

## ÚDARÁS NA GAELTACHTA

### *Application for grant aid towards consultancy services to facilitate long term development.*

#### KEY POINTS TO NOTE

1. All the information requested on this form is needed to enable An tÚdarás to properly evaluate this grant request.
2. An tÚdarás is subject to the Freedom of Information Act 1997.
3. No expenditure in connection with this grant application should be undertaken until approval of the grant concerned is confirmed in writing and is part of an agreement between the client and An tÚdarás.
4. The Development Executive dealing with the application will be happy to assist the client in filling in the grant application but he/she will have no responsibility for the accuracy of the application nor will his/ her involvement in this assistance imply that the grant requested will be approved.
5. An tÚdarás may require further information from the applicant to expand on the answers given in this form.
6. Unless informed to the contrary An tÚdarás will assume that no other applications have been made to any other State bodies for support for this particular project nor are there any such requests in the process of being made or intended to be made.
7. If the promoter of this project, or any of the principals, were ever declared bankrupt or were responsible in any way for the closure of a company, leading to non-payment of creditors, this should be disclosed.
8. CV's of the principals(s) / promoter(s) / proposed senior management should be appended.
9. In assessing an application for funding it may be necessary for An tÚdarás to make relevant enquiries through banks or other agencies.
10. See back for additional notes/conditions.
11. Round to nearest Euro.
12. **The completion and acceptance of this form should not be construed as an entitlement to a grant or a presumption that it will be approved.**

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## Introduction to Project

CPIS Enquiry/Client No: \_\_\_\_\_ / \_\_\_\_\_

NACE Code: \_\_\_\_\_

*(Office use)*

(a) Project Name: \_\_\_\_\_

(b) Brief initial description of the proposed project:

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(c) Project location: \_\_\_\_\_

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(d) Name of Applicant: \_\_\_\_\_

\_\_\_\_\_

(e) Main contact for project \_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile: \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

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## Information on Client/Principals

(a) Name: \_\_\_\_\_ Role in Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PPS No.: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mobile: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Website: \_\_\_\_\_

**Competency in Irish**

None  Weak  Fair  Fluent  Native

Will do Irish course if required: Yes  No

(b) Name: \_\_\_\_\_ Role in Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

PPS No.: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mobile: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Website: \_\_\_\_\_

**Competency in Irish**

None  Weak  Fair  Fluent  Native

Will do Irish course if required: Yes  No

(c) Name: \_\_\_\_\_ Role in Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

PPS No.: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mobile: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Website: \_\_\_\_\_

**Competency in Irish**

None  Weak  Fair  Fluent  Native

Will do Irish course if required: Yes  No

*(CV's to be included)*

**(d) Technical qualifications available to the Company/Project:**

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**(e) Business experience available to the Company/Project:**

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**(f) Main Business Contacts:**

**Bank:** \_\_\_\_\_

**Auditor:** \_\_\_\_\_

**Solicitor:** \_\_\_\_\_

**Business Consultant(s) :** \_\_\_\_\_

**Other:** \_\_\_\_\_

\_\_\_\_\_

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## Trading Status

### *Historical (if any)*

Sole Trader: \_\_\_\_\_ Ltd. Company: \_\_\_\_\_ Not Trading: \_\_\_\_\_

Other (define): \_\_\_\_\_

Trading Name: \_\_\_\_\_ Name Location: \_\_\_\_\_

Partners/Directors: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Latest Audit/Balance Sheet as at (date) \_\_\_\_\_ Attached: Yes  No

Tax Clearance Certificate to (date) \_\_\_\_\_ Available: Yes  No

### **Indicate current numbers employed:**

Full Time	Part Time	Seasonal

*Note:*

*Part time = working less than a normal full week throughout the year or less.*

*Seasonal = working a normal week for less than 9 months of the year.*

### *Future (if different from above)*

Sole Trader: \_\_\_\_\_ Ltd. Company: \_\_\_\_\_

Other (Define): \_\_\_\_\_

Trading Name: \_\_\_\_\_ Name Location: \_\_\_\_\_

Partners/Directors: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



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## Project Costings Summary

Item	Cost €
<b>Costs</b>	
(1) Consultancy Total Cost	_____
_____	_____
_____	_____
_____	_____
_____	_____
<b>Total</b>	
<b>Source of Funds</b>	
(2) Own Funds	_____
(3) Borrowing	_____
(4) State Aid	_____
(5) Other	_____
_____	_____
_____	_____
<b>Total</b>	

### Consultancy details

Item	Cost €
(a) No. of days _____	_____
Cost per day _____	_____
(b) Other Items	_____
_____	_____
_____	_____
_____	_____
_____	_____
<b>Total</b>	







**FR11*****Consultancy Services Grant (SMEs only)*****Nature of Project**

- To assist SMEs by providing support towards the cost of obtaining specific external consultancy expertise to facilitate their long term development. Excludes Research and Development (R & D) and Training consultancy (covered elsewhere).

**Eligible Cost base**

- The cost of the consultant.

**State Aid Limits**

- The maximum rate of 50% gross of eligible cost applies to all areas, i.e. Border Mid West (BMW) + South East (S & E) regions.

**Can be combined with**

- Not applicable.

**Conditions**

1. Terms of reference to be agreed.
2. Study to be completed and/or programme implemented.
3. Cannot be used for periodic or continuous activities nor for supporting a firm's operating expenses.

**Exclusions**

- Does not apply to synthetic fibres, motor vehicles and Annex 1 products. Therefore excludes Aquaculture and Food/Fish.

**Applicable European Union Guidelines**

- Community Guidelines on State Aid for SMEs. (SMEs)

**Maximum European Union aid limit per project**

- €200,000 per firm up to end 2006, as per notification to the European Union.