

DTFF Applicant Support

Strengthen Your DTFF Application
Before Time Runs Out



Flax & Teal Limited

NAVIGATING THE DTFF APPLICATION PROCESS WITH CONFIDENCE



The Digital Transformation Flexible Fund (DTFF) offers Northern Ireland SMEs between £5,000 and £20,000 to invest in advanced digital technologies. Funding calls are competitive and close quickly — delaying could mean missing your opportunity.

We've supported SMEs in all 11 Council areas to prepare strong, compliant applications aligned with DTFF requirements.

Packages Overview (Levels 1 & 2)

1

Application Compliance Check

Best for: Confident applicants wanting reassurance.

Outcome: Reviews your application for compliance and scoring alignment, helping you identify potential gaps.

Includes:

- Professional review of Digital Transformation Plan and documents.
- Verification against DTFF scoring criteria.
- Actionable feedback for you to implement.

£375

2

Application Strengthening Support

Best for: Applicants with a good draft that needs sharpening.

Outcome: Helps refine and develop your application for stronger alignment with DTFF criteria.

Includes:

- Detailed review with rewrite suggestions.
- Guidance on DTFF scoring alignment.
- 1-hour live review call.

£750



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Packages Overview (Levels 3 & 4)

3

Application Writing

Best for: Applicants wanting a funding specialist to take over writing.

Outcome: Produces a professionally drafted application that clearly addresses DTFF requirements.

Includes:

- Kick-off call to capture details.
- Full drafting of the DTP (Criteria 1–3).
- Annex A preparation and compliance checks.
- Two revision cycles.
- Submission of application is done by client.

£1,500

4

Full-Service Application & Project Support

Best for: Time-poor/inexperienced applicants.

Outcome: Manages the process from EOI to submission, ensuring your application meets compliance requirements.

Includes:

- All Level 3 services.
- EOI drafting and submission.
- Procurement management and quote sourcing.
- Full document collation.
- Submission handling and post-award guidance.

£3,000



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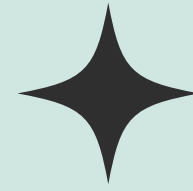
Comparison Table

At-a-Glance: Choose the
Package That Fits Your
Business

Feature	Level 1	Level 2	Level 3	Level 4
DTP Review	✓	✓	✓ (drafting)	✓ (drafting)
Supporting Documents Review	✓	✓	✓	✓
Scoring Alignment Check	✓	✓	✓	✓
Written Feedback Report	✓	✓	–	–
Suggested Rewrites	✗	✓	–	–
Live Review Call	✗	✓	Optional	Optional
Full Application Writing	✗	✗	✓	✓
Annex A Preparation	✗	Guidance	✓	✓
Annex B Check	✓	✓	✓	✓
Procurement Management	✗	✗	Client-supplied quotes only	✓
EOI Support	✗	✗	✗	✓
Quote Sourcing	✗	✗	✗	✓
Submission Handling	✗	✗	Client handles	✓
Timeline Management	✗	✗	Partial	✓
Post-Award Guidance	✗	✗	✓	✓



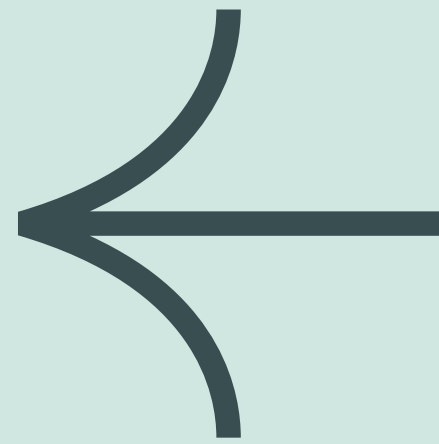
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