

# Restart Grant Plus – a Grant to Reconnect SMEs with their Employees and Customers

## Restart Grant Plus Application Form

Privacy Notice: [Name of local authority] is seeking the information below from you to process your application. The lawful basis for processing this information is:

Article 6(1)(e) of the General Data Protection Regulation

The personal information you provide will be used only for the purposes of submitting and processing your application for Restart Grant Plus funding. It will be necessary to share a high level description of the names and numbers of businesses applying for the grant, the amounts awarded and Covid-19 impact and numbers employed data to the Department of Enterprise, Trade and Employment for reporting purposes. [Name of local authority] undertakes to retain the personal data you supply for no longer than the duration of the Restart Grant Plus Scheme plus a further 5 years.

A detailed description of how [Name of local authority] will address the following data protection issues can be found by accessing the following web page links –

[Name of local authority]'s Data Protection Policy

Details of how you can exercise your rights as a data subject under GDPR

Contact details for [Name of local authority]'s Data Protection Officer

[Name of local authority]'s records retention schedule.

**All questions must be answered. The declaration must be fully completed and signed.**

**The DETE will arrange to carry out spot-checks to ensure compliance with the qualifying criteria (see FAQ 9).**

ID	Your Business	Response	Notes
1	Customer Number	Free text	See FAQ 17
2	Rate Number	Free text	See FAQ 18
3	Company Trading Name	Free text	
4	Company Registered Name	Free text	
5	Revenue Registration Number	Free text	
6	Address of Business Premises	Free text	
7	Address Line 1	Free text	
8	Address Line 2	Free text	
9	Address Line 3	Free text	
10	Eircode	Free Text + Eircode Finder	
11	System Code	N/A	
12	System Code	N/A	
13	Proprietor/Applicant Name	Free text	
14	Position in Company	Free text	
15	Phone Number	Free text	
16	Email Address	Free text	
17	Confirm Email Address	Free text	
18	Account Name	Free text	
19	Bank Details – BIC Number	Free text	
20	IBAN Number	Free text	
21	Bank Statement Header	Document Upload	See FAQ 19

22	Tax Clearance Access Number	Free text	See FAQ 21
<b>Covid19 Impact</b>			
23	Turnover in 2019	€	Must be less than €25m across all branches – see FAQ 9
24	Is there currently any business activity (i.e. fully or partially open or online?)	Yes/No	
25	If the answer to Q24 is yes, give short description of business activity	Free text	
26	If your business closed, what date did it close?	Date	
27	If your business closed, what date did it/will it reopen?	Date	In line with government guidelines
28	What is your estimated value of turnover loss from 1 April to 30th June 2020?	€	
29	What is your estimated % turnover loss from 1 April to 30th June 2020?	%	Must be 25% loss or more for the period – see FAQ 9.
30	Is the business a branch of a company with multiple stores?	Yes/No	
<b>Employment</b>			
31	How many employees were in the business at end February 2020 (full time equivalent number) including staff across all branches.	Free text	Must be between 0 and 250 full time equivalents – see FAQs 9 and 13.
32	How many employees of the business are in receipt of the Temporary Wage Subsidy Scheme (TWSS)?	Free text	
33	How many employees are in receipt of the Pandemic Unemployment Payment (PUP)?	Free text	
<b>Childcare</b>			
34	If your business is in the childcare sector, have you applied for a Reopening Support Payment for the childcare sector from the Department of Children and Youth Affairs?	Yes/No	See FAQ 15.

## DECLARATION

I hereby declare that the business trading as **the trade name outlined in question 3 above** suffered a loss of the amount and percentage of expected turnover to 30th June 2020, **outlined in the response to questions 28 and 29 above**. I confirm that the business will remain open **OR** will reopen on **the date specified in question 27**.

I declare that I intend to retain those employees currently receiving TWSS.

I declare that I have not applied for a Reopening Support Payment for the childcare sector from the Department of Children and Youth Affairs.

**SIGNATURE** (see FAQ 20)

Document upload

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