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| **SECTION 1- BUSINESS INFORMATION** | | | | | |
| **Business Name** | | **Trading As** | | | **Legal Entity** |
|  | |  | | |  |
| **Business Contact Details** | | | | | |
| **Name of Business owner** |  | | **Position/ Role** |  | |
| **Business Address** |  | | **Office Phone** |  | |
| **Mobile** |  | |
| **County** |  | | **Email** |  | |
| **Postcode** |  | | **Website** |  | |

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| **Business Data** | | | | | | | |
| **Year Established** | |  | | **Current number of Employees/ FTE’s** | |  | |
| **Company Registration No.** | |  | | **VAT Number** | |  | |
| **How did you hear about the TAV?** | | |  | | | | |
| **FOR ROI Businesses- and only where applicable** | | | | | | | |
| **Are your Tax affairs in Order?** | **Have you an up to date Tax Clearance Certificate?** | | | | **Applicant PPSN/tax Reference No.** | | **Access Number** |
| **Yes/ No** | **Yes/No** | | | |  | |  |

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| **SECTION 2-ABOUT YOUR BUSINESS**  **This is your opportunity to tell us about your business. Please provide sufficient but concise information to enable the ITI Assessment Panel to understand your business.** | | | |
| **Is your business manufacturing?** | **Yes/ No** | **Or providing a tradeable service?** | **Yes/No** |
| **Please describe in detail what your business does and what product/s or service/s you sell?** | | | |
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| **Who are your key current CUSTOMERS?** Please provide a generic/ sectoral list of customers in both your home and cross border (if already exporting) markets. | | | |
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| **Who are your main COMPETITORS in your home market?** Please provide a list. | | | |
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| **Who manages your business and what skills and expertise do they have?** | | | |
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| **SECTION 3-FINANCIAL INFORMATION**  **InterTradeIreland may request submission of Financial Accounts to support this information** | | | | | |
| **Please complete all sections in full.** | | | | | |
|  | **Last Full Financial Year** | **Current Year to Date** | **Current to End of Year (Projected)** | | |
| **Date from/to** |  |  |  | | |
| **Turnover £/€** |  |  |  | | |
| **Net Profit/ Loss £/€** |  |  |  | | |
| **Cross Border Sales %** |  |  |  | | |
| **SECTION 4- ABOUT YOUR PROPOSED TAV PROJECT**  **We want to help you focus your TAV application to improve its chance of success.** | | | | | |
| **Please specify which product/ service will be the focus of the TAV project?** | | | | | |
|  | | | | | |
| **What is the current proportion of overall business revenue generated by this product/service?** | | | | | **% (approx.)** |
| **Why do you see an opportunity for this product/ service in the cross border market?** | | | | | |
|  | | | | | |
| **Which NEW cross border CUSTOMERS or sectors do you propose to target?** Please provide a list and explain why you wish to target these specifically. | | | | | |
|  | | | | | |
| **TAV Project Plan**  **Please indicate which ONE of the following issues you need advice with.** | | | | | |
| |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | **An export readiness assessment** | **An assessment of sales capability and skills** | **Development of sales/ marketing plan** | **Advice on sales/ marketing material** | **Assistance with identifying new customers/ sales leads** | **Supply Chain Management** | **Sourcing** | **Business Strategy** | |  |  |  |  |  |  |  |  | | | | | | |
| **Please provide a detailed outline of the issue to be resolved under the TAV support project.** | | | | | |
|  | | | | | |
| **What specific skills, knowledge or expertise will resolve your issue?** | | | | | |
|  | | | | | |
| **What is the expected future business benefit from the advice delivered through the TAV project?** | | | | | |
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| **Have you already identified an approved ITI Advisor? If so, please provide the name below.** | | | | | |
|  | | | | | |
| **Have you worked with this advisor previously? If so, please provide specific details and dates below.** | | | | | |
|  | | | | | |
| **Who will be your main direct COMPETITORS in the new cross border market?** Please provide a list. | | | | | |
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| **Please explain how your product/ service differs from that of your competitors as listed above?**  I.e. What is your competitive advantage or USP (unique selling point)? | | | | | |
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| **SECTION 5- OTHER AGENCY INVOLVEMENT**  **As part of our assessment process we may contact other agencies for their feedback on your business.** | | | | | | |
| **Northern Ireland Business** | | | **ROI Business** | | | |
| **Invest NI** | Yes/No | | **Enterprise Ireland** | | | Yes/ No |
| **Client Exec. Name** |  | | **Dev. Advisor Name** | | |  |
| **Client Exec. email** |  | | **Dev. Advisor email** | | |  |
| **Other Agency Involvement e.g. Udaras na Gaeltachta/ Enterprise Agency/ LEO** | | | | | | |
| **Agency Contact Name:** | |  | | **Email:** |  | |
| **Has your business either past or presently been in receipt of any other supports from InterTradeIreland?**  **If yes please detail below.** | | | | | | |
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| **SECTION 6- STATE AID/SUBSIDY CONTROL DECLARATION**  **All applicants must complete this section** |

The UK and Ireland must comply with international obligations on subsidies they provide.

For **Ireland,** this means complying with the **EU’s State aid rules.**

For the **UK**, this means either complying with the UK’s subsidy control regime, or where applicable the EU State aid rules.

Article 10 of the NI Protocol[[1]](#footnote-1) provides that **EU State aid rules** will continue to apply in respect of measures which affect trade in goods between NI and the EU (including the production of and trade in agricultural products) and the production of wholesale electricity in NI (i.e. measures impacting on the Single Electricity Market)**.**

**NI Companies only** - To determine which subsidy control regime rules apply (i.e. the EU’s State aid rules or the UK’s subsidy control regime), we need to know whether your company manufactures or trades in goods that might be traded into the EU Single Market or only provides services (which have no effect on the trading of goods).

For the purpose of State aid/ UK subsidy control – in order to be classified as a Service company **ALL** the company’s activity must be in the Services sector – i.e. the company does not manufacture or trade in goods with the EU, or engage in an activity relating to the production of a good.

Please consider the following question carefully as this will determine which subsidy control regime applies and if you answer incorrectly this could result in your business receiving too much funding which later give could rise to this being recovered with interest.

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| --- | --- |
| Is **all** of your company’s business activity in the services sector? I.e. it does not manufacture or trade in goods with the EU, and does not engage in activities relating to the production of a good. | Yes No |

For information on services classification click on this link: [World Trade Organisation](https://protect-eu.mimecast.com/s/gKP8CAxxC9WpqIGRUdV?domain=wto.org)

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| **Declaration of EU ‘de minimis’ / Minimal Financial Assistance subsidy received by the business** | | | | |
| The Trade Accelerator Voucher provides either ‘de minimis’ aid (in accordance with the EU’s *De Minimis* Regulation (EC) No 1407/2013 of 18 December 2013, OJ L 352) or a minimal financial assistance (MFA) subsidy as provided for in accordance with Article 364(4) of the *EU-UK Trade and Cooperation Agreement* (TCA) and as set out in clause 36(1) of Chapter 2 of the *Subsidy Control Bill[[2]](#footnote-2).*  As required by EU’s ‘de minimis’ Regulation and UK guidance on the TCA, the business must provide InterTradeIreland with details of all other *De Minimis* aid received in the current and previous 2 financial years and, if applicable, the amounts of any MFA subsidies provided for in Article 364(4) of the subsidy control chapter of the TCA and set out in clause 36(1) of Chapter 2 of the *Subsidy Control Bill* for the same time period.  A false declaration by a business resulting in the EU ‘de minimis’ maximum of €200,000 being exceeded (or £315,000 in the case where the TCA applies) could later give rise to the aid being recovered with interest.  Has your company received aid that was classed as EU *De minimis* or an MFA subsidy provided in accordance with Article 364(4) of the *TCA* and as set out in clause 36(1) of Chapter 2 of the *Subsidy Control Bill* in the current and previous 2 accounting years[[3]](#footnote-3)? If ‘Yes’, please provide details in the table below:-  Please provide details including the ‘Name of the Grant / Aid scheme’, the Awarding Body, the ‘Amount(s) Received’ and the ‘Dates received’. Please note only EU ‘de minimis’ aid or MFA subsidies need to be declared. If you are not sure whether the award is EU ‘de minimis’ aid or MFA subsidy please check with the Awarding Body. | | | | |
| **Type of Aid Approved & Awarding Body** | | **Amount £/€** | | **Date** |
|  | |  | |  |
|  | |  | |  |
|  | |  | |  |
| **TOTAL** | |  | |  |
| **Signed:** | **Position in business:** | | **Date:** | |
|  |  | |  | |

**Eligibility Criteria:**

* Applications must be from a small business (10 employees or less) with an annual turnover not exceeding €2m/£1.7m.
* The business must have a satisfactory trading record (we reserve the right to request submission of Financial Accounts for the business).
* The assistance requested must relate to a cross border issue
* If already trading in the opposite jurisdiction, the value of this trade must not exceed 30% of your total turnover *(applicable to marketing advice).*
* You must be a manufacturing or internationally tradeable service company.
* You must have a sufficiently unique product not to displace existing products in the target marketplace.

**Exclusions:**

Small businesses involved in distribution (Re-sellers), transportation, agricultural and retail sectors are excluded in line with specific State Aid guidelines.

**Appeals Process**

For details of the InterTradeIreland Appeal’s Process, please refer to [www.intertradeireland.com](http://www.intertradeireland.com)

**Terms & Conditions**

1. Applications will only be accepted from companies with 10 employees or less.
2. Assistance requested must relate to cross border trade and business.
3. Applications from companies aspiring to do business within the other jurisdiction for the first time are particularly welcome.
4. A company may only have one ‘active’ Voucher at any point in time.
5. There is a limited budget for the Trade Accelerator Voucher Scheme, and InterTradeIreland reserve the right to fund only those applications, which, in the opinion of InterTradeIreland, best meet the objectives of the scheme. Consequently, satisfaction of the eligibility criteria for the scheme does not guarantee that an application will be successful. The decision in the award of the Trade Accelerator Vouchers will be final and no discussions will be entered into with third parties.
6. The Trade Accelerator Vouchers are non-transferable.
7. The Voucher is provided under either ‘de minimis’ aid (in accordance with the EU’s *De Minimis* Regulation (EC) No 1407/2013 of 18 December 2013, OJ L 352) or a minimal financial assistance (MFA) subsidy as provided for in accordance with Article 364(4) of the *EU-UK Trade and Cooperation Agreement* (TCA) and as set out in clause 36(1) of Chapter 2 of the *Subsidy Control Bill[[4]](#footnote-4).* See details above.
8. Company registration numbers may be checked on the Companies House WebCHeck website at [www.companieshouse.gov.uk](http://www.companieshouse.gov.uk/) or with the Company Registration Office at [www.cro.ie](http://www.cro.ie).
9. Companies participating in this Programme acknowledge that their client/professional relationship shall be strictly between the Provider selected by the Company. InterTradeIreland shall not be responsible for any costs or expenses of the company other than those payable by it pursuant to a Voucher. InterTradeIreland assumes no duty of care towards any company, nor shall it have any liability whatsoever or howsoever arising in connection with the appointment by the company of a Provider (including without limitation for any loss or damage incurred in connection with advice received from a Provider).
10. Submission of this application shall constitute an acknowledgement of the business’s acceptance of these terms and conditions.

1. <https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/840230/Revised_Protocol_to_the_Withdrawal_Agreement.pdf> [↑](#footnote-ref-1)
2. https://bills.parliament.uk/publications/44386/documents/1154 [↑](#footnote-ref-2)
3. You will only have received a Minimal Financial Assistance subsidy from 1 January 2021 when the TCA came into effect [↑](#footnote-ref-3)
4. https://bills.parliament.uk/publications/44386/documents/1154 [↑](#footnote-ref-4)