

Key Enablers checklist – Finance

Getting your finances in order

This checklist provides a list of questions designed to help you start planning your recovery and resumption and the best use of resources.

Do you have an understanding of your organisation's financial health and is it prepared for resumption?				
	Yes	No	Not Sure	Comments
Budgets				
Have you developed interim budgets for the short to medium term?				
Do you have adequate cash to cover payments in the next few months?				
Do you have access to cash reserves you can call upon for a short period of time?				
Have you considered additional cost-saving measures (e.g. payment terms with suppliers)?				
Are there ways you can make your business more efficient?				
Are there elements of your business that you should discontinue to preserve cash flow?				
Is there a new way of operating your business and how does this impact your cash flow?				
Have you undertaken "what if" scenarios in your forecasts to measure how your organisation could be impacted by a new and unexpected event?				
Funding				
Does the business have existing lines of credit and can these be accessed to fund the short to medium term?				
Do you have bank overdrafts or loans? If so, are these still available?				
Have you spoken to your bank about increasing your overdraft limits or for a loan repayment holiday?				
Have you looked for other funding sources?				
Assistance				
Do you need to get expert advice and direction to help with your financial position?				
Is there government or sector funding support or grants that you can access?				
Are you eligible to access any economic stimulus packages or relief programs available?				