Ownership (Sole/Partnership, cooperative, CBO etc.):	
Promoters Qualification and experiences:	
Business status (new/existing Business):	
Brief Investment Plan	
Particulars	Amount (BTN
<i>Machineries</i>	Rate
1.	1.
2.	2.
3.	3.
<i>Working capital (including raw materials)</i>	Rate
1.	1.
2.	2.
3.	3.
<i>Constructions</i>	Rate
1.	1.
2.	2.
3.	3.
<i>Equipment</i>	Rate
1.	1.
2.	2.
3.	3.



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<i>Others, please specify (eg. purchase of animals, saplings, land preparation)</i>	Rate
1.	1.
2.	2.
3.	3.
TOTAL (BTN)	



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III. Loan and Financial Details

Loan required from Loden Foundation (BTN)	Fund received from other financial institutions	Total cost of the Business (BTN)
	Name: Amount: Name: Amount:	
Additional fund to be received from other sources:	Owner's contribution (BTN):	
Name: Amount: Name: Amount:		

IV. Executive Summary of the Project

1	Project Description (Less than 800 words, tell us about your business or project plan.)

Loden Foundation is a registered Civil Society Organisation (CSO) in Bhutan under the Civil Society Organisations Authority (CSOA), established to foster a happy and enlightened society by promoting education, social entrepreneurship and Bhutan's culture and traditions since 1999.



2	Explain how your business has an impact on the following areas:
	Social:
	Environment:
	Culture:
	National Economy:

V. Vision, Mission, Objectives, Key to success

1	State your business objective mission, vision, goal etc.
2	What are the Key Success factors of your Business? What unique factors does your company have that differentiates you from other comparable businesses?



VI. Product/service overview

Provide brief information about your service/product line and its uniqueness, potential benefits to the customers, pricing strategy, how it is to be sold etc. This section is expected to give a quick overview of the service/product line. You should keep it precise. (max. 500 words)

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VII. Market Analysis

Brief analysis of any political, economic, social, technological and legal factors	
Competitors	
Target Customers (who and why?)	
Key suppliers, you need to develop relationships with	



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<p>Marketing and promotional strategies (mention your marketing & promotional plan, sales and distribution plans briefly within 300 words).</p>	
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VIII. Legal Requirements

Mention the type of company ownership such as sole proprietorship, partnership business, private limited company etc. Also, the company registration process and requirements, such as the need for any licenses, should be featured explicitly; this is the starting point for any venture.
(Max. 200 words)



IX. Operational/Work Plan

- Work Plan (Provide major activities and mark months and quarters in which you plan to carry them out. Add a new row if you need more.)

Planned Activity	1st Month	2nd Month	3rd Month	Quarter 2	Quarter 3	Quarter 4
1.						
2.						
3.						
4.						
5.						
6.						
7.						

X. Human Resources (Provide a clear list of people who will be involved in the project with their responsibilities. Add new rows if you need more)

Sl. No	Name of Employees	Position/Role	Number of people	Salary/month.
Total salary				



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XI. Growth Analysis: How do you plan to grow your company sustainably? (Max.100 words)

XII. FINANCIAL PLANNING

1. ***Profit and loss*** (Please insert profit and loss separately)

2. ***Balance sheet*** (Please insert Balance sheet separately)



XIII. Financial Projection (Give a projection of the quantity of products and services [in blue cells] and/or their monetary value [in white cells] under the timeline).

Results	Quarter 2	Quarter 3	Quarter 4	Quarter 5	Quarter 6	Quarter 7	Quarter 8
1.							
2.							
3.							
4.							
5.							



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XIV. Special needs:

1. Disability:
2. Minority
3. Others, specify:

(If you fall in the above-mentioned group, you will be given extra weightage)



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Annexures:

- A. Personal statement explaining why you are interested in the chosen business
(200-300 words):



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B. Attach your full Curriculum Vitae (CV) here:

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C. Attach your Credit Information Bureau (CIB) report here. If married, you also need to submit your spouse's CIB:



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D. Attach your Citizenship Identity Card or any other identities here to proof as Bhutanese:



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Submitted by:

(Signature with legal stamp):

Name:

CID #:

Contact number:

Submission Date:

Document checklist (Please tick):

1. Business Proposal Template []
2. Business Plan Submission Form []
3. Curriculum Vitae (CV) []
4. Personal Statement []
5. Latest CIB report (if married, submit spouse's CIB as well) []
6. Citizen Identity Card (CID) copy []

Declaration: *I hereby confirm that I have not been convicted by any court of law. If the submitted testimonials and certificates, or any of the facts stated above are found to be false or misrepresented, Loden Foundation will dismiss my application and disqualify my candidature at any stage of selection. I will be liable for termination even after being selected, as well as be subjected to other legal actions.*