



BUSINESS ADVICE SERVICE



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Comhairle Cathrach
Bhaile Átha Cliath
Dublin City Council

North West Area
Ballymun - Finglas



BUSINESS ADVICE SERVICE

Ballymun
and
Finglas

The Ballymun Area Office of Dublin City Council has opened a business support service for small businesses in the Northwest Area of the City.



AIM

To help business owners respond to the challenges arising from the pandemic and from Brexit



WHO

Businesses located in the local electoral areas of Ballymun-Finglas-Ballygall can make an application via the Dublin City Council website



HOW

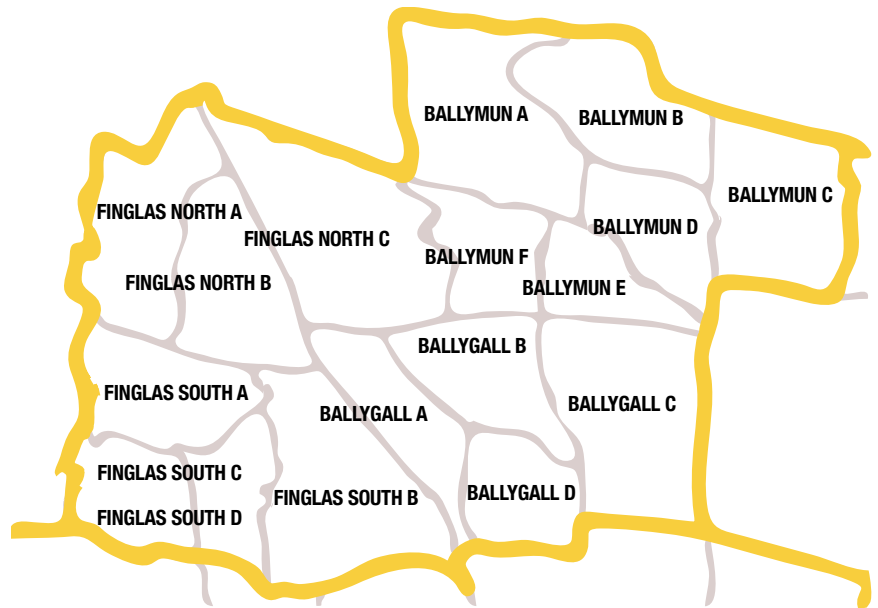
The Ballymun Area office will assign a business mentor who can offer you guidance and advice

The Ballymun Area Office has formed an independent panel of highly qualified business experts. Local business owners can avail of up to 6 hours with one of these experts who may assist in the following key areas:

- Business and Financial planning
- Business strategy
- Performance management
- Sales & Marketing
- Digital marketing
- Advice on funding
- Business organisation
- Eco-Audits
- Information on supports from Government and other business support agencies

Businesses should be located in Dublin City Council's Northwest Area that is the electoral areas of Ballymun-Finglas-Ballygall.

If you are unsure whether your business is located within the catchment area, please contact the local area office of Ballymun 01 222 5610 or Finglas 01 222 5400.



Delivery

Upon receiving your application we will carry out an initial needs assessment over the phone. Then we will assign a mentor from our panel. In light of the Covid-19 restrictions, mentor sessions should take place using online video conferencing platforms such as Zoom, Skype or Microsoft Teams.

- One assignment per business is offered.

Clients are allocated up 6 hours with a mentor that will cover:

- Assignment preparation such as research & gathering information
- A minimum of 24 hours' notice must be given prior to cancellation or postponement of a meeting.
- Assignments must be completed within 3 months

Eligibility criteria

- Business must be operating in the northwest local electoral areas of Ballymun – Finglas - Ballygall.
- Must have an active trading history of a minimum of 2 years and employ between 1 and 50 staff.
- Pre start-ups or very early stage businesses are not eligible for the scheme and should contact LEO Dublin City or the Dublin Northwest Partnership



How can a mentor help?

Our mentors will use their knowledge, skills, insights and entrepreneurial capability to provide practical advice and guidance to you. They will contribute independent, informed observations and advice to aid your decision-making.

What is the role of a business mentor?

- To listen
- To question constructively
- To help clarify business objectives
- To help the business owner identify problems and areas for improvement
- To help the business owner to identify possible solutions
- To share experience and knowledge in a non-directive manner
- To provide structure and context for discussion
- To facilitate the business owner in formulating strategy
- To offer assistance in compiling a business plan

The Mentor may:

- ✓ Propose possible solutions
- ✓ Offer non-directive opinion and advice
- ✓ Point out strengths and weaknesses in proposed projects
- ✓ Act as a confidential sounding board
- ✓ Assist in the preparation of business plans



The Mentor will not:

- ✗ Act as a professional business consultant or coach
- ✗ Become actively involved in the day-to-day management or assume the role of executive or director in the company
- ✗ Do the clients' work for them
- ✗ Discuss your clients or their project with others unless with prior agreement



TO APPLY

- Visit **www.dublincity.ie** and search '*Ballymun Finglas Business Advice Service*'
- The application will be reviewed by a member of our team
- Once assigned, the mentor will contact you within 3 working days
- For further information contact **liam.barry@dublincity.ie** or phone **01 222 5652**

