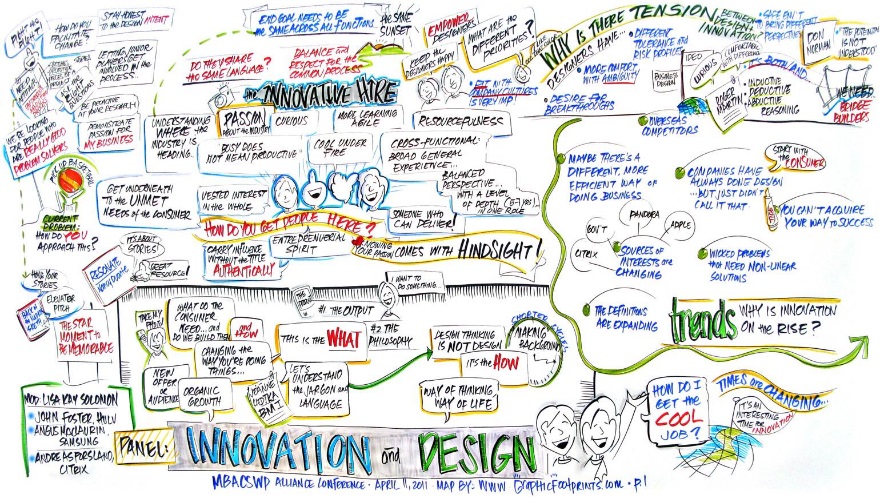
**LEAP Programme – 2017/2018**

**Application Form**

*“For entrepreneurs who want to develop an idea*

*and take a business to the next level”*



LEAP is a free programme with limited places.

|  |  |
| --- | --- |
| **Closing Date for Applications:** | ***12noon Monday 21st August 2017*** |
| **Date for Interview:** | ***Friday 25th August 2017*** |

Please return by email to:

[derek.blackweir@lit.ie](mailto:derek.blackweir@lit.ie)

QUESTUM Acceleration Centre, Ballingarrane Science and Technology Park,

Ballingarrane, Clonmel, Co. Tipperary E91 V239

[derek.blackweir@lit.ie](mailto:derek.blackweir@lit.ie)

Tel: +353 (0)504 28027 Mob: +353 (0)86 046 8946

GPS: 52.357367 -7.741703 / N 52° 21' 26.521" W 7° 44' 30.13"

**Personal Details**

|  |  |  |
| --- | --- | --- |
| Title | First Name | Last Name |
|  |  |  |

|  |  |
| --- | --- |
| Permanent Address | Correspondence Address (if different) |
|  |  |

|  |  |  |
| --- | --- | --- |
| Email Address | Mobile Number | PPS Number |
|  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Do you have a criminal record or there any circumstances (legal or other) which may prevent you from participating on the programme or from establishing a business?  If YES, please give details: | YES |  | NO |  |
|  | | | |

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**Education - Track Record – Work Experience**

EDUCATION

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Dates | | College/University Attended | Name of Programme | Indicate Full or Part Time | Award eg BSc BA MSc PhD |
| From | To |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

PROFESSIONAL MEMBERSHIP

|  |  |  |  |
| --- | --- | --- | --- |
| Dates | | Name of Professional Body | Level of Membership |
| From | To |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

PREVIOUS ENTERPRISE PROGRAMMES

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Have you participated on other enterprise development programmes?  IF YES, please give details: | YES |  | NO |  |
|  | | | |

TRACK RECORD

|  |
| --- |
| Briefly outline your track record and relevant experience in as a business founder/promoter in the sector you want to work in or other sector: |
|  |

WORK EXPERIENCE

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Dates | | Employers Name & Address | Position Held | Brief Outline of Key Responsibilities |
| From | To |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

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**Business Details**

|  |  |  |
| --- | --- | --- |
| Business/Company Name | CRO Number (if applicable) | Date Incorporated |
|  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Identify what stage of development your product/service is currently at: | Ideation |  | Minimum Viable Product |  |
| Market Research In Progress |  | Market Trials |  |
| Market Research Completed |  | Business Plan Completed |  |

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**Business Proposition**

|  |
| --- |
| Provide a concise non-technical description of your product/service – what problem are you addressing and what is your solution. Max 1,500 words – can also submit a preliminary business plan. |
|  |

|  |
| --- |
| Briefly describe the market opportunity you’ve identified for your product/service |
|  |

|  |
| --- |
| Briefly describe your target market and what benefit your product/service offers them? |
|  |

|  |
| --- |
| Briefly explain how you plan to differentiate your product/service from competitors? |
|  |

|  |
| --- |
| What are the main goals to be achieved over the duration of LEAP, to progress your business/idea |
|  |

|  |
| --- |
| Where do you see your business in 3 years time? |
|  |

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**References**

Please provide two references (one personal and one employment/education). LIT reserve the right to contact these referees directly.

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Employer | Address & Phone Number | Position / Title |
|  |  |  |  |
|  |  |  |  |

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**Declaration**

In applying to the LEAP Programme, I declare the particulars given on this form and any supplementary documentation/information are complete and correct.

In signing this application, the candidate grants permission for LIT to share information on this form and any accompanying documentation/information, with those on the LEAP interview panel(s) and potential mentors under non-disclosure agreements.

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature:** |  | **Date:** |  |

Completed application forms should be emailed to [derek.blackweir@lit.ie](mailto:derek.blackweir@lit.ie)

Copies of CV’s can accompany a completed application form but will not be accepted on their own as an application.

Late application forms will not be considered.

|  |  |
| --- | --- |
| **Closing date for applications:** | ***12noon Monday 21st August 2017*** |

All applications will be read and candidates selected for interview as follows:

* Short listing of candidates will be based on the information contained in their completed and submitted application;
* A preliminary interview to a small panel – for exceptional candidates, this may lead directly to an offer to attend the programme;
* A secondary interview consisting of a presentation by candidates to a small panel

For candidates short-listed, interviews will be held on **Friday 25th August 2017** in QUESTUM Acceleration Centre.

All LEAP applicants should be aware of this date, and be prepared to be contacted by email at short notice, to attend an interview.

**Data protection Act 1998 and 2003**

Limerick Institute of Technology is a registered Data Controller and will comply with its obligations under the Data Protection Acts 1998 and 2003 with regard to the dissemination of personal information to any third party.

The Institute may provide statistical information to relevant authorities such as Higher Education Authority (HEA), Quality & Qualifications Ireland (QQI), research collaborators, Enterprise Ireland, IDA, Local Enterprise Offices, Department of Education, Department of Education & Skills, Department of Jobs Enterprise & Innovation, EU Commission and use internally for programme development and marketing purposes.

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***Office Use Only***

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Date Received: |  | | App Ref No: | *LEAP/2017*/ | | Received By: | |  |
| CV Attached/Included: | | | YES | |  | NO | |  |
| Date of Prelim Interview: | | *Fri 25th Aug 17* | | | Panel Members: | |  | |
| Date of Secondary Interview & Presentation: | |  | | | Panel Members: | |  | |
| Comments/Follow-up Actions: | | | | | | | | |
|  | | | | | | | | | | |