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| **Donegal Expression of Interest: LEAN for Micro 2020** |
| **Applicant Name:** |   |
| **Company name:** |   |
| **Company address:** |   |
| **Telephone:** |   |
| **Mobile:** |   |
| **Email:** |   |
| **Website address:** |   |
| **Ownership and Management Structure:** |  |
| **Business type:** Eg. Service, manufacturing etc. |   |
| **Year business was established** |   |
| **How long has the business been trading?** |   |
|  |  |
|  |  | Previous Yr. |  | Current Yr. |  | Projected 12 months |
| **Turnover (€)** |   |   |   |
| **Staff numbers** |  |  |  |
| - Full time |  |  |  |
| - Part-time |   |   |   |
|  |  |  |  |

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| **Description of your Business's Products / Services (150 words max)** |
| *Overview of your businesses activities whether related to the project or not* |
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| **What would you hope to achieve with LEAN for Micro:**  |

**Format of Delivery:**

There are two options available. Please indicate which format you would like to be considered for:

**1: LEAN for Micro Programme**: Donegal LEO will appoint a consultant to you as part of the LEAN for Micro Programme. ***The direct cost to the business is €450.00***, which must be paid in advance of the work commencing.

Tick the box if this is preferred option:

**Or**

**2: Self Appoint Consultant** – The approved business can appoint a consultant from the *Enterprise Ireland LEAN consultant directory* to complete the LEAN project in an agreed format with the Donegal LEO. The business pays the full amount of the assignment up to a max of €5000 (Incl. of VAT) and reclaims the cost upon completion and submission of the required documents to a level of 90% of the cost incurred. ***This must be approved the Donegal LEO before the consultant is formally appointed.***

Tick the box if this is preferred option:

|  |  |
| --- | --- |
| **Name of Proposed Consultant/Consultancy** |  |
| **Rationale for Selection** |  |
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The Local Enterprise Office is committed to its transparency obligations under the General Data Protection Regulation (GDPR). Our data protection notice for personal data that is supplied to us by our clients is available at [**www.localenterprise.ie/legal**](http://www.localenterprise.ie/legal) **.** This notice contains important information about how we process personal data that is supplied to us by clients. We request that you read the notice carefully and that you ensure that it is made available to any data subjects (e.g. your employees) whose personal data you provide to us.

By ticking “I agree”, you confirm that: (a) you have complied with your own data protection obligations in respect of the personal data that you supply to us and that you are entitled to disclose such personal data to us; and (b) you will ensure that a copy of our data protection notice is sent to data subjects (e.g. your employees) whose personal data you provide to us. (Please tick)

I agree[ ]

Information will not be released 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.

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