



Oifig
Fiontair
Áitiúil

Local
Enterprise
Office

APPLICATION FORM FOR FEASIBILITY / INNOVATION GRANT



Freedom of Information

The Local Enterprise Office will not release any information received as part of this application except as may be required by law, including the Freedom of Information Acts 1997 and 2003. In the event of a Freedom of Information request, the client will be given reasonable advance notice in order to contest such disclosure.

Data Protection

Any personal information which you provide to the Local Enterprise Office will be obtained and processed in compliance with the Data Protection Acts 1988 & 2003. The information in this Application Form will be used by the Local Enterprise Office in the processing of your application and for ongoing administrative purposes between you and your Local Enterprise Office.

Note

Beneficiaries of grant aid should note that the acceptance of funding is an acceptance of their inclusion in the list of beneficiaries under Article 7[2] of the Implementation Regulation [EC] No 1828/2006. This list can be accessed on Border Midland & Western and Southern & Eastern Regional Assembly websites.



...Let's talk business



All questions marked with an asterisk [*] are mandatory

1. CONTACT DETAILS

Primary Contact Details

Gender*

Prefix [Mr. Mrs. etc.]*

First Name*

Last Name*

Tax No.*

Address*

Telephone* Mobile*

If the applicant details are the same as the primary contact details please tick the box ☐ If not, please give contact details:

Applicant Contact Details (if different from Primary Contact Details)

Gender*

Prefix [Mr. Mrs. etc.]*

First Name*

Last Name*

Tax No.*

Address*

Telephone* Mobile*

3. APPLICANT DETAILS

[Please tick]

Business Name*			
Stage of Business* [please tick box]	Pre-Start Up <input type="checkbox"/>	Start Up [<18 mths] <input type="checkbox"/>	Growth [>18 mths] <input type="checkbox"/>
Date Trading Commenced*			

Applicant Type*

[Please tick]

Sole Trader / Individual	<input type="checkbox"/>	
Company	<input type="checkbox"/>	CRO No.
Partnership	<input type="checkbox"/>	
Community Group	<input type="checkbox"/>	
Cooperative	<input type="checkbox"/>	

4. PREVIOUS STATUS OF PROMOTER*

[Please tick]

Self Employed <input type="checkbox"/>	Employed <input type="checkbox"/>	Un-Employed <input type="checkbox"/>	Training / Education <input type="checkbox"/>
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5. PROJECT DETAILS

What type of business are you involved in / plan to be involved in?*

[Please see page 8 for qualifying businesses in each sector]

Please tick and detail in the box below:

Business Services <input type="checkbox"/>	
Clothing & Fashion <input type="checkbox"/>	
Communications, Media & Entertainment Services <input type="checkbox"/>	
Consumer Services <input type="checkbox"/>	
Craft <input type="checkbox"/>	
Electronics <input type="checkbox"/>	
Engineering <input type="checkbox"/>	
Environment / Green Technologies <input type="checkbox"/>	
Food Manufacturing & Processing <input type="checkbox"/>	
Food Primary Sectors <input type="checkbox"/>	
Furniture / Light Consumer Goods Manufacture <input type="checkbox"/>	
Manufacturing Other <input type="checkbox"/>	
Medical Devices Manufacture <input type="checkbox"/>	
Packaging Manufacturing <input type="checkbox"/>	
Software / IT <input type="checkbox"/>	
Other <input type="checkbox"/>	

Please Describe Your Business / Proposed Business*

5. ESTIMATED JOB POTENTIAL IF FEASIBLE*

[Including the applicants]

Current

	Full-time	Part-time
Male		
Female		
Total		

Potential Year 1

	Full-time	Part-time
Total		

6. INVESTMENT COSTS*

Grant Details

Estimated Expenditure	
Own Labour Research	
Consultancy Fees	
Prototype Costs / Innovation Costs	
Miscellaneous Costs	
TOTAL	
How do you propose to fund the study*	
Investment in project from own resources	
Investment in project financed from borrowings	
Amount of Grant Assistance sought [max. 50% S&E-60%BMW]	
Other	
TOTAL INVESTMENT IN PROJECT	

7. GRANT HISTORY*

[Please tick]

A. Will this project proceed without grant assistance? [please tick]

Yes ☐ No ☐

B. Has the business or any of its promoters been in receipt of any other State Supports or EU supports? [please tick]

Yes ☐ No ☐

C. If YES above please give details including the date, amount and the purpose of the grant:

Other Grants Provider	Date	Amount	Purpose

8. ADDITIONAL INFORMATION

(Please tick)

A.

This application may have to be referred to other Agencies [on a confidential basis] as part of the Local Enterprise Office’s processing procedure. Do you consent to this?*

[please tick]

Yes

No

B.

Are you [or the company] registered for VAT? [please tick] [Tax clearance certificates and C2 Certification is required for all claims / payments in excess of €10,000 if approved. For Payments in excess of €6,350 a tax declaration will be required].*

Yes

No

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Other Supporting Information

Please attach the following as appropriate [tick items attached]:

1. Curriculum Vitae

2. Quotations

3. Certificate of Incorporation or Company Registration No. [company only]

4. Certified Accounts [in case of existing businesses]

5. Photographs [if appropriate]

6. Other [please specify]

9. SIGNATURE*

I hereby declare that the details given in this application, together with any supplementary information supplied are true and accurate

Signed

Date

Signed

Date

Signed

Date

Please Note

Application form and supporting information to be signed and returned to the Local Enterprise Office.

Contact details can be found at the end of this application form.

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APPLICATION FORM FOR FEASIBILITY / INNOVATION GRANT

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APPENDIX 1

Application Check List

Application form completed	
Application signed and dated	
Additional Information	
Your own technical / administrative qualifications [CV]	
Quotations	
Certified Accounts [in case of existing businesses]	
Confirmation of Grant Aid sought from other Agencies	
Certificate of Incorporation [Companies Only]	

REMEMBER INSUFFICIENT INFORMATION WILL RESULT IN DELAYS

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APPENDIX 2

Application Check List

Business Services	Services provided to other businesses
Clothing & Fashion	Design and manufacture of clothing / fashion
Communications, Media & Entertainment Services	Digital media, wireless communications, broadband, animation, e-learning, media & entertainment.
Consumer Services	Services provided to other consumers / general public
Craft	Manufacture craft products
Electronics	Manufacture of components / sub supply
Engineering	Manufacture aerospace, agricultural machinery, automotive, tanks & vessels, tool making & plastics
Environment / Green Technologies	Manufacturing & delivery of environmental / services / products and green technologies
Food Manufacturing & Processing	Manufacture and processing of food
Food Primary Sectors	Primary production of food
Furniture / Light Consumer Goods Manufacture	Manufacture of light consumer products
Medical Devices Manufacture	Manufacture of medical devices
Manufacturing Other	Other manufacture not classified above
Packaging Manufacturing	Packaging manufacture
Software / IT	Development & delivery of software & IT services. E-Commerce.

CONTACT DETAILS