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# SERVICES CATALOGUE

The Service Catalogue defines the eligible services, their scope and their financial framework (value of the service).

**SME partnerships applying to the Voucher Call: partnership of one Croatian and one Italian SME selects the coded services around which it builds its joint project, within the financial caps.**

Maximum voucher value per cross-border SME partnership: EUR 36.000,00 (incl. VAT); maximum per SME partner: EUR 18.000,00 (incl. VAT); support intensity 100%; implementation within 180 calendar days.

**Services will be delivered to the partnerships by preselected and eligible service providers.**

A partnership may combine several coded services within ONE Pillar (Pillar 1, 2 or 3), provided the total does not exceed the caps above and that all selected services fall within the responsibility of a single project partner and are covered by a single contracted service provider.

Services are coded LTB-V<voucher>-<number> (e.g. LTB-V1-04).
Each service is described in a standard fiche with:

- type (Advisory / Training / Event participation),
- applicable sectors,
- the needs it satisfies and target SMEs,
- a specific service description without alternative “grey area” formulations,
- quantitative scope,
- deliverables and the method of verification of delivery,
- cross-border added value and impact indicators,
- the financial framework,
- exclusions.

Training services are specified in the format: duration in hours, number of days, delivery mode (in person/online), topics, number of participants per company, and language of delivery.

Each fiche states the delivery conditions, the 180-day delivery window and the terms of delivery.

Each service requires a joint cross-border action of the two partner SMEs (e.g. a joint training session or joint advisory) to ensure the cross-border dimension.

Trade fair and study visit services: participation in trade fairs and trade missions is specific, not generic. Each supported event is included as a separate coded service item with the event name, location, duration, number of participants for the two SMEs, stand/entrance arrangements and B2B meeting targets.

Voucher services can never cover costs of persons or organisations other than the two partner SMEs.

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## Summary matrix of all services

| Pillar 1: Innovation & Technology | | Pillar 2: Skills & Education | | Pillar 3: Internationalisation | |
|---|---|---|---|---|---|
| **Code** | **Service name** | **Code** | **Service name** | **Code** | **Service name** |
| LTB-V1-01 | Digital maturity and process assessment | LTB-V2-01 | Digital skills gap analysis | LTB-V3-01 | International Market Entry Strategy |
| LTB-V1-02 | Digital transformation roadmap | LTB-V2-02 | Training: digital tools and processes in daily operations (sector-adapted) | LTB-V3-02 | Export Readiness Assessment |
| LTB-V1-03 | ERP system introduction support (specification, selection and implementation supervision) | LTB-V2-03 | Workshop: applied artificial intelligence in business operations | LTB-V3-03 | Export Regulatory Compliance Consulting |

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| LTB-V1-04 | CRM system introduction support (specification, selection and implementation supervision) | LTB-V2-04 | Training: cybersecurity awareness and safe digital practices | LTB-V3-04 | Legal and Cross-Border Contractual Assistance |
| LTB-V1-05 | Digital booking and reservation system introduction support | LTB-V2-05 | Mentoring programme: digital transformation for owners and managers | LTB-V3-05 | Cross-Border Partnership Development and Agreement Framework |
| LTB-V1-06 | Digital fleet management system introduction support | LTB-V2-06 | Training: Industry 4.0 technologies | LTB-V3-06 | International Funding Application Support |
| LTB-V1-07 | IoT and smart sensor implementation plan | LTB-V2-07 | Training: advanced shipbuilding technologies and the green shipyard | LTB-V3-07 | Green Finance & International Investment Readiness |
| LTB-V1-08 | Predictive maintenance system specification | LTB-V2-08 | Training: applying marine research and innovation (TRL, IP, university cooperation) | LTB-V3-08 | International Digital Marketing & E-Commerce |
| LTB-V1-09 | Administrative workflow automation plan | LTB-V2-09 | Training: ESG fundamentals for the SME's sector | LTB-V3-09 | International Tourism Marketing & Product Development (incl. study visit) |

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| LTB-V1-10 | Cybersecurity risk assessment and protection plan (incl. GDPR/NIS2 relevance) | LTB-V2-10 | Training: preparing an ESG report and answering bank/customer ESG questionnaires | LTB-V3-10 | Export Compliance for Fish & Seafood Processing |
| LTB-V1-11 | Data governance framework | LTB-V2-11 | Training: carbon footprint management | LTB-V3-11 | Maritime Transport & Logistics Internationalisation Strategy |
| LTB-V1-12 | KPI dashboard specification | LTB-V2-12 | Training: climate risks and adaptation for coastal businesses | LTB-V3-12 | Shipbuilding Market Access & Partnership Strategy |
| LTB-V1-13 | Cross-border interoperability and data exchange blueprint | LTB-V2-13 | Training: energy transition readiness | LTB-V3-13 | International Business Management & Cross-Border Negotiation training |
| LTB-V1-14 | Energy and resource efficiency assessment | LTB-V2-14 | Workshop: circular economy practices | LTB-V3-14 | Salone Nautico Venezia 2027 — collective exhibition |
| LTB-V1-15 | Green transition action plan | LTB-V2-15 | Training: sustainable aquaculture practices | LTB-V3-15 | Individual internationalisation mentoring package |
| LTB-V1-16 | Consumption and emissions monitoring framework | LTB-V2-16 | Training: zero-waste and food-waste reduction in hospitality | LTB-V3-16 | Crofish 2027 (Poreč, HR) — exhibition |

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| LTB-V1-17 | Environmental certification preparation | LTB-V2-17 | Training: food safety and traceability regulations for seafood | LTB-V3-17 | Seafood Expo Global 2027 (Barcelona) — visit |
| LTB-V1-18 | Carbon footprint calculation (organisation level) | LTB-V2-18 | Training: maritime regulatory compliance (SOLAS, MARPOL, IMO instruments) | LTB-V3-18 | World Travel Market London 2027 — visit |
| LTB-V1-19 | Simplified life cycle assessment (product level) | LTB-V2-19 | Training: tourism, consumer protection and data rules for tourism SMEs | LTB-V3-19 | Oceanology International 2028 (London) — visit |
| LTB-V1-20 | Climate resilience and adaptation plan | LTB-V2-20 | Training: preparing for certification audits (quality and sector standards) | LTB-V3-20 | International Boat Show Düsseldorf 2027 — visit |
| LTB-V1-21 | Feasibility study: electric/hybrid propulsion and shore-side electrification | LTB-V2-21 | Training: leadership and change management | | |
| LTB-V1-22 | ESG action plan | LTB-V2-22 | Workshop: business model development | | |

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| LTB-V1-23 | Innovation opportunity assessment and idea portfolio | LTB-V2-23 | Training: innovation management methods (incl. design sprint) | | |
| LTB-V1-24 | New product or service concept development | LTB-V2-24 | Training: project management for SME teams | | |
| LTB-V1-25 | Market and customer validation study | LTB-V2-25 | Training: EU grant applications with project management basics | | |
| LTB-V1-26 | Specification of a minimum viable product (MVP) or pilot solution | LTB-V2-26 | Training: financial management and access to green/sustainable finance | | |
| LTB-V1-27 | Intellectual property protection plan | LTB-V2-27 | Training: international sales competences | | |
| LTB-V1-28 | Digital twin feasibility study and technical specification | LTB-V2-28 | Training: digital marketing skills | | |
| LTB-V1-29 | Automation and robotics business case | LTB-V2-29 | Training: customer experience and intercultural communication | | |

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| LTB-V1-30 | Investment plan for smart marine technologies | LTB-V2-30 | Training: B2B negotiation | | |
| LTB-V1-31 | TRL advancement and innovation funding access plan | LTB-V2-31 | Apprenticeship and work-based learning programme design | | |
| LTB-V1-32 | Material flow analysis | LTB-V2-32 | Training: research methods and data use for SMEs | | |
| LTB-V1-33 | Circular economy action plan | | | | |
| LTB-V1-34 | By-product valorisation business model | | | | |
| LTB-V1-35 | Marine biotechnology valorisation pathway (bio-based materials and marine compounds) | | | | |
| LTB-V1-36 | Digital traceability system introduction support (specification, selection and supervision) | | | | |

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| LTB-V1-37 | Product and packaging eco-design plan | | | | |
| LTB-V1-38 | Seafood processing traceability certification pathway | | | | |
| LTB-V1-39 | Sustainable aquaculture production systems advisory (RAS/IMTA) | | | | |
| LTB-V1-40 | AI-based fish health and growth monitoring - introduction plan | | | | |
| LTB-V1-41 | Ecosystem health monitoring and environmental compliance support | | | | |
| LTB-V1-42 | Autonomous vessel systems and situational awareness advisory | | | | |
| LTB-V1-43 | Smart visitor management system introduction support | | | | |

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| LTB-V1-44 | AR/VR visitor experience design and technical specification | | | | |
| LTB-V1-45 | Geospatial analysis and GIS application support | | | | |
| LTB-V1-46 | AI-based tourism trend and demand forecasting - introduction support | | | | |
| LTB-V1-47 | Coastal and marine water quality monitoring advisory | | | | |
| LTB-V1-48 | Beach environmental quality and visitor pressure assessment | | | | |
| LTB-V1-49 | Strategic planning, monitoring and evaluation framework | | | | |
| LTB-V1-50 | Applied research and business analysis support | | | | |

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# Voucher 1 | Pillar 1: Innovation & Technology

## 1.1 Digitalisation of business and operational processes

### LTB-V1-01 | Digital maturity and process assessment

| Code and Service name | LTB-V1-01 \| Digital maturity and process assessment |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• SMEs in all four sectors have low digitalisation of core processes and no clear digitalisation priorities.<br>• Provides the structured digital needs analysis that must be in place before the partners start joint digital projects.<br>Target SMEs:<br>• SMEs of any sector starting a structured digitalisation effort;<br>• partnerships that need a common baseline before joint digital projects. |
| **Service description** | Structured assessment of the digital maturity of both partner SMEs: mapping of core business and operational processes, of the systems and data currently used, and identification of digitalisation priorities ranked by business impact and feasibility. The assessment covers both companies with a comparative cross-border view. |
| **Scope & quantitative specification** | • On-site/online diagnostic workshops in each SME (min. 1 day per company).<br>• Process mapping of at least 5 core processes per company.<br>• Prioritisation matrix (impact × feasibility) and quick-win identification.<br>• Maximum 6 expert days in total (3 per SME, incl. reporting). |
| **Deliverables & verification of delivery** | Deliverables:<br>• Digital maturity assessment report per SME (baseline scores by process area).<br>• Joint prioritisation matrix with at least 5 ranked digitalisation measures.<br>• Action plan with steps, responsibilities, timeline and cost estimate for the top 3 measures. |

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| | Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>A single comparable baseline for both partners enables joint digital projects and data exchange between the two companies. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-02 | Digital transformation roadmap

| **Code and Service name** | **LTB-V1-02\| Digital transformation roadmap** |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• SMEs in the sector need a concrete digitalisation plan with clear priorities, deadlines and budgets rather than generic advice.<br>Target SMEs:<br>• SMEs that know their weak points and need a concrete, budgeted digitalisation plan; typically combined with LTB-V1-01. |
| **Service description** | Preparation of a company-specific digital transformation roadmap for each partner SME: prioritised initiatives, required resources, indicative |

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| | budgets, responsibilities, milestones and KPIs for a 24–36 month horizon, including the shared/cross-border components of the partnership. |
| **Scope & quantitative specification** | • Working sessions with management of both SMEs (min. 2 per company).<br>• Roadmap covering at least 6 initiatives per company, each with budget range, owner and milestone dates.<br>• KPI set (min. 8 indicators) for progress monitoring.<br>• Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Digital transformation roadmap per SME (24–36 months, budgeted).<br>• Joint partnership roadmap section for shared digital initiatives.<br>• KPI monitoring sheet ready for use in the SMEs' reporting.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>The joint roadmap section aligns the two companies' digital investments so that shared processes (orders, logistics, data exchange) develop compatibly. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-03 | ERP system introduction support (specification, selection and implementation supervision)

| Code and Service name | LTB-V1-03| ERP system introduction support (specification, selection and implementation supervision) |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Fragmented administration and the lack of integrated management of orders, stock, production and finance are common constraints for these SMEs.<br>Target SMEs:<br>• SMEs planning to introduce or replace an ERP (enterprise resource planning) system. |
| **Service description** | End-to-end consultancy support for the introduction of an ERP system: analysis of business requirements, preparation of the functional and technical specification, support in comparing and selecting a market solution, and professional supervision of the implementation performed by the selected vendor. The purchase of the ERP licence and the implementation itself are borne by the SME outside the voucher. |
| **Scope & quantitative specification** | • Requirements analysis workshops covering finance, sales, procurement, stock/production modules.<br>• Functional specification of at least 4 modules per SME, procurement-ready.<br>• Structured comparison of at least 3 market solutions with scoring.<br>• Supervision of vendor implementation kick-off (up to 2 days).<br>• Maximum 10 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• ERP functional and technical specification per SME.<br>• Vendor comparison and selection report.<br>• Implementation supervision plan and kick-off supervision report.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service |

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| | acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Aligned ERP specifications allow the two partners to exchange orders, stock and invoicing data in compatible formats. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 7.500,00 (incl. VAT) per SME |
| **What is not included** | The ERP licence, hosting, development and vendor implementation costs are not eligible. The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-04 | CRM system introduction support (specification, selection and implementation supervision)

| Code and Service name | LTB-V1-04\| CRM system introduction support (specification, selection and implementation supervision) |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Weak structured management of customers and channels reported, particularly in tourism and processing SMEs.<br>Target SMEs:<br>• SMEs introducing a CRM (customer relationship management) system for domestic and international sales. |
| **Service description** | Consultancy support for the introduction of a CRM system: definition of the sales process and customer data model, functional specification, support in selecting a market solution and supervision of the vendor's |

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| | configuration. Licence and configuration costs are borne by the SME outside the voucher. |
| **Scope & quantitative specification** | • Sales process and customer-journey mapping per SME.<br>• CRM functional specification (pipeline stages, data model, integrations, GDPR requirements).<br>• Comparison of at least 3 market CRM solutions with recommendation.<br>• Supervision of initial vendor configuration (1 day).<br>• Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• CRM functional specification per SME.<br>• Solution comparison and selection report.<br>• Configuration supervision note and user adoption plan.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>A common customer data model supports joint international sales activities and shared B2B follow-up of the partnership. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | CRM licences, hosting and vendor configuration costs are not eligible. The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-05 | Digital booking and reservation system introduction support

| Code and Service name | LTB-V1-05| Digital booking and reservation system introduction support |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: Tu (primary); T |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Coastal tourism SMEs need online booking, visitor-flow management and channel integration.<br>Target SMEs:<br>• Tourism, hospitality, marina and passenger-transport SMEs introducing or upgrading a booking/reservation system. |
| **Service description** | Consultancy support for the introduction of a digital booking and reservation system: analysis of the sales and occupancy process, functional specification (booking engine, channel manager, payment integration, reporting), selection support among market solutions and supervision of vendor configuration. |
| **Scope & quantitative specification** | • Occupancy/sales process analysis per SME.<br>• Functional specification incl. channel-manager and payment requirements.<br>• Comparison of at least 3 market solutions with recommendation.<br>• Supervision of initial configuration (1 day). Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Booking system functional specification per SME.<br>• Solution comparison and selection report.<br>• Go-live checklist and staff usage instructions.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner |

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| | performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Enables cross-selling and packaged offers between the two partner SMEs (joint itineraries, combined bookings). |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | Licences, transaction fees and vendor configuration costs are not eligible. The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-06 | Digital fleet management system introduction support

| Code and Service name | LTB-V1-06\| Digital fleet management system introduction support |
|---|---|
| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: T, Tu, R |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Maritime transport and charter SMEs need route optimisation, fuel monitoring and maintenance records.<br>Target SMEs:<br>• SMEs operating vessels (transport, charter, fishing) introducing digital fleet management. |
| **Service description** | Consultancy support for the introduction of a digital fleet management system: analysis of fleet operations, functional specification (vessel tracking, fuel and emissions monitoring, maintenance planning, crew records), selection support and supervision of vendor configuration. |
| **Scope & quantitative specification** | • Fleet operations analysis per SME (min. 1 vessel type each).<br>• Functional specification incl. tracking, fuel/emissions and maintenance modules.<br>• Comparison of at least 3 market solutions. |

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| | • Configuration supervision (1 day). Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Fleet management functional specification per SME.<br>• Solution comparison and selection report.<br>• Implementation and data-migration checklist.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Compatible fleet data allow joint route planning and shared reporting of the partnership's emissions. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | Hardware (trackers, sensors), licences and installation are not eligible. The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-07 | IoT and smart sensor implementation plan

| Code and Service name | LTB-V1-07\| IoT and smart sensor implementation plan |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |

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| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Aquaculture SMEs need IoT monitoring of water quality and fish health; ports and vessels need condition monitoring.<br>Target SMEs:<br>• SMEs planning IoT/sensor deployment in production, farming, vessels, ports or visitor facilities. |
| **Service description** | Preparation of a concrete IoT implementation plan: prioritised use cases, sensor and connectivity requirements, data architecture, supplier landscape with indicative costs, and a phased deployment plan. No procurement, installation or software development is included. |
| **Scope & quantitative specification** | • Use-case workshops per SME; selection of max. 3 priority use cases each.<br>• Technical requirements per use case (sensors, connectivity, power, data platform).<br>• Supplier landscape with at least 3 options per use case and indicative CAPEX/OPEX.<br>• Phased deployment plan with budget. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• IoT implementation plan per SME (use cases, requirements, suppliers, budget, phases).<br>• Data architecture outline compatible between the two partners.<br>• Procurement-ready technical annex for the priority use case.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value: |

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| | A shared data architecture enables the partners to exchange sensor data (e.g. water quality, logistics conditions) across the border. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-08 | Predictive maintenance system specification

| **Code and Service name** | **LTB-V1-08\| Predictive maintenance system specification** |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Shipyards and vessel operators reported high unplanned-maintenance costs and interest in condition-based maintenance.<br>Target SMEs:<br>• Shipbuilding/repair SMEs and vessel or plant operators preparing predictive maintenance. |
| **Service description** | Procurement-ready specification of a predictive maintenance system: identification of critical assets, failure-mode analysis, sensor and data requirements, functional requirements for the analytics platform and an implementation plan. No development, installation or integration is included. |
| **Scope & quantitative specification** | • Criticality analysis of assets (min. 10 assets per SME).<br>• Failure-mode and data-availability review.<br>• Sensor/data and functional requirements specification.<br>• Implementation plan with budget and supplier landscape. Maximum 10 expert days in total. |

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| **Deliverables & verification of delivery** | Deliverables:<br>• Critical asset register and failure-mode summary per SME.<br>• Predictive maintenance system specification (procurement-ready).<br>• Phased implementation plan with cost estimate.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Common specification standards let the partners share maintenance analytics practices and benchmark asset performance across the border. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 7.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-09 | Administrative workflow automation plan

| **Code and Service name** | **LTB-V1-09\| Administrative workflow automation plan** |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies: |

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| | • Micro and small SMEs face a disproportionate administrative burden (records, reports, invoicing) that acts as a growth barrier.<br>Target SMEs:<br>• SMEs with heavy manual administration seeking automation of repetitive workflows. |
| **Service description** | Mapping of repetitive administrative workflows (records, approvals, reporting, invoicing) and preparation of an automation plan: prioritised workflows, suitable low-code/standard tools, data flows, and an implementation plan with indicative costs. No software development or licences are included. |
| **Scope & quantitative specification** | • Workflow inventory per SME (min. 8 workflows each).<br>• Prioritisation by time saved and error reduction.<br>• Automation blueprint for the top 3 workflows per SME.<br>• Maximum 6 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Workflow inventory and prioritisation report per SME.<br>• Automation blueprint (tools, data flows, responsibilities) for top 3 workflows.<br>• Implementation plan with cost and effort estimate.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Harmonised administrative data formats simplify joint reporting of the partnership towards customers and institutions. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.500,00 (incl. VAT) per SME |

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| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## 1.2 Data governance, security and interoperability

### LTB-V1-10 | Cybersecurity risk assessment and protection plan (incl. GDPR/NIS2 relevance)

| **Code and Service name** | **LTB-V1-10\| Cybersecurity risk assessment and protection plan (incl. GDPR/NIS2 relevance)** |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• SMEs across sectors reported low cybersecurity awareness and no structured digital-risk management.<br>Target SMEs:<br>• SMEs of any sector without a structured cybersecurity framework;<br>• SMEs subject to GDPR obligations or potentially in NIS2 scope. |
| **Service description** | Assessment of the cybersecurity posture of both partner SMEs (systems, accesses, backup, incident readiness), assessment of GDPR compliance status and NIS2 relevance, and preparation of a prioritised protection plan with organisational and technical measures. |
| **Scope & quantitative specification** | • Security review per SME (infrastructure, accesses, backup, awareness).<br>• GDPR status check and NIS2 scope assessment.<br>• Prioritised protection plan (min. 10 measures per SME) with cost estimates.<br>• Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Cybersecurity assessment report per SME.<br>• GDPR/NIS2 relevance statement per SME. |

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| | • Prioritised protection and compliance action plan.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Secure and compliant data handling is a precondition for cross-border data exchange between the two partners. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-11 | Data governance framework

| Code and Service name | LTB-V1-11\| Data governance framework |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Poor data quality and unclear data ownership reported as obstacle to reporting, traceability and digital tools adoption.<br>Target SMEs:<br>• SMEs whose data are dispersed and unmanaged;<br>• partnerships preparing shared data flows. |

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| **Service description** | Establishment of a basic data governance framework for each partner SME: inventory of data sources, definition of data ownership and responsibilities, data-quality rules, retention and access rules, and governance procedures proportionate to SME size. |
| **Scope & quantitative specification** | • Data source inventory per SME (min. 10 sources each).<br>• Ownership and responsibility matrix.<br>• Data-quality and access rules for priority data sets.<br>• Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Data inventory and ownership matrix per SME.<br>• Data governance rulebook (proportionate to SME size).<br>• Implementation action plan with responsibilities and timeline.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Common governance rules make the partners' data mutually intelligible and exchangeable. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-12 | KPI dashboard specification

| Code and Service name | LTB-V1-12\| KPI dashboard specification |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Managers lack timely performance overview.<br>• Reporting is manual and retrospective.<br>Target SMEs:<br>• SMEs that want management dashboards over existing data (sales, operations, sustainability). |
| **Service description** | Definition of a management KPI set and procurement-ready specification of a dashboard: indicators, calculation rules, data sources, refresh frequency, dashboard structure and tool options with indicative costs. Implementation and licences are not included. |
| **Scope & quantitative specification** | • KPI definition workshops per SME (min. 12 KPIs each with calculation rules).<br>• Data source mapping and gap list.<br>• Dashboard mock-up and tool comparison (min. 3 options).<br>• Maximum 6 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• KPI catalogue per SME with calculation rules and data sources.<br>• Dashboard specification and mock-up.<br>• Tool comparison with recommendation and cost estimate.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |

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| **Cross-border added value & impact measurement** | Cross-border added value:<br>A shared KPI subset lets the partnership monitor its joint project with identical metrics on both sides of the border. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-13 | Cross-border interoperability and data exchange blueprint

| **Code and Service name** | **LTB-V1-13\| Cross-border interoperability and data exchange blueprint** |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• SMEs in logistics and supply chains need structured data exchange with partners and authorities across the border.<br>Target SMEs:<br>• SME partnerships that will exchange operational data (orders, logistics, traceability, environmental data). |
| **Service description** | Design of the technical and organisational model for data exchange between the two partner SMEs and with third systems: exchanged data sets, formats and standards, interfaces/APIs, responsibilities, security and a phased implementation plan. No development is included. |
| **Scope & quantitative specification** | • Definition of exchanged data sets (min. 5) and their standards/formats.<br>• Interface architecture (API/file-based) with security requirements.<br>• Governance annex: responsibilities, SLAs, incident handling.<br>• Phased implementation plan with cost estimate. Maximum 8 expert days in total. |

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| **Deliverables & verification of delivery** | Deliverables:<br>• Interoperability blueprint (data sets, formats, interfaces, security).<br>• Governance annex signed off by both SMEs.<br>• Implementation plan with budget.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>This service exists only at partnership level: it directly builds the digital backbone of the cross-border cooperation. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## 1.3 Green transition and resource efficiency

### LTB-V1-14 | Energy and resource efficiency assessment

| Code and Service name | LTB-V1-14\| Energy and resource efficiency assessment |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |

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| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Rising energy costs and buyer requirements for sustainability evidence reported across all sectors.<br>Target SMEs:<br>• SMEs seeking to reduce consumption of energy, water, fuel and materials. |
| **Service description** | On-site assessment of energy, water, fuel and material consumption of both partner SMEs, identification of inefficiencies and quantification of saving potentials, with a prioritised list of efficiency measures and indicative payback periods. |
| **Scope & quantitative specification** | • On-site walkthrough and consumption data analysis per SME.<br>• Quantified saving potential for min. 8 measures per SME with payback estimates.<br>• Priority list agreed with management. Maximum 6 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Efficiency assessment report per SME (baseline, losses, potentials).<br>• Prioritised measure list with savings and payback.<br>• Action plan for the top 3 measures with cost estimate.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Comparable baselines allow the partnership to report joint environmental performance to buyers and certification schemes. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.500,00 (incl. VAT) per SME |

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| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-15 | Green transition action plan

| **Code and Service name** | **LTB-V1-15\| Green transition action plan** |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• SMEs need to identify which green measures have the greatest business impact and how to prepare green investments.<br>Target SMEs:<br>• SMEs planning a structured green transition beyond single efficiency measures. |
| **Service description** | Preparation of a green transition action plan per SME: prioritised decarbonisation and footprint-reduction measures, indicative investments and funding options, timeline, responsibilities and monitoring indicators, aligned with the partnership's joint project. |
| **Scope & quantitative specification** | • Management workshops per SME; baseline from available consumption data.<br>• Min. 10 prioritised measures per SME with cost, saving and funding option.<br>• Monitoring indicator set. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Green transition action plan per SME (measures, budget, timeline, owners).<br>• Funding option overview (EU/national schemes) per measure group.<br>• Monitoring indicator sheet.<br><br>Verification: |

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| | Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Coordinated green measures protect the joint value chain (e.g. green logistics between the partners) and support joint marketing claims. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-16 | Consumption and emissions monitoring framework

| Code and Service name | LTB-V1-16\| Consumption and emissions monitoring framework |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Buyers, banks and regulations increasingly require documented environmental data;<br>• SMEs lack structured monitoring.<br>Target SMEs:<br>• SMEs that must report energy, water, waste and emissions data to buyers, banks or authorities. |
| **Service description** | Design of a practical monitoring framework: measurement points, data collection procedures, calculation methods, reporting templates and |

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| | responsibilities for energy, water, materials, waste and emissions, proportionate to SME size. |
| **Scope & quantitative specification** | • Definition of measurement points and data flows per SME.<br>• Calculation and reporting templates (spreadsheet-based).<br>• Training of one data owner per SME (0.5 day each). Maximum 6 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Monitoring framework document per SME.<br>• Ready-to-use data collection and reporting templates.<br>• Responsibility matrix and annual reporting calendar.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Identical methods allow consolidated environmental reporting of the partnership. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-17 | Environmental certification preparation

| Code and Service name | LTB-V1-17\| Environmental certification preparation |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Certification requirements from buyers and tourists (ISO 14001, EMAS, Blue Flag, MSC/ASC) are a market-access condition for these SMEs.<br>Target SMEs:<br>• SMEs preparing for one specific environmental certification. The certification scheme is fixed in the SME application; one scheme per service instance. |
| **Service description** | Gap analysis against the requirements of the specific certification scheme chosen by the SMEs in their application, and preparation of the certification action plan and required documentation framework. Certification body fees and the audit itself are not included. |
| **Scope & quantitative specification** | • Requirements matrix for the selected scheme.<br>• Gap analysis per SME with evidence review.<br>• Certification action plan and documentation templates.<br>• Pre-audit readiness check (1 day). Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Gap analysis report per SME.<br>• Certification action plan with responsibilities and timeline.<br>• Documentation package ready for the certification audit.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |

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| **Cross-border added value & impact measurement** | Cross-border added value:<br>Joint certification of both partners strengthens the credibility of their joint offer on international markets. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | Certification body fees, audit costs and laboratory analyses are not eligible. The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-18 | Carbon footprint calculation (organisation level)

| Code and Service name | LTB-V1-18\| Carbon footprint calculation (organisation level) |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Banks and corporate buyers request carbon data from SME suppliers;<br>• SMEs lack calculation capacity.<br>Target SMEs:<br>• SMEs that must present an organisation-level carbon footprint (Scope 1 and 2, materiality-based Scope 3 screening). |
| **Service description** | Calculation of the organisational carbon footprint of each partner SME for one business year according to the GHG Protocol Corporate Standard: data collection, emission factor selection, calculation, and a reduction-oriented interpretation of results. |
| **Scope & quantitative specification** | • Data collection support and quality check per SME.<br>• Scope 1+2 calculation and Scope 3 screening.<br>• Results workshop with reduction priorities. Maximum 6 expert days in total. |

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| **Deliverables & verification of delivery** | Deliverables:<br>• Carbon footprint report per SME (method, data, results).<br>• Emission hot-spot analysis.<br>• Reduction priority list with indicative costs.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Comparable footprints enable a joint carbon statement of the partnership towards buyers. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-19 | Simplified life cycle assessment (product level)

| **Code and Service name** | **LTB-V1-19\| Simplified life cycle assessment (product level)** |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Product-level environmental evidence increasingly required in seafood, boat-building and tourism supply chains.<br>Target SMEs: |

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| | • SMEs needing a screening LCA for one priority product or service each. |
| **Service description** | Screening life cycle assessment of one selected product/service per SME: goal and scope definition, inventory based on available data, impact assessment for key categories, and interpretation with eco-design recommendations. |
| **Scope & quantitative specification** | • Scope definition and data collection per product.<br>• Screening LCA calculation (recognised database and tool).<br>• Interpretation workshop and eco-design recommendations.<br>Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Screening LCA report per product (ISO 14040/44-informed).<br>• Impact hot-spot summary for communication use.<br>• Eco-design recommendation list.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Joint understanding of product footprints supports a common environmental positioning of the partnership's joint offer. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-20 | Climate resilience and adaptation plan

| Code and Service name | LTB-V1-20\| Climate resilience and adaptation plan |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Adriatic SMEs exposed to sea-level, storm, heat and biodiversity risks;<br>• no structured adaptation planning.<br>Target SMEs:<br>• SMEs whose assets or operations are exposed to climate risks (coastal facilities, farms, marinas, routes). |
| **Service description** | Assessment of physical climate risks relevant to each partner SME and preparation of an adaptation plan with prioritised organisational and technical measures. The service is analytical; no infrastructure works are included. |
| **Scope & quantitative specification** | • Risk screening per SME against regional climate scenarios.<br>• Vulnerability assessment of key assets/processes.<br>• Adaptation plan with min. 8 prioritised measures per SME. Maximum 6 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Climate risk assessment report per SME.<br>• Adaptation action plan with costs and priorities.<br>• Input sheet for insurance and investment discussions.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |

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| **Cross-border added value & impact measurement** | Cross-border added value:<br>Shared risk picture protects the continuity of the joint cross-border value chain. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-21 | Feasibility study: electric/hybrid propulsion and shore-side electrification

| Code and Service name | LTB-V1-21\| Feasibility study: electric/hybrid propulsion and shore-side electrification |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Vessel operators and marinas asked for decarbonisation options for fleets and berths.<br>Target SMEs:<br>• SMEs operating vessels or berth infrastructure considering electric/hybrid propulsion or shore power. |
| **Service description** | Feasibility study covering technical options for electric/hybrid propulsion or shore-side electrification relevant to the SMEs' vessels/facilities, charging-infrastructure requirements, CAPEX/OPEX comparison against the current state, applicable incentives, and a phased investment recommendation. No engineering design or procurement is included. |
| **Scope & quantitative specification** | • Operational profile analysis (routes, loads, berthing) per SME.<br>• Technology option screening (min. 3 options) with CAPEX/OPEX model.<br>• Incentive and regulation overview (HR/IT). |

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| | • Phased recommendation with sensitivity analysis. Maximum 10 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Feasibility study per SME (options, costs, savings, emissions).<br>• Incentive/funding overview.<br>• Phased investment recommendation.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Coordinated electrification of the partners' fleets/berths enables joint green routes and joint marketing of low-emission services. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 7.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-22 | ESG action plan

| Code and Service name | LTB-V1-22\| ESG action plan |
|---|---|
| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |

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| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Banks, buyers and larger partners increasingly require ESG information from SMEs.<br>Target SMEs:<br>• SMEs starting structured ESG management;<br>• suppliers of CSRD-reporting corporates. |
| **Service description** | Materiality-based ESG action plan per SME: identification of material ESG topics, objectives and indicators, a 24-month roadmap, and a monitoring and disclosure framework proportionate to SME size and aligned with EU sustainability standards (VSME logic). |
| **Scope & quantitative specification** | • Materiality workshop per SME (min. 8 assessed topics).<br>• Objectives and indicator set per material topic.<br>• 24-month roadmap and disclosure framework. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• ESG materiality assessment per SME.<br>• ESG action plan (objectives, indicators, roadmap).<br>• Disclosure framework compatible with buyer/bank questionnaires.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>An aligned ESG profile of both partners strengthens their position in joint tenders and towards financing institutions. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |

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| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## 1.4 Innovation, product and service development

### LTB-V1-23 | Innovation opportunity assessment and idea portfolio

| **Code and Service name** | **LTB-V1-23\| Innovation opportunity assessment and idea portfolio** |
|---|---|
| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• SMEs hold undeveloped ideas but lack structured selection and validation practice.<br>Target SMEs:<br>• SMEs seeking to prioritise digital, green or market innovation opportunities, alone or jointly. |
| **Service description** | Structured assessment of innovation opportunities of both partner SMEs: idea inventory, screening against market and feasibility criteria, and a prioritised innovation portfolio with recommended next validation steps. |
| **Scope & quantitative specification** | • Ideation/inventory workshops per SME.<br>• Screening of min. 10 ideas against a defined criteria set.<br>• Portfolio with top 3 prioritised opportunities and validation plan. Maximum 6 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Idea inventory and screening matrix.<br>• Prioritised innovation portfolio per SME.<br>• Validation plan for the top opportunities (steps, costs, timeline).<br><br>Verification: |

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| | Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Identifies opportunities the partners can develop jointly, feeding LTB-V1-24/26 or a joint product plan. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-24 | New product or service concept development

| Code and Service name | LTB-V1-24\| New product or service concept development |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• SMEs want to move from commodity offers to higher-value products;<br>• concept-stage support missing.<br>Target SMEs:<br>• SMEs developing one new or substantially improved product/service (joint or per company). |
| **Service description** | Development of a complete concept for one selected new product or service: target customers and value proposition, functional |

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| | characteristics, delivery/production requirements, price positioning, and basic economics. Prototype building and production are not included. |
| **Scope & quantitative specification** | • Concept workshops (min. 3) with both SMEs.<br>• Customer/value proposition definition with evidence from existing data.<br>• Functional and delivery requirements; basic cost/margin model. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Product/service concept document.<br>• Value proposition and target segment definition.<br>• Basic economics (cost, price, margin) and development next steps.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Concepts exploiting the complementarity of the two partners (e.g. product + tourism experience; component + vessel) are prioritised. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-25 | Market and customer validation study

| Code and Service name | LTB-V1-25\| Market and customer validation study |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• SMEs launch without verified demand.<br>Target SMEs:<br>• SMEs validating demand for a defined product/service or data-based offering before investing. |
| **Service description** | Structured validation of a defined market hypothesis: identification of target segments, structured interviews/surveys with potential customers and partners, willingness-to-pay indications, and a documented go/no-go recommendation. |
| **Scope & quantitative specification** | • Validation design (hypotheses, sample, instruments).<br>• Min. 15 structured customer/partner interviews or 60 survey responses.<br>• Analysis and go/no-go recommendation. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Validation report (method, evidence, findings).<br>• Segment and willingness-to-pay summary.<br>• Go/no-go recommendation with next steps.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |

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| **Cross-border added value & impact measurement** | Cross-border added value:<br>Validation covers both national markets of the partnership, testing the joint offer on each side of the border. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-26 | Specification of a minimum viable product (MVP) or pilot solution

| Code and Service name | LTB-V1-26\| Specification of a minimum viable product (MVP) or pilot solution |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• SMEs need procurement-ready specifications to buy development externally at controlled cost.<br>Target SMEs:<br>• SMEs commissioning an MVP, prototype or pilot from external developers after concept validation. |
| **Service description** | Preparation of a complete, procurement-ready specification of an MVP or pilot solution: scope and success criteria, functional and technical requirements, acceptance tests, indicative budget and supplier landscape. Development itself is not funded. |
| **Scope & quantitative specification** | • Scope and success criteria definition.<br>• Functional/technical specification with acceptance criteria.<br>• Supplier landscape (min. 3 options) and budget estimate. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• MVP/pilot specification (procurement-ready).<br>• Acceptance test plan. |



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| | • Supplier landscape and budget estimate.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Joint pilots between the two SMEs (shared platform, joint traceability, joint booking) are specified as one cross-border solution. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-27 | Intellectual property protection plan

| Code and Service name | LTB-V1-27\| Intellectual property protection plan |
|---|---|
| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• SMEs entering international markets lack IP strategy (brands, designs, know).<br>Target SMEs:<br>• SMEs with protectable brands, designs, processes or software preparing (international) market steps. |

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| **Service description** | Audit of the SMEs' protectable intellectual assets and preparation of an IP protection plan: suitable instruments (trademark, design, patent screening, trade secret regime), territorial strategy, cost plan and procedural next steps. Official filing fees and attorney representation are not included. |
| **Scope & quantitative specification** | • IP audit per SME.<br>• Protection strategy per asset class and territory.<br>• Cost and procedure plan. Maximum 6 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• IP audit report per SME.<br>• IP protection plan (instruments, territories, costs, timeline).<br>• Trade secret/confidentiality procedure templates.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Clear IP arrangements between the partners (background/foreground) de-risk joint product development. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-28 | Digital twin feasibility study and technical specification

| Code and Service name | LTB-V1-28\| Digital twin feasibility study and technical specification |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Shipyards and operators asked about digital twin benefits for design, production and maintenance.<br>Target SMEs:<br>• Shipbuilding/maritime SMEs considering a first, minimum digital twin module. |
| **Service description** | Feasibility study and procurement-ready technical specification of a minimum digital twin module for one defined asset or process: use-case definition, data availability audit, architecture and integration requirements, benefit quantification and phased implementation plan. No development or installation is included. |
| **Scope & quantitative specification** | • Use-case selection and benefit hypothesis.<br>• Data and systems audit.<br>• Technical specification of the minimum module with integration requirements.<br>• CAPEX/OPEX and benefit model; phased plan. Maximum 12 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Feasibility study with quantified benefits.<br>• Technical specification (procurement-ready).<br>• Phased implementation plan with budget.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |

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| **Cross-border added value & impact measurement** | Cross-border added value:<br>Specification standards shared between the partners enable later interoperable twin modules along their common value chain. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 9.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-29 | Automation and robotics business case

| **Code and Service name** | **LTB-V1-29\| Automation and robotics business case** |
|---|---|
| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Labour shortage drives interest in automation of feeding, processing, inspection and production tasks.<br>Target SMEs:<br>• SMEs assessing automation/robotics investments (aquaculture operations, processing, shipyard tasks, cargo handling). |
| **Service description** | Business case for automation/robotics in defined operations: task analysis, technology options (incl. ROV/drone inspection where relevant), investment and operating costs, ROI/payback scenarios and a prioritised implementation recommendation. No equipment or development is included. |
| **Scope & quantitative specification** | • Task and volume analysis per SME.<br>• Technology option screening (min. 3) with supplier landscape.<br>• ROI/payback model with scenarios. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Automation business case per SME. |

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| | • Technology option comparison.<br>• Prioritised implementation recommendation with budget.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Shared automation know-how and joint supplier negotiations reduce investment costs for both partners. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-30 | Investment plan for smart marine technologies

| Code and Service name | LTB-V1-30\| Investment plan for smart marine technologies |
|---|---|
| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• SMEs need phased, finance-aware plans for adopting marine technologies.<br>Target SMEs:<br>• SMEs planning multi-year adoption of smart marine technologies aligned with their financial capacity. |

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| **Service description** | Preparation of a phased investment plan for the adoption of selected smart marine technologies: technology sequencing, regulatory and certification considerations, financing sources, and cash-flow-aware phasing. No procurement or installation is included. |
| **Scope & quantitative specification** | • Technology portfolio review and sequencing.<br>• Regulatory/certification checkpoints per technology.<br>• Financing source mapping and phased cash-flow plan.<br>Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Phased technology investment plan per SME.<br>• Regulatory/certification checkpoint list.<br>• Financing overview matched to phases.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Synchronised technology adoption keeps the partners' joint operations technically compatible. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-31 | TRL advancement and innovation funding access plan

| Code and Service name | LTB-V1-31\| TRL advancement and innovation funding access plan |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• SMEs with early-stage solutions do not know validation steps or funding instruments.<br>Target SMEs:<br>• SMEs with a concrete solution at TRL 3–6 seeking a path to market and funding. |
| **Service description** | Assessment of the current technology readiness level of one defined solution per SME, definition of the validation steps to advance TRL, and mapping of suitable innovation funding instruments with an application calendar. Distinct from LTB-V3-06 (EU funding concept note), which drafts one specific concept. |
| **Scope & quantitative specification** | • TRL assessment per solution.<br>• Validation step plan (tests, pilots, certifications).<br>• Funding instrument map and application calendar. Maximum 6 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• TRL assessment and advancement plan.<br>• Funding instrument overview with deadlines.<br>• 12-month action calendar.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value: |

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| | Joint HR–IT consortia are eligible for additional EU instruments; the plan identifies joint application options. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. Demarcation: this service is limited to innovation-funding readiness and TRL positioning and does NOT include the drafting or preparation of funding applications, which is covered by LTB-V3-06 (International Funding Application Support). Demarcation: this service does not include the drafting or preparation of specific funding applications, which is covered by LTB-V3-06 (International Funding Application Support, Pillar 3). |

## 1.5 Circular economy, traceability and material flow management

### LTB-V1-32 | Material flow analysis

| Code and Service name | LTB-V1-32\| Material flow analysis |
|---|---|
| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Losses, waste and by-products unquantified in processing, shipbuilding and hospitality operations.<br>Target SMEs:<br>• SMEs wanting a quantified picture of material, waste and by-product flows. |
| **Service description** | Quantified analysis and visual mapping of the key material, by-product, waste and packaging flows of both partner SMEs, identifying losses, costs and circular opportunities. |
| **Scope & quantitative specification** | • Data collection and site walkthrough per SME. |

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| | • Quantified flow model (Sankey-style map) of min. 5 flows per SME.<br>• Loss/cost quantification and opportunity list. Maximum 6 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Material flow map and data model per SME.<br>• Loss and cost analysis.<br>• Circular opportunity shortlist with estimated value.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Reveals complementary flows between the partners (one partner's by-product as the other's input). |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-33 | Circular economy action plan

| **Code and Service name** | **LTB-V1-33\| Circular economy action plan** |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |

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| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• SMEs need prioritised prevention/reuse/recycling measures with business cases.<br>Target SMEs:<br>• SMEs implementing circular measures after a flow analysis or equivalent baseline. |
| **Service description** | Prioritised circular economy action plan per SME: prevention, reuse, recycling, recovery and valorisation measures with costs, savings, regulatory notes and implementation phases. |
| **Scope & quantitative specification** | • Measure identification workshops per SME.<br>• Min. 10 measures per SME with cost/saving estimates.<br>• Implementation phasing and responsibility matrix. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Circular action plan per SME.<br>• Business case sheets for the top 3 measures.<br>• Regulatory compliance notes per measure.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Cross-border circular loops (shared collection, joint valorisation) are explicitly assessed. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other |

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| | investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-34 | By-product valorisation business model

| Code and Service name | LTB-V1-34\| By-product valorisation business model |
|---|---|
| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Fish processing and shipyard by-products are disposed at cost instead of being valorised.<br>Target SMEs:<br>• SMEs with significant by-product or waste streams seeking new revenue. |
| **Service description** | Development of a business and operational model to turn one defined by-product/waste stream per SME into value: market options, processing/logistics requirements, partner landscape, regulatory pathway and basic economics. No R&D or laboratory work is included. |
| **Scope & quantitative specification** | • Stream characterisation (volume, quality, seasonality).<br>• Market option screening (min. 3 valorisation routes).<br>• Operational model and basic economics for the preferred route. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Valorisation option analysis per stream.<br>• Business/operational model for the preferred route.<br>• Regulatory pathway note and next steps.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the |

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| | payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Valorisation routes combining the partners' streams or markets across the border are prioritised. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-35 | Marine biotechnology valorisation pathway (bio-based materials and marine compounds)

| Code and Service name | LTB-V1-35\| Marine biotechnology valorisation pathway (bio-based materials and marine compounds) |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Interest in bio-based packaging and marine bioactive compounds with unclear regulatory pathways.<br>Target SMEs:<br>• Processing/aquaculture SMEs considering biotech valorisation (bio-based packaging, cosmetics, nutraceutical inputs). |
| **Service description** | Assessment of biotech valorisation options for defined marine side-streams and preparation of the regulatory pathway (novel food, cosmetics, biomaterials) and partnering plan with research organisations. No laboratory R&D is included. |
| **Scope & quantitative specification** | • Side-stream and option assessment.<br>• Regulatory pathway analysis for the preferred option (EU frameworks). |

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| | • Research/industry partnering plan. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Valorisation option report.<br>• Regulatory pathway document.<br>• Partnering plan with candidate organisations.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Links Croatian and Italian research capacities with the partnership's side-streams. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-36 | Digital traceability system introduction support (specification, selection and supervision)

| Code and Service name | LTB-V1-36\| Digital traceability system introduction support (specification, selection and supervision) |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |

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| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Buyers and regulations require product traceability in seafood and materials;<br>• SMEs lack systems.<br>Target SMEs:<br>• SMEs introducing digital traceability (QR, e-logbook, batch tracking, blockchain-based where justified) for products or materials. |
| **Service description** | Consultancy support for the introduction of a digital traceability system: definition of traceability requirements along the chain, functional specification, comparison and selection of market solutions, and supervision of vendor configuration. Licences and implementation are borne by the SME outside the voucher. |
| **Scope & quantitative specification** | • Chain mapping and traceability requirement definition per SME.<br>• Functional specification incl. data model and labelling.<br>• Comparison of min. 3 market solutions.<br>• Configuration supervision (1 day). Maximum 10 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Traceability requirement and specification document.<br>• Solution comparison and selection report.<br>• Roll-out plan and staff instructions.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>One traceability model covering both partners documents the joint cross-border chain end-to-end – a direct partnership asset. |

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| **Financial framework** | **Maximum admissible amount:**<br>EUR 7.500,00 (incl. VAT) per SME |
| **What is not included** | Licences, hardware (scanners, printers) and vendor implementation are not eligible. The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-37 | Product and packaging eco-design plan

| **Code and Service name** | **LTB-V1-37\| Product and packaging eco-design plan** |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Packaging regulation pressure and buyer demands for recyclable packaging.<br>Target SMEs:<br>• SMEs redesigning one product or its packaging for reuse, repair, recyclability or footprint reduction. |
| **Service description** | Eco-design assessment of one selected product/packaging per SME and preparation of a redesign plan: material and design options, regulatory requirements, cost implications and supplier options. No physical prototyping is included. |
| **Scope & quantitative specification** | • Current design assessment per product.<br>• Redesign option analysis (min. 3 options) with cost/impact comparison.<br>• Redesign plan with supplier options. Maximum 6 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Eco-design assessment report.<br>• Redesign plan for the preferred option.<br>• Regulatory compliance note (packaging/product rules). |

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| | Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Common packaging standards support joint logistics and joint brand presentation of the partnership. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-38 | Seafood processing traceability certification pathway

| Code and Service name | LTB-V1-38\| Seafood processing traceability certification pathway |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Processors need certification-grade traceability for export markets.<br>Target SMEs:<br>• Seafood processing, packaging and distribution SMEs preparing certification-grade traceability. Focused on processing/distribution activities. |

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| **Service description** | Preparation of the certification pathway for traceability in fish and seafood processing: gap analysis against the certification standard fixed in the SME application, documentation framework, digital traceability requirements, and certification action plan. Certification fees and audits are not included. |
| **Scope & quantitative specification** | • Gap analysis against the selected standard per SME.<br>• Documentation and record-keeping framework.<br>• Digital traceability requirement note (link to LTB-V1-36).<br>• Certification action plan. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Gap analysis report.<br>• Documentation framework and templates.<br>• Certification action plan with timeline and costs.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Certified traceability across both partners makes their joint export chain audit-ready. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | Certification body fees, audits and laboratory analyses are not eligible. The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## 1.6 Sector-specific technology, environment and applied analysis services

### LTB-V1-39 | Sustainable aquaculture production systems advisory (RAS/IMTA)

| Code and Service name | LTB-V1-39| Sustainable aquaculture production systems advisory (RAS/IMTA) |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Aquaculture SMEs need advisory on recirculating (RAS) and integrated multi-trophic (IMTA) production systems.<br>Target SMEs:<br>• Aquaculture SMEs assessing the transition to RAS or IMTA production. |
| **Service description** | Advisory on the introduction of sustainable production systems: assessment of the current production setup, feasibility of RAS/IMTA options for the SMEs' species and sites, water/energy balance implications, regulatory and permitting pathway, and a phased transition plan with cost estimate. No engineering design or equipment is included. |
| **Scope & quantitative specification** | • Production setup assessment per SME.<br>• RAS/IMTA option feasibility with water/energy balance.<br>• Regulatory and permitting pathway.<br>• Phased transition plan with cost estimate. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Feasibility report per SME.<br>• Regulatory pathway note.<br>• Phased transition plan with budget.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself |

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| | block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Shared production standards prepare the partners for joint certified supply to common markets. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-40 | AI-based fish health and growth monitoring - introduction plan

| Code and Service name | LTB-V1-40\| AI-based fish health and growth monitoring - introduction plan |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• AI and advanced monitoring of fish health and growth.<br>Target SMEs:<br>• Aquaculture SMEs planning AI-supported monitoring of stock health, growth and feeding. |
| **Service description** | Introduction plan for AI-based monitoring of fish health and growth: use-case definition, camera/sensor and data requirements, comparison of at least 3 market solutions with indicative costs, integration with existing farm routines, and a phased implementation plan. No procurement or installation is included. |
| **Scope & quantitative specification** | • Use-case and site assessment per SME.<br>• Technical and data requirements.<br>• Market solution comparison (min. 3). |

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| | • Phased implementation plan. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Introduction plan per SME.<br>• Solution comparison with costs.<br>• Implementation and data-use protocol.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Compatible monitoring data allow joint health/growth benchmarking between the partner farms. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-41 | Ecosystem health monitoring and environmental compliance support

| Code and Service name | LTB-V1-41\| Ecosystem health monitoring and environmental compliance support |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies: |

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| | • Farms and marine-resource SMEs must document ecosystem impacts for permits and buyers.<br>Target SMEs:<br>• Aquaculture and marine-resource SMEs subject to environmental monitoring obligations. |
| **Service description** | Design of the SMEs' ecosystem health monitoring and compliance framework: applicable monitoring obligations, parameter set and sampling plan, data recording and reporting procedures towards authorities, and corrective-action logic. Laboratory analyses are not included. |
| **Scope & quantitative specification** | • Obligation mapping per site.<br>• Parameter set and sampling plan.<br>• Recording/reporting procedures and responsibilities. Maximum 6 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Monitoring and compliance framework per SME.<br>• Sampling and reporting templates.<br>• Corrective-action protocol.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Harmonised monitoring evidence supports the partnership's joint sustainability claims. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.500,00 (incl. VAT) per SME |
| **What is not included** | Laboratory analyses and field sampling equipment are not eligible. The service does not include: procurement of equipment, software or |

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| | licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-42 | Autonomous vessel systems and situational awareness advisory

| Code and Service name | LTB-V1-42\| Autonomous vessel systems and situational awareness advisory |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: B, T |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Autonomous vessel operations and situational awareness.<br>Target SMEs:<br>• Shipbuilding and vessel-operating SMEs assessing autonomy/assistance and situational-awareness technologies. |
| **Service description** | Advisory on autonomous and assisted vessel systems: applicable technology levels for the SMEs' vessels/operations, sensor and situational-awareness requirements, regulatory status and classification implications, supplier landscape with indicative costs, and an adoption recommendation. No system design or procurement is included. |
| **Scope & quantitative specification** | • Operation and vessel profile assessment.<br>• Technology and regulatory screening.<br>• Supplier landscape and cost frame.<br>• Adoption recommendation. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Technology and regulatory assessment.<br>• Supplier/cost overview.<br>• Adoption recommendation with phased steps.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. |

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| | If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>A common technology position lets the partners develop compatible operational capabilities. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-43 | Smart visitor management system introduction support

| Code and Service name | LTB-V1-43\| Smart visitor management system introduction support |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: Tu |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Visitor-flow management named as tourism-sector need.<br>Target SMEs:<br>• Tourism SMEs and attraction/marina operators managing visitor flows and capacity. |
| **Service description** | Consultancy support for the introduction of a smart visitor management system: analysis of visitor flows and capacity constraints, functional specification (counting, ticketing/slots, flow analytics, communication), comparison of market solutions and supervision of vendor configuration. Licences and hardware are not included. |

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| **Scope & quantitative specification** | • Visitor flow and capacity analysis per SME.<br>• Functional specification.<br>• Comparison of min. 3 market solutions.<br>• Configuration supervision (1 day). Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Functional specification.<br>• Solution comparison and selection report.<br>• Implementation checklist.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Joint visitor data support combined itineraries and load balancing between the two destinations. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | Licences, counting hardware and installation are not eligible. The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-44 | AR/VR visitor experience design and technical specification

| Code and Service name | LTB-V1-44\| AR/VR visitor experience design and technical specification |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: Tu |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• AR/VR immersive experiences named as tourism opportunity.<br>Target SMEs:<br>• Tourism SMEs developing one defined AR/VR-supported visitor experience. |
| **Service description** | Design and procurement-ready specification of one AR/VR visitor experience: experience concept and storyboard, content and technical requirements, production cost estimate and supplier landscape, and an operation plan (staffing, maintenance, updates). Content production and hardware are not included. |
| **Scope & quantitative specification** | • Experience concept and storyboard.<br>• Content/technical specification.<br>• Production cost estimate and supplier landscape (min. 3).<br>• Operation plan. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Experience concept and storyboard.<br>• Technical specification (procurement-ready).<br>• Production budget and operation plan.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>A joint AR/VR narrative can present both destinations/offers in one produced experience. |

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| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | Content production, licences and AR/VR hardware are not eligible. The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-45 | Geospatial analysis and GIS application support

| Code and Service name | LTB-V1-45\| Geospatial analysis and GIS application support |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, T, Tu |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Geospatial/GIS analysis.<br>Target SMEs:<br>• SMEs whose decisions depend on spatial data (farm sites, routes, concessions, visitor zones). |
| **Service description** | Applied geospatial analysis for one defined business question per SME: assembly of relevant spatial data layers, GIS analysis, map products and a decision memo, plus a recommendation on tools and data sources for continued internal use. |
| **Scope & quantitative specification** | • Definition of the spatial business question per SME.<br>• Data layer assembly and GIS analysis.<br>• Map products and decision memo; tool recommendation. Maximum 6 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• GIS analysis with map products.<br>• Decision memo.<br>• Tool and data source recommendation.<br><br>Verification: |

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| | Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Cross-border layers (routes, zones, markets) are analysed as one spatial system for the partnership. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-46 | AI-based tourism trend and demand forecasting - introduction support

| Code and Service name | LTB-V1-46\| AI-based tourism trend and demand forecasting - introduction support |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: Tu |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• AI platform for tourism trend/demand prediction.<br>Target SMEs:<br>• Tourism SMEs introducing data-driven demand forecasting for pricing and capacity planning. |
| **Service description** | Introduction support for AI-based demand forecasting: definition of forecasting use cases, audit of available internal/external data, comparison of market forecasting solutions with indicative costs, and |

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| | an implementation plan including pricing/capacity decision integration. No software development or licences are included. |
| **Scope & quantitative specification** | • Use-case and data audit per SME.<br>• Solution comparison (min. 3).<br>• Implementation plan with decision-process integration. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Data audit and use-case definition.<br>• Solution comparison with costs.<br>• Implementation plan.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Shared demand insight across the two destinations supports joint packages and pricing. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-47 | Coastal and marine water quality monitoring advisory

| Code and Service name | LTB-V1-47\| Coastal and marine water quality monitoring advisory |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: Tu, R |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Water quality monitoring named as tourism/aquaculture need.<br>Target SMEs:<br>• SMEs whose operations depend on documented water quality (beaches, marinas, farms). |
| **Service description** | Design of a practical water quality monitoring approach: parameters and monitoring points, sensor/service options with indicative costs, data recording and public-communication use (quality claims, certifications), and integration with authority monitoring. Equipment and laboratory analyses are not included. |
| **Scope & quantitative specification** | • Site and obligation assessment per SME.<br>• Parameter/point plan and option comparison (min. 3).<br>• Data recording and communication protocol. Maximum 6 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Monitoring plan per SME.<br>• Option comparison with costs.<br>• Recording and communication protocol.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Comparable water quality evidence supports joint environmental positioning of both locations. |

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| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.500,00 (incl. VAT) per SME |
| **What is not included** | Sensors, equipment and laboratory analyses are not eligible. The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-48 | Beach environmental quality and visitor pressure assessment

| **Code and Service name** | **LTB-V1-48\| Beach environmental quality and visitor pressure assessment** |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: Tu |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Beach quality and visitor pressure assessment.<br>Target SMEs:<br>• Tourism SMEs and beach/coastal facility operators balancing visitor numbers and environmental quality. |
| **Service description** | Assessment of beach/coastal environmental quality and visitor pressure for the SMEs' locations: environmental status review, visitor load analysis, carrying-capacity estimate, and a management plan with measures (zoning, services, communication) to protect quality while sustaining revenue. |
| **Scope & quantitative specification** | • Environmental and visitor-load review per location.<br>• Carrying-capacity estimate.<br>• Management plan with min. 8 measures. Maximum 6 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Assessment report per location.<br>• Carrying-capacity estimate.<br>• Management plan. |

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| | Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>A common management approach supports joint sustainable-destination positioning. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-49 | Strategic planning, monitoring and evaluation framework

| Code and Service name | LTB-V1-49\| Strategic planning, monitoring and evaluation framework |
|---|---|
| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Structured strategic planning with monitoring/evaluation methodology.<br>Target SMEs:<br>• SMEs formalising strategy, goals and performance monitoring;<br>• partnerships defining their joint strategy. |
| **Service description** | Facilitated development of the SMEs' strategic framework: vision and goals, strategy and action plan/roadmap, and a monitoring, reporting |

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| | and evaluation methodology with responsibilities and review rhythm, including the joint strategic priorities of the partnership. |
| **Scope & quantitative specification** | • Strategy workshops (min. 3) with both SMEs.<br>• Goals, strategy and 24-month action plan per SME + joint section.<br>• Monitoring/evaluation methodology and review calendar. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Strategic plan per SME with joint partnership section.<br>• Action plan/roadmap.<br>• Monitoring and evaluation methodology.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>One aligned strategic frame keeps the two companies' development and the joint project moving in the same direction. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V1-50 | Applied research and business analysis support

| Code and Service name | LTB-V1-50\| Applied research and business analysis support |
|---|---|
| **Type / Voucher / Sectors** | Advisory \| Voucher 1 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Support in preparing and conducting primary/secondary research.<br>Target SMEs:<br>• SMEs needing evidence for a defined business decision (market, product, process, location). |
| **Service description** | Design and execution support for one applied research/business analysis per partnership: research question and methodology, instrument design, execution of secondary research and support in primary data collection, analysis and a decision-oriented report. Complements LTB-V1-25, which is specifically customer/market validation. |
| **Scope & quantitative specification** | • Research question and methodology design.<br>• Secondary research execution; primary collection support (instruments, sample, supervision).<br>• Analysis and decision memo. Maximum 8 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Methodology note and instruments.<br>• Research report with analysis.<br>• Decision memo with recommendations.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |

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| **Cross-border added value & impact measurement** | Cross-border added value:<br>One evidence base covering both national contexts of the partnership. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

# Voucher 2 | Pillar 2: Skills & Education

## 2.1 Digital competences and cybersecurity

### LTB-V2-01 | Digital skills gap analysis

| Code and Service name | LTB-V2-01| Digital skills gap analysis |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Employers cannot specify which digital skills their staff lack.<br>Target SMEs:<br>• SMEs planning digital training investments or introducing new digital tools. |
| **Service description** | Assessment of the actual digital competences of staff in both partner SMEs against the requirements of their tasks, tools and security practices, and preparation of a prioritised competence development plan used to select the training services of this pillar. |
| **Scope & quantitative specification** | • Competence self-assessment + structured verification for up to 15 employees per SME.<br>• Task/tool requirement mapping.<br>• Gap report and prioritised training plan per SME. Maximum 5 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Digital competence gap report per SME.<br>• Individual development recommendations (anonymised summary).<br>• Prioritised training plan linked to catalogue training codes.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the |

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| | payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>A common competence baseline lets the partners attend joint trainings at the right level. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.750,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

### LTB-V2-02 | Training: digital tools and processes in daily operations (sector-adapted)

| Code and Service name | LTB-V2-02\| Training: digital tools and processes in daily operations (sector-adapted) |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Low practical use of digital tools in daily operations across sectors.<br>Target SMEs:<br>• Operational staff and middle management of both SMEs. |
| **Service description** | Practical course on the effective use of digital tools in the SMEs' actual processes (documents and collaboration, spreadsheets for operational records, digital communication with customers, basic process digitalisation), with exercises built on the participants' own work examples. |
| **Scope & quantitative specification** | • Course duration: 24 teaching hours over 3 day(s); delivery mode: in person at the service provider's premises (both |

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| | partner SMEs attend jointly), with any days beyond the first two delivered online.<br>• Topics: digital collaboration and document management; operational records and spreadsheets; customer communication tools; introduction to process digitalisation.<br>• Participants: between 2 and 6 per company (both partner SMEs attend jointly).<br>• Language of delivery: English, with terminology support in Croatian and Italian; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Joint sessions build shared digital work practices between the partner teams that will cooperate daily. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.700,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other |

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| | investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-03 | Workshop: applied artificial intelligence in business operations

| Code and Service name | LTB-V2-03| Workshop: applied artificial intelligence in business operations |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• SMEs ask where AI concretely saves time and cost.<br>Target SMEs:<br>• Management and key users of both SMEs. |
| **Service description** | Hands-on workshop applying AI tools to the SMEs' concrete cases: text and document automation, analysis of business data, customer communication, and AI-assisted work in the participants' actual roles, including usage policies and data protection boundaries. |
| **Scope & quantitative specification** | • Course duration: 16 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: AI tool landscape for SMEs; prompt techniques on participants' own tasks; AI in customer communication and data analysis; internal AI usage policy and GDPR boundaries.<br>• Participants: between 2 and 5 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form. |

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| | • Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Draft internal AI usage policy per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Shared AI practices and a common usage policy support the partners' joint digital workflows. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.700,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-04 | Training: cybersecurity awareness and safe digital practices

| Code and Service name | LTB-V2-04\| Training: cybersecurity awareness and safe digital practices |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Human error is the dominant SME security risk; low awareness reported. |

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| | Target SMEs:<br>• All employees of both SMEs (group sessions). |
| **Service description** | Awareness course covering safe daily digital behaviour: passwords and authentication, phishing recognition (with live simulated examples), safe handling of customer and personal data, mobile and remote work risks, and incident reporting. |
| **Scope & quantitative specification** | • Course duration: 12 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: passwords and MFA; phishing recognition with simulation exercise; personal data handling; mobile/remote work; incident reporting procedure.<br>• Participants: between 3 and 10 per company (both partner SMEs attend jointly).<br>• Language of delivery: Croatian and Italian sessions with common English materials; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Phishing simulation summary and incident reporting one-pager per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner |

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| | performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>A uniform security culture protects the data the partners exchange with each other. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-05 | Mentoring programme: digital transformation for owners and managers

| Code and Service name | LTB-V2-05\| Mentoring programme: digital transformation for owners and managers |
|---|---|
| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Owners must take digital investment decisions without technical background.<br>Target SMEs:<br>• Owners and top managers of both SMEs (max. 3 per company). |
| **Service description** | Structured mentoring programme for decision-makers: reading digital investment proposals, total cost of ownership, vendor management, change management during digitalisation, and data-driven management, delivered through individual and joint mentoring sessions on the SMEs' real decisions. |
| **Scope & quantitative specification** | • 6 mentoring sessions of 4 hours each: on-site at each company (2 days per company) plus 1 joint online session; no participant travel. |

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| | • Total 24 mentoring hours; participants: 1–3 owners/managers per company.<br>• Language: English.<br>• Each session documented with decisions and follow-ups. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Decision log and personal action plan per participating manager.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Joint sessions align the two managements' digital investment logic – the basis for joint projects. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 5.900,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## 2.2 Advanced maritime and industrial technologies

### LTB-V2-06 | Training: Industry 4.0 technologies

| Code and Service name | LTB-V2-06| Training: Industry 4.0 technologies |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: B, T, R |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Production SMEs need orientation in robotics, simulation, integration, additive manufacturing.<br>Target SMEs:<br>• Technical staff and production management of both SMEs. |
| **Service description** | Course on one or more Industry 4.0 technology groups selected in the SME application (advanced robotics; simulation; vertical/horizontal system integration; additive manufacturing/3D printing; blockchain applications in production), focused on realistic adoption paths for SMEs. |
| **Scope & quantitative specification** | • Course duration: 16 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: selected Industry 4.0 technology group(s) as fixed in the application; SME adoption cases; investment and skill prerequisites; adoption roadmap exercise.<br>• Participants: between 2 and 5 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Technology adoption mini-roadmap per SME. |

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| | Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Common technology understanding prepares compatible investments along the partners' joint value chain. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.700,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-07 | Training: advanced shipbuilding technologies and the green shipyard

| Code and Service name | LTB-V2-07\| Training: advanced shipbuilding technologies and the green shipyard |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: B |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Shipyards need composites/lightweight, modular construction, welding automation and retrofit competences.<br>Target SMEs:<br>• Technical staff and production management of shipbuilding/repair SMEs. |

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| **Service description** | Course on advanced shipbuilding technologies: composite and lightweight materials, modular construction, welding automation, retrofit practice, and green shipyard operations (energy, waste, hazardous materials), with cases relevant to the two SMEs' production programmes. |
| **Scope & quantitative specification** | • Course duration: 16 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: composites and lightweight structures; modular construction; welding automation; retrofit; green shipyard practice.<br>• Participants: between 2 and 5 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Prepares complementary production competences for joint orders of the two yards. |

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| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-08 | Training: applying marine research and innovation (TRL, IP, university cooperation)

| Code and Service name | LTB-V2-08\| Training: applying marine research and innovation (TRL, IP, university cooperation) |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• SMEs do not exploit research results or cooperate with universities.<br>Target SMEs:<br>• Managers and development staff of both SMEs. |
| **Service description** | Course on absorbing research and innovation: technology readiness levels in practice, IP and licensing basics, models of cooperation with universities and institutes, and identification of concrete cooperation opportunities for the two SMEs. |
| **Scope & quantitative specification** | • Course duration: 12 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: TRL in SME practice; IP/licensing basics; university cooperation models and contacts in HR/IT; cooperation opportunity exercise.<br>• Participants: between 1 and 4 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |

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| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Shortlist of concrete research cooperation opportunities per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Connects both SMEs to the research systems of the two countries, enabling joint R&D projects. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## 2.3 ESG, reporting and climate risks

### LTB-V2-09 | Training: ESG fundamentals for the SME's sector

| Code and Service name | LTB-V2-09\| Training: ESG fundamentals for the SME's sector |
|---|---|
| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• ESG requirements from banks and buyers reach unprepared SMEs.<br>Target SMEs:<br>• Management and administrative staff of both SMEs. |
| **Service description** | Sector-adapted course on ESG fundamentals: material ESG topics of the blue economy sector concerned, ESG indicators and data, what banks and corporate buyers ask and why, and first steps of ESG management in an SME. |
| **Scope & quantitative specification** | • Course duration: 12 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: ESG basics and sector materiality; indicators and data sources; bank/buyer ESG questionnaires; SME ESG starter plan.<br>• Participants: between 2 and 5 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• ESG starter plan outline per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. |

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| | If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Shared ESG language prepares the partnership for joint tenders with ESG criteria. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-10 | Training: preparing an ESG report and answering bank/customer ESG questionnaires

| Code and Service name | LTB-V2-10\| Training: preparing an ESG report and answering bank/customer ESG questionnaires |
|---|---|
| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Concrete requests (bank questionnaires, buyer audits) already arriving; SMEs cannot answer.<br>Target SMEs:<br>• Staff responsible for finance/quality/reporting in both SMEs. |
| **Service description** | Practical course taking participants through the full preparation of an SME sustainability report and the answering of real bank and customer ESG questionnaires, using the SMEs' own data (VSME-aligned). |

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| **Scope & quantitative specification** | • Course duration: 16 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: report structure (VSME logic); data collection and evidence; completing real bank/buyer questionnaires; common pitfalls.<br>• Participants: between 1 and 4 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Draft skeleton ESG report per SME produced during the course.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Consistent reporting of both partners strengthens joint credibility towards financiers. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.700,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, |

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| | configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-11 | Training: carbon footprint management

| Code and Service name | LTB-V2-11\| Training: carbon footprint management |
|---|---|
| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Carbon data requested in supply chains; no internal capacity.<br>Target SMEs:<br>• Technical/administrative staff who will own carbon data in each SME. |
| **Service description** | Course enabling participants to collect activity data, apply emission factors, maintain the organisational footprint year over year and identify reduction options, based on the GHG Protocol and the SMEs' own data. |
| **Scope & quantitative specification** | • Course duration: 12 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: GHG Protocol basics; activity data and factors; calculation exercise on own data; maintaining and reducing the footprint.<br>• Participants: between 1 and 3 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form. |

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| | • Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Working footprint calculation sheet per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Identical method on both sides enables a joint partnership footprint statement. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-12 | Training: climate risks and adaptation for coastal businesses

| Code and Service name | LTB-V2-12\| Training: climate risks and adaptation for coastal businesses |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Coastal SMEs underestimate physical climate risks to assets and seasons. |

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| | Target SMEs:<br>• Owners, managers and facility/operations staff of both SMEs. |
| **Service description** | Course on climate risks relevant to Adriatic coastal businesses (storms, sea level, heat, biodiversity shifts) and practical adaptation measures, insurance implications and early-warning resources, applied to the participants' own facilities and operations. |
| **Scope & quantitative specification** | • Course duration: 12 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: Adriatic climate risk picture; asset and season vulnerability exercise; adaptation measures and costs; insurance and early-warning tools.<br>• Participants: between 1 and 4 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Facility-level risk and adaptation worksheet per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |

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| **Cross-border added value & impact measurement** | Cross-border added value:<br>Shared risk awareness protects the continuity of the joint cross-border operations. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-13 | Training: energy transition readiness

| **Code and Service name** | **LTB-V2-13\| Training: energy transition readiness** |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Energy cost pressure and decarbonisation requirements;<br>• low internal readiness (UNIZD addition in v2).<br>Target SMEs:<br>• Management and technical staff of both SMEs. |
| **Service description** | Course assessing the organisation's readiness for the energy transition and building the competences to advance it: energy management basics, renewable options for coastal SMEs, financing instruments and prioritisation of steps. |
| **Scope & quantitative specification** | • Course duration: 12 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: energy management basics; renewables and storage options for SMEs; financing instruments; readiness self-assessment and priority exercise.<br>• Participants: between 1 and 4 per company (both partner SMEs attend jointly). |

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| | • Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Energy transition readiness score and priority list per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Aligned energy plans support joint green branding of the partnership. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## 2.4 Circular economy and sectoral sustainability

## LTB-V2-14 | Workshop: circular economy practices

| Code and Service name | LTB-V2-14| Workshop: circular economy practices |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Staff-level knowledge gap on prevention, reuse and valorisation practices.<br>Target SMEs:<br>• Operational staff and management of both SMEs. |
| **Service description** | Practice-oriented workshop on integrating circular models into the SMEs' processes: waste prevention, reuse, recycling, by-product valorisation, with exercises on the SMEs' own material flows. Educational counterpart to the advisory services LTB-V1-32/33. |
| **Scope & quantitative specification** | • Course duration: 12 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: circular economy in the blue economy; prevention and reuse practice; valorisation cases; exercise on own flows.<br>• Participants: between 2 and 6 per company (both partner SMEs attend jointly).<br>• Language of delivery: English, with terminology support in Croatian and Italian; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Circular idea shortlist per SME from the workshop exercise.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; |

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| | participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Cross-company exercise reveals circular loops between the two partners. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-15 | Training: sustainable aquaculture practices

| Code and Service name | LTB-V2-15\| Training: sustainable aquaculture practices |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Farms need biosecurity, water quality, feeding optimisation and certification-prep competences.<br>Target SMEs:<br>• Farm staff and management of aquaculture SMEs. |
| **Service description** | Course on sustainable aquaculture operations: biosecurity and disease prevention, water quality management, feeding optimisation, preparation for sustainability certification, and digital monitoring practices, adapted to the species and systems of the participating SMEs. |

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| **Scope & quantitative specification** | • Course duration: 16 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: biosecurity and disease prevention; water quality; feeding optimisation; certification preparation; digital monitoring.<br>• Participants: between 2 and 5 per company (both partner SMEs attend jointly).<br>• Language of delivery: English, with terminology support in Croatian and Italian; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Farm-level improvement checklist per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Aligned practices prepare the partners for joint certified market presence. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |

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| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-16 | Training: zero-waste and food-waste reduction in hospitality

| **Code and Service name** | **LTB-V2-16\| Training: zero-waste and food-waste reduction in hospitality** |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: Tu |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Hospitality SMEs face waste costs and guest expectations of sustainable practice.<br>Target SMEs:<br>• Kitchen, service and management staff of hospitality/tourism SMEs. |
| **Service description** | Practical course on zero-waste operations in hospitality: food waste measurement and reduction, purchasing and menu design, bio-waste handling, guest communication, and cost accounting of waste, with on-site exercises. |
| **Scope & quantitative specification** | • Course duration: 12 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: food waste measurement; menu and purchasing design; bio-waste handling and regulations; guest communication; waste cost accounting.<br>• Participants: between 2 and 6 per company (both partner SMEs attend jointly).<br>• Language of delivery: Croatian and Italian sessions with common English materials; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables: |

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| | • Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Waste baseline measurement and reduction plan per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>A joint sustainable-hospitality standard supports common promotion of the two destinations. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## 2.5 Regulatory and standards competences

### LTB-V2-17 | Training: food safety and traceability regulations for seafood

| Code and Service name | LTB-V2-17\| Training: food safety and traceability regulations for seafood |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Regulatory complexity in seafood processing and export named as barrier.<br>Target SMEs:<br>• Quality, production and administrative staff of seafood SMEs. |
| **Service description** | Course on the EU food safety and traceability framework applicable to seafood: hygiene package obligations, labelling, batch traceability, official controls, and export documentation, with exercises on the SMEs' own products. |
| **Scope & quantitative specification** | • Course duration: 12 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: EU hygiene package in practice; labelling; batch traceability; official controls; export documentation exercise.<br>• Participants: between 1 and 4 per company (both partner SMEs attend jointly).<br>• Language of delivery: Croatian and Italian sessions with common English materials; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Compliance checklist for the SMEs' own products.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself |

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| | block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Common compliance understanding secures the partners' joint export chain. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

### LTB-V2-18 | Training: maritime regulatory compliance (SOLAS, MARPOL, IMO instruments)

| Code and Service name | LTB-V2-18\| Training: maritime regulatory compliance (SOLAS, MARPOL, IMO instruments) |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: B, T |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Compliance training on MARPOL/SOLAS/IMO explicitly requested by transport SMEs.<br>Target SMEs:<br>• Operations staff and management of vessel-operating and shipbuilding SMEs. |
| **Service description** | Course on the maritime regulatory instruments relevant to the participating SMEs: SOLAS and MARPOL obligations in daily operations, relevant IMO codes, flag/port state control practice, and documentation management, applied to the SMEs' vessel types. |

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| **Scope & quantitative specification** | • Course duration: 12 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: SOLAS/MARPOL obligations by vessel type; relevant IMO codes; PSC preparation; documentation exercise.<br>• Participants: between 1 and 4 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• PSC-readiness checklist per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Harmonised compliance practice reduces risk in the partners' joint transport operations. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other |

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| | investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-19 | Training: tourism, consumer protection and data rules for tourism SMEs

| Code and Service name | LTB-V2-19\| Training: tourism, consumer protection and data rules for tourism SMEs |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: Tu |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Tourism SMEs face consumer, package-travel and data protection rules without in-house expertise.<br>Target SMEs:<br>• Management and front-office staff of tourism/hospitality SMEs. |
| **Service description** | Course on the regulatory frame of tourism services: consumer protection and package travel rules, booking and cancellation terms, guest data under GDPR, and platform/OTA contract basics, with exercises on the SMEs' own terms and documents. |
| **Scope & quantitative specification** | • Course duration: 12 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: consumer/package travel rules; booking terms exercise; guest data and GDPR; OTA/platform contracts.<br>• Participants: between 1 and 4 per company (both partner SMEs attend jointly).<br>• Language of delivery: Croatian and Italian sessions with common English materials; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form. |

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| | • Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Reviewed booking terms and GDPR notice drafts per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Compliant joint packages of the two partners can be marketed across both countries. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-20 | Training: preparing for certification audits (quality and sector standards)

| Code and Service name | LTB-V2-20\| Training: preparing for certification audits (quality and sector standards) |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies: |

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| | • SMEs fail or postpone audits due to lack of internal preparation competence.<br>Target SMEs:<br>• Quality owners in both SMEs preparing for a specific certification fixed in the application. |
| **Service description** | Course building internal audit-preparation capacity for the certification standard fixed in the SME application: requirement interpretation, documentation and records, internal audit practice, non-conformity handling and audit-day conduct. |
| **Scope & quantitative specification** | • Course duration: 12 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: requirements of the selected standard; documentation and records; internal audit exercise; non-conformity handling; audit-day preparation.<br>• Participants: between 1 and 3 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Internal audit plan and mock-audit findings per SME.<br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner |

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| | performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Joint certification readiness supports the partnership's common quality claims. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## 2.6 Management, innovation and organisational competences

### LTB-V2-21 | Training: leadership and change management

| Code and Service name | LTB-V2-21\| Training: leadership and change management |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Transformation plans fail at implementation due to weak change leadership.<br>Target SMEs:<br>• Owners, managers and team leaders of both SMEs. |
| **Service description** | Course on leading change in small organisations: communicating change, decision-making, involving employees, handling resistance, and sustaining new practices, built around the concrete changes the two SMEs are implementing in their joint project. |
| **Scope & quantitative specification** | • Course duration: 16 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly). |

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| | • Topics: change leadership basics; communication and involvement; resistance handling; sustaining practices; application to the SMEs' current changes.<br>• Participants: between 1 and 4 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Change plan for one real initiative per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Joint sessions align how the two managements will lead the shared project. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.700,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic |

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| | activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-22 | Workshop: business model development

| Code and Service name | LTB-V2-22\| Workshop: business model development |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• SMEs need structured support to validate new/changed business models (UNIZD addition in v2).<br>Target SMEs:<br>• Owners and managers of both SMEs. |
| **Service description** | Facilitated workshop developing and stress-testing a new or adjusted business model for each SME (or a joint model for the partnership): value proposition, revenue logic, cost structure, channels and key risks, with a validation to-do list. |
| **Scope & quantitative specification** | • Course duration: 12 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: business model canvas on own business; value proposition sharpening; revenue/cost logic; risk stress-test; validation plan.<br>• Participants: between 1 and 3 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME. |

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| | • Documented business model canvas and validation plan per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>A joint canvas exercise defines the business logic of the partnership itself. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

### LTB-V2-23 | Training: innovation management methods (incl. design sprint)

| Code and Service name | LTB-V2-23\| Training: innovation management methods (incl. design sprint) |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• No structured method for moving ideas to validated concepts.<br>Target SMEs:<br>• Managers and development staff of both SMEs. |

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| **Service description** | Course on practical innovation methods for SMEs: idea funnels, prioritisation, rapid prototyping logic and a facilitated mini design sprint on one real challenge of the partnership. Facilitation/education only; product development itself belongs to Voucher 1. |
| **Scope & quantitative specification** | • Course duration: 16 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: innovation funnel and prioritisation; validation methods; facilitated mini design sprint on a real joint challenge; embedding the method internally.<br>• Participants: between 1 and 4 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Design sprint outcome summary and method playbook.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>The sprint is run on a joint challenge, producing a shared concept for the partnership. |

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| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.700,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-24 | Training: project management for SME teams

| **Code and Service name** | **LTB-V2-24\| Training: project management for SME teams** |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Weak planning, monitoring and budget control in development projects.<br>Target SMEs:<br>• Staff who lead or will lead projects in both SMEs. |
| **Service description** | Course on practical project management: scoping, planning, responsibility assignment, progress and budget monitoring, risk registers and reporting, exercised on the SMEs' actual voucher project. |
| **Scope & quantitative specification** | • Course duration: 16 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: scoping and planning; roles and responsibilities; progress/budget monitoring; risk register; reporting exercise on the current project.<br>• Participants: between 1 and 4 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery. |

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| | • Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Project plan and risk register for the SMEs' current project.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>One shared plan and reporting rhythm for the partnership's joint project. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.700,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-25 | Training: EU grant applications with project management basics

| Code and Service name | LTB-V2-25\| Training: EU grant applications with project management basics |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |

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| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• SMEs miss EU funding due to application complexity.<br>Target SMEs:<br>• Managers/staff who will prepare the SMEs' funding applications. |
| **Service description** | Course on preparing competitive EU/national grant applications: intervention logic (logframe), work packages and budgets, partner roles, compliance, and reporting/audit basics, exercised on a real funding idea of each SME. Coordinated with LTB-V2-24 to avoid overlap. |
| **Scope & quantitative specification** | • Course duration: 16 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: funding landscape; intervention logic exercise; work packages/budget; compliance and audit basics; application skeleton on own idea.<br>• Participants: between 1 and 3 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Application skeleton (concept-level) per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner |

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| | performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Prepares the partners to apply jointly for CB funding after LEAP TO BLUE. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.700,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-26 | Training: financial management and access to green/sustainable finance

| Code and Service name | LTB-V2-26\| Training: financial management and access to green/sustainable finance |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Weak cash-flow practice and no knowledge of green finance instruments.<br>Target SMEs:<br>• Owners and finance staff of both SMEs. |
| **Service description** | Course on SME financial management with a green finance focus: cash-flow planning, investment appraisal basics, ESG-linked bank requirements, and the landscape of green/sustainable finance instruments available in HR and IT. Distinct from LTB-V3-07 (investment readiness advisory). |
| **Scope & quantitative specification** | • Course duration: 12 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly). |

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| | • Topics: cash-flow planning exercise; investment appraisal basics; ESG-linked lending; green finance instruments HR/IT.<br>• Participants: between 1 and 3 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Financing option map per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>A common financial language supports joint investment decisions of the partnership. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## 2.7 Market, sales and customer competences

### LTB-V2-27 | Training: international sales competences

| Code and Service name | LTB-V2-27\| Training: international sales competences |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Sales skills gap blocks the step from production to higher-value selling.<br>Target SMEs:<br>• Sales staff and managers of both SMEs. |
| **Service description** | Course on structured B2B sales for international markets: segmentation, qualification, value-based selling of the SMEs' actual offers, sales process and pipeline discipline, and international buyer expectations. |
| **Scope & quantitative specification** | • Course duration: 16 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: segmentation and qualification; value-based pitch on own offer; sales process and pipeline; international buyer practice; role-play exercises.<br>• Participants: between 1 and 4 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Sales playbook draft per SME.<br>Verification: |

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| | Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Trains the joint pitch of the partnership's combined offer. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.700,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-28 | Training: digital marketing skills

| **Code and Service name** | **LTB-V2-28\| Training: digital marketing skills** |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Low international visibility named a top barrier;<br>• digital marketing skills gap.<br>Target SMEs:<br>• Marketing-responsible staff of both SMEs. |
| **Service description** | Hands-on course on digital marketing execution: content planning, SEO basics, social media for B2B/B2C, campaign setup, analytics and |

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| | conversion measurement, exercised on the SMEs' actual channels. Educational counterpart of the advisory service LTB-V3-08. |
| **Scope & quantitative specification** | • Course duration: 16 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: content planning; SEO basics; social media practice; campaign setup exercise; analytics and conversions.<br>• Participants: between 1 and 4 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• 90-day content and campaign calendar per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Coordinated calendars support the partnership's joint visibility actions. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.700,00 (incl. VAT) per SME |

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| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-29 | Training: customer experience and intercultural communication

| **Code and Service name** | **LTB-V2-29\| Training: customer experience and intercultural communication** |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: Tu (primary); all |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• International guests/customers require higher service and intercultural competence.<br>Target SMEs:<br>• Customer-facing staff of both SMEs. |
| **Service description** | Course on customer experience and intercultural communication: mapping the customer journey of the SMEs' actual services, service standards, complaint handling, and communication with international customers and partners. |
| **Scope & quantitative specification** | • Course duration: 12 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: customer journey mapping on own service; service standards; complaint handling role-play; intercultural communication practice.<br>• Participants: between 2 and 6 per company (both partner SMEs attend jointly).<br>• Language of delivery: English, with terminology support in Croatian and Italian; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery. |

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| | • Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Service standard one-pager and complaint script per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>A common service standard underpins jointly sold packages of the partnership. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-30 | Training: B2B negotiation

| Code and Service name | LTB-V2-30\| Training: B2B negotiation |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |

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| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Weak negotiation practice against larger international buyers.<br>Target SMEs:<br>• Owners, managers and sales staff of both SMEs. |
| **Service description** | Course on B2B negotiation: preparation and BATNA, offer structuring, price defence, tactics recognition, and post-meeting follow-up, exercised in role-plays based on the SMEs' real negotiation cases. |
| **Scope & quantitative specification** | • Course duration: 12 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: negotiation preparation and BATNA; offer structuring; price defence role-plays; tactics; follow-up discipline.<br>• Participants: between 1 and 4 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Negotiation preparation template filled for one live case per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |

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| **Cross-border added value & impact measurement** | Cross-border added value:<br><br>Prepares the partners to negotiate as one consortium towards large buyers. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## 2.8 Programme design and applied research competences

### LTB-V2-31 | Apprenticeship and work-based learning programme design

| Code and Service name | LTB-V2-31\| Apprenticeship and work-based learning programme design |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 2 \| Applicable sectors: B (primary); all |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Customised apprenticeships and work-based learning named as shipbuilding-sector need.<br>Target SMEs:<br>• SMEs building structured internal apprenticeship/work-based learning to secure scarce technical staff. |
| **Service description** | Design of a company-specific apprenticeship or work-based learning programme: competence profiles for target roles, learning plan combining mentored work and instruction, mentor guidelines, assessment and progression criteria, and links to vocational schools/ITS academies and universities in HR and IT. |
| **Scope & quantitative specification** | • Role and competence profiling per SME (min. 2 roles each).<br>• Learning plan with mentored-work and instruction modules.<br>• Mentor guidelines and assessment criteria. |

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| | • Institutional cooperation plan (schools/academies). Maximum 6 expert days in total. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Apprenticeship programme documentation per SME.<br>• Mentor guidelines and assessment sheets.<br>• Institutional cooperation plan.<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; a presentation/hand-over session with both SMEs; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Mirrored programmes allow staff exchanges and joint training between the two partners. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 4.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

## LTB-V2-32 | Training: research methods and data use for SMEs

| Code and Service name | LTB-V2-32\| Training: research methods and data use for SMEs |
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| **Type / Voucher / Sectors** | Training \| Voucher 2 \| Applicable sectors: R, B, T, Tu (all) |

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| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• Research methods and data-use skills named in the initial core service list.<br>Target SMEs:<br>• Staff who prepare analyses and decisions in both SMEs. |
| **Service description** | Course on practical research and data skills for business decisions: framing a research question, secondary sources and their reliability, simple primary methods (surveys, interviews), basic analysis in spreadsheets, and presenting evidence to decision-makers, exercised on the SMEs' real questions. |
| **Scope & quantitative specification** | • Course duration: 12 teaching hours over 2 day(s); delivery mode: in person at the service provider's premises (both partner SMEs attend jointly).<br>• Topics: research question framing; secondary sources; survey/interview basics; spreadsheet analysis; evidence presentation.<br>• Participants: between 1 and 3 per company (both partner SMEs attend jointly).<br>• Language of delivery: English; training materials are handed over to participants in electronic form. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Training programme (syllabus) adapted to the two SMEs, agreed before delivery.<br>• Complete training materials (presentations, exercises, case examples) in electronic form.<br>• Training report with attendance records, evaluation results and recommendations for applying the acquired knowledge in each SME.<br>• Completed mini-research assignment per SME.<br><br>Verification:<br>Delivery is verified through: attendance sheets signed by participants for each training day; training materials delivered to participants; participant evaluation forms; a short training report; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the |

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| | payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Common method standards make the partners' analyses mutually usable. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development, technical implementation, configuration or system maintenance; construction works or other investment costs; activities required by law or routine/periodic activities (tax, standard accounting); activities already funded from other sources. |

# Voucher 3 | Pillar 3: Internationalisation

## 3.1 Market entry, export readiness and regulatory compliance

### LTB-V3-01 | International Market Entry Strategy

| Code and Service name | LTB-V3-01\| International Market Entry Strategy |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 3 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you want to grow abroad but do not know which market to prioritise<br>• you lack a structured market entry plan and a clear go-to-market sequence<br>• you do not know which customers, distributors or sales channels to target<br>• the Croatian and Italian partner need to align a joint international presence<br>Target SMEs:<br>• SMEs planning international growth<br>• SMEs without a clear market entry plan<br>• cross-border partners entering a new market jointly |
| **Service description** | Integrated advisory and analytical support for identifying and capturing international growth opportunities. Development of a market entry strategy for one or two priority international markets identified by the SME. Includes: market sizing and demand analysis for the SME's product or service; competitive landscape review; customer segmentation and target buyer profiles; entry mode selection (direct export, distributor, agent, e-commerce, partnership); regulatory and standards overview for target markets; and a structured go-to-market action and/or 3-year operative plan with milestones for foreign market development with GANTT chart, responsibilities and budget estimates, and selection and justification of target trade fairs aligned with the SME's products and markets. |
| **Scope & quantitative specification** | • Fisheries, aquaculture and marine resources: market analysis for products, processing, traceable/certified products, HoReCa and B2B distribution channels. |

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| | • Smart shipbuilding and maritime technology: market analysis for service, technology, component, maintenance or green shipbuilding niches.<br>• Smart maritime transport and logistics: market analysis for logistics routes, port services, fleet services and cross-border supply chains.<br>• Maritime and coastal tourism: analysis of international tourism segments, nautical markets, charter and destination packages. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Market opportunity assessment report with priority markets summary<br>• market entry strategy document (35 pages) and target market assessment<br>• formal written positioning recommendations<br>• 3-year operative plan for foreign market development with detailed Gantt chart. Covers up to two target markets<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Designed for the Croatian-Italian SME pair: it aligns objectives, a complementary offer and a joint presence, so the two SMEs enter the target market together, combining product ranges, references and commercial contacts across the border.<br><br>Expected business impact:<br>• a clearer, evidence-based choice of markets and customers<br>• lower risk and cost when entering a new market<br>• better readiness to approach distributors and partners<br>• a shared Croatian-Italian go-to-market direction |

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| | Impact measurement:<br>Impact is assessed against the KPIs set in the market entry plan (e.g. number of priority markets validated, number of qualified contacts/leads generated within 12 months, share of the action plan implemented) and verified at the final review with the SME.<br><br>Digital & green contribution:<br>Digital contribution: may include the analysis of digital channels, online marketplaces and digital sales models.<br>Green contribution: helps position sustainable products and services and reduce inefficient promotional activity. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 13.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development or technical implementation; construction works or other investment costs; activities required by law or routine/periodic activities (e.g. standard accounting); activities already funded from other sources. |

## LTB-V3-02 | Export Readiness Assessment

| Code and Service name | LTB-V3-02\| Export Readiness Assessment |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 3 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you are considering export but are unsure whether the company is ready<br>• you need an objective view of internal capacity, organisation and digital readiness<br>• you want to know which gaps to close first, at low cost<br>• the two partner SMEs want a comparable readiness baseline<br>Target SMEs:<br>• SMEs preparing for their first export steps<br>• SMEs uncertain about their readiness<br>• cross-border partners needing a common starting point |

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| **Service description** | Advisory assessment of SME readiness for internationalisation, including internal capacity, market preparation, traditional and digital marketing assessment, compliance awareness, logistics considerations and digital readiness for export activities. Diagnostic only: does not include the market entry strategy itself (see LTB-V3-01). |
| **Scope & quantitative specification** | • Fisheries, aquaculture and marine resources: readiness for certified/traceable product export and cold-chain requirements.<br>• Smart shipbuilding and maritime technology: readiness for technical documentation and international customers.<br>• Smart maritime transport and logistics: readiness for cross-border service provision and compliance.<br>• Maritime and coastal tourism: readiness for international distribution and digital booking channels. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Export readiness assessment report<br>• identified strengths and gaps<br>• prioritised recommendations<br>• draft readiness improvement checklist<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Gives the Croatian-Italian pair a shared, comparable readiness baseline, so both SMEs start their joint internationalisation from an aligned level of preparation.<br><br>Expected business impact:<br>• a realistic picture of export strengths and gaps<br>• prioritised, low-cost improvement actions |

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| | • a solid basis to decide whether/when to launch LTB-V3-01<br>• aligned expectations within the cross-border partnership<br><br>Impact measurement:<br>Impact is measured through the readiness score/checklist produced (baseline vs target) and the number of priority gaps addressed, verified at the final review.<br><br>Digital & green contribution:<br>Digital contribution: assesses the SME's digital readiness for export (web presence, data, digital marketing).<br>Green contribution: reviews the sustainability readiness relevant to international markets. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.750,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development or technical implementation; construction works or other investment costs; activities required by law or routine/periodic activities (e.g. standard accounting); activities already funded from other sources. |

## LTB-V3-03 | Export Regulatory Compliance Consulting

| Code and Service name | LTB-V3-03\| Export Regulatory Compliance Consulting |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 3 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you do not know which regulations, standards or certifications apply to the target market<br>• you risk non-compliance with customs, technical or sanitary requirements<br>• you need to understand tariffs and trade-agreement implications<br>• the two partner SMEs must align documentation and standards<br>Target SMEs: |

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| | • SMEs preparing to export<br>• compliance and export staff<br>• technical management |
| **Service description** | Consulting on regulatory requirements for exporting the SME's products or services to identified international markets. Includes: identification of applicable regulations, standards and certifications for target markets; customs and trade documentation requirements; sanitary, phytosanitary and technical barriers overview; tariff and trade agreement analysis; compliance gap assessment; label regulations compliance; and a structured compliance action plan with prioritised steps and estimated costs. |
| **Scope & quantitative specification** | • Fisheries, aquaculture and marine resources: food safety, traceability, labelling and third-country import requirements.<br>• Smart shipbuilding and maritime technology: technical standards, classification and certification requirements.<br>• Smart maritime transport and logistics: customs, maritime regulations, emissions and safety requirements.<br>• Maritime and coastal tourism: consumer protection, data protection and quality/sustainability marks. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Export regulatory compliance assessment report and action plan<br>• summary of applicable standards and requirements<br>• draft compliance preparation checklist. Covers up to two target export markets<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |

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| **Cross-border added value & impact measurement** | Cross-border added value:<br>Ensures the Croatian and Italian SME meet the same target-market requirements with aligned documentation, avoiding duplicated effort and enabling a coherent joint export offer.<br><br>Expected business impact:<br>• lower risk of blocked shipments or rejected documentation<br>• a clear, prioritised compliance roadmap with estimated costs<br>• faster, safer market entry<br>• aligned compliance responsibilities across the partnership<br><br>Impact measurement:<br>Impact is measured by the number of compliance gaps identified and closed and by the completeness of the export documentation checklist, verified at the final review.<br><br>Digital & green contribution:<br>Digital contribution: may include digital compliance checklists and documentation records.<br>Green contribution: covers environmental standards and sustainable-product requirements where relevant. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development or technical implementation; construction works or other investment costs; activities required by law or routine/periodic activities (e.g. standard accounting); activities already funded from other sources. |

## LTB-V3-04 | Legal and Cross-Border Contractual Assistance

| Code and Service name | LTB-V3-04\| Legal and Cross-Border Contractual Assistance |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 3 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies: |

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| | • you need to understand international trade law and customs obligations<br>• you must review contractual terms with foreign partners or distributors<br>• you want to reduce cross-border legal and reputational risk<br>• the partnership needs a common contractual framework<br>Target SMEs:<br>• SME owners<br>• export managers<br>• administrative and legal support staff |
| **Service description** | Advisory support for navigating international trade law basics, customs-related obligations, contractual considerations and cross-border compliance issues relevant to the international operations of the two partner SMEs. |
| **Scope & quantitative specification** | • Fisheries, aquaculture and marine resources: supply and distribution contracts, traceability clauses.<br>• Smart shipbuilding and maritime technology: subcontracting, supply and IP-related contractual terms.<br>• Smart maritime transport and logistics: transport, forwarding and service-level contractual terms.<br>• Maritime and coastal tourism: intermediation, OTA and booking-platform contractual terms. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Legal and regulatory guidance note<br>• summary of key compliance issues<br>• written recommendations<br>• draft risk checklist<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |

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| **Cross-border added value & impact measurement** | Cross-border added value:<br>Provides the Croatian-Italian pair with a common contractual and customs framework, reducing legal uncertainty in their joint international operations.<br><br>Expected business impact:<br>• safer, compliant cross-border operations<br>• clearer contractual terms and reduced legal risk<br>• a practical risk checklist to use going forward<br>• a shared legal basis for the partnership<br><br>Impact measurement:<br>Impact is measured by the number of contractual/compliance risks identified and mitigated and by the adoption of the recommended clauses, verified at the final review.<br><br>Digital & green contribution:<br>Digital contribution: may include digital contract templates and compliance records.<br>Green contribution: supports contractual clauses on sustainability and responsible sourcing where relevant. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 3.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development or technical implementation; construction works or other investment costs; activities required by law or routine/periodic activities (e.g. standard accounting); activities already funded from other sources. |

## 3.2 Cross-border partnerships and international funding

### LTB-V3-05 | Cross-Border Partnership Development and Agreement Framework

| Code and Service name | LTB-V3-05| Cross-Border Partnership Development and Agreement Framework |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 3 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you have a potential partner but no clear agreement on roles and benefits<br>• you want to develop a joint product, service, value chain or market presence<br>• you lack a structure for responsibilities, communication and data exchange<br>• you need a draft memorandum, letter of intent or cooperation model<br>Target SMEs:<br>• SMEs structuring cooperation with a Croatian or Italian partner<br>• SMEs developing a joint offer or value chain<br>• SMEs needing preparatory cooperation documents |
| **Service description** | Advisory support to develop and formalise the alliance between the SME pair and with third actors. Facilitates strategic collaboration with research institutions, professional clusters and networks; assists in defining partner profiles, evaluating candidates and exploring optimal structural models and commercial agreements; includes term sheet drafting assistance, negotiation strategy coaching, an overview of applicable legal frameworks and a roadmap for formal agreement execution. |
| **Scope & quantitative specification** | • Fisheries, aquaculture and marine resources: partnerships for processing, distribution, traceability and by-product valorisation.<br>• Smart shipbuilding and maritime technology: joint development of components, services, refit and green technologies.<br>• Smart maritime transport and logistics: connecting routes, ports, platforms and intermodal chains.<br>• Maritime and coastal tourism: joint tourism packages, nautical tourism and sustainable cross-border routes. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Partnership mapping and shortlists of cross-border partners<br>• meeting preparation briefs<br>• cross-border cooperation model<br>• draft term sheet / non-binding agreement (advisory function) |

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| | • roadmap for formal agreement execution<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>This service is intrinsically cross-border: it structures the Croatian-Italian alliance itself, turning an informal contact into an operational partnership with defined roles, benefits and a shared roadmap.<br><br>Expected business impact:<br>• clearer roles, responsibilities and joint benefit<br>• a higher chance of durable, operational cooperation<br>• better preparation for a joint offer or market presence<br>• lower risk of misunderstandings in the partnership<br><br>Impact measurement:<br>Impact is measured by the signature of a memorandum/letter of intent or the adoption of the cooperation model and by the number of joint actions agreed, verified at the final review.<br><br>Digital & green contribution:<br>Digital contribution: may include rules for data exchange, digital communication and joint reporting.<br>Green contribution: can connect partners in sustainable value chains, circular models or green initiatives. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 9.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development or technical implementation; construction works or other investment costs; activities required by law |

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| | or routine/periodic activities (e.g. standard accounting); activities already funded from other sources. |

## LTB-V3-06 | International Funding Application Support

| Code and Service name | LTB-V3-06\| International Funding Application Support |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 3 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you want to access EU or international funding but do not know which instruments fit<br>• you need help structuring a competitive application and budget<br>• you lack time or expertise to prepare a strong proposal<br>• the two partners want to apply jointly<br>Target SMEs:<br>• SME owners<br>• innovation and project teams<br>• finance managers seeking external funding |
| **Service description** | Direct operational support for preparing high-quality proposals for international/EU funding programmes relevant to the SME pair (tourism, aquaculture, blue technology and other sustainable blue economy initiatives). Includes funding opportunity mapping, application concept note, draft application input structure and preliminary budget formulation. |
| **Scope & quantitative specification** | • Fisheries, aquaculture and marine resources: funding for sustainable processing, traceability and innovation.<br>• Smart shipbuilding and maritime technology: funding for green technologies and product development.<br>• Smart maritime transport and logistics: funding for green logistics, digitalisation and port cooperation.<br>• Maritime and coastal tourism: funding for sustainable tourism products and destination development. |
| **Deliverables & verification of delivery** | Deliverables: |

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| | • Funding opportunity mapping report with shortlist of relevant instruments<br>• application concept note<br>• draft application structure<br>• funding-fit summary<br>• draft budget<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Prepares joint Croatian-Italian applications, positioning the partnership to access cross-border and EU funding that a single SME could not target alone.<br><br>Expected business impact:<br>• a shortlist of relevant, realistic funding instruments<br>• a stronger, better-structured application<br>• a clearer project concept and preliminary budget<br>• improved access to external capital for the partnership<br><br>Impact measurement:<br>Impact is measured by the number of eligible instruments identified, the completeness of the application concept and, where applicable, applications submitted, verified at the final review.<br><br>Digital & green contribution:<br>Digital contribution: may include digital project documentation and data for applications.<br>Green contribution: supports applications to green and sustainability-linked funding programmes. |

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| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development or technical implementation; construction works or other investment costs; activities required by law or routine/periodic activities (e.g. standard accounting); activities already funded from other sources. Demarcation: this service covers the preparation and drafting of international/EU funding applications and does NOT include innovation-funding readiness or TRL positioning, which is covered by LTB-V1-31 (TRL advancement and innovation funding access plan). Demarcation: this service does not include the upstream TRL positioning and mapping of funding instruments, which is covered by LTB-V1-31 (TRL advancement and innovation funding access plan, Pillar 1). |

## LTB-V3-07 | Green Finance & International Investment Readiness

| Code and Service name | LTB-V3-07\| Green Finance & International Investment Readiness |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 3 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you want to attract green finance or impact investment but are not investor-ready<br>• you need to understand ESG expectations and your gaps<br>• you must present a concise, convincing investor brief<br>• the partnership wants to prepare a joint investment narrative<br>Target SMEs:<br>• SME owners<br>• finance managers<br>• sustainability leads |
| **Service description** | Consulting to prepare the SME for international green finance and impact investment. Includes: ESG positioning assessment and gap analysis against investor expectations; identification of relevant international green finance instruments and investment funds; investment readiness assessment; support in developing a 2-3 page investor brief and financial summary; and coaching on investor |

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| | presentation and Q&A preparation. Does not include financial modelling, legal structuring or formal fundraising. |
| **Scope & quantitative specification** | • Fisheries, aquaculture and marine resources: ESG positioning for sustainable products and processing.<br>• Smart shipbuilding and maritime technology: investment readiness for green technologies and innovation.<br>• Smart maritime transport and logistics: investment readiness for green logistics and electrification.<br>• Maritime and coastal tourism: investment readiness for sustainable tourism concepts. |
| **Deliverables & verification of delivery** | Deliverables:<br>• ESG positioning report<br>• investor brief document<br>• investment readiness action plan<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Helps the Croatian-Italian pair build a joint ESG and investment narrative, increasing the credibility and scale of their proposition to international green-finance providers.<br><br>Expected business impact:<br>• a clear ESG positioning and gap analysis<br>• an investor-ready brief and financial summary<br>• greater confidence in investor conversations<br>• improved access to sustainable finance<br><br>Impact measurement: |

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| | Impact is measured by the investment-readiness score (baseline vs target), the completeness of the investor brief and investor meetings enabled, verified at the final review.<br><br>Digital & green contribution:<br>Digital contribution: may include financial modelling support and digital investor documentation.<br>Green contribution: is centred on ESG positioning and sustainable-finance readiness. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 9.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development or technical implementation; construction works or other investment costs; activities required by law or routine/periodic activities (e.g. standard accounting); activities already funded from other sources. |

## 3.3 International marketing, branding and digital presence

### LTB-V3-08 | International Digital Marketing & E-Commerce

| Code and Service name | LTB-V3-08\| International Digital Marketing & E-Commerce |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 3 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you want to enter international markets but your online presence brings too few enquiries<br>• you do not know which digital channels, platforms or messages to use<br>• your brand and sales materials are not adapted to international customers<br>• you need staff able to manage the digital tools independently<br>Target SMEs:<br>• sales and marketing departments<br>• export managers |

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| | • SME owners |
| **Service description** | Consulting on building an internationally positioned brand and developing an international digital marketing strategy and e-commerce action plan. Includes: brand audit and competitive positioning; brand identity recommendations (name, messaging, visual identity guidelines); international value proposition; development or optimisation of the website with UX and SEO focus; creation of key marketing assets (corporate presentation, digital brochures); planning and management of social media campaigns on target markets (paid digital campaign for at least 6 months included); platform and channel strategy (website, social, e-commerce marketplaces, B2B platforms); multilingual content strategy; and a 12-month digital marketing action plan with KPIs. Training on the use and management of the selected CMS platform and digital marketing tools. |
| **Scope & quantitative specification** | • Fisheries, aquaculture and marine resources: branding of sustainable/traceable products and HoReCa communication.<br>• Smart shipbuilding and maritime technology: positioning of technical competences and B2B communication.<br>• Smart maritime transport and logistics: positioning of reliability, efficiency and digital capacities.<br>• Maritime and coastal tourism: destination and nautical branding, digital marketing and reputation. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Improved website performance and international visibility through SEO<br>• consistent international brand image<br>• professional marketing materials (presentation, brochures)<br>• managed 6-month social media campaign<br>• digital marketing campaign report<br>• 12-month action plan with KPIs<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial |

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| | verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value: Enables a coherent joint Croatian-Italian brand and digital presence on the target markets, so the pair communicates as one recognisable cross-border offer.<br><br>Expected business impact:<br>• better international visibility through SEO and digital channels<br>• a consistent international brand and professional materials<br>• increased engagement and qualified leads<br>• internal capacity to run digital marketing<br><br>Impact measurement:<br>Impact is measured by the KPIs in the 12-month digital plan (organic traffic, engagement, qualified leads) and by the delivery of the 6-month campaign report, verified at the final review.<br><br>Digital & green contribution:<br>Digital contribution: strengthens the use of web, platforms, analytics, SEO/SEM, social media and digital campaigns.<br>Green contribution: reduces reliance on printed materials through digital, targeted communication. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 15.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development or technical implementation; construction works or other investment costs; activities required by law or routine/periodic activities (e.g. standard accounting); activities already funded from other sources. |

## LTB-V3-09 | International Tourism Marketing & Product Development (incl. study visit)

| Code and Service name | LTB-V3-09\| International Tourism Marketing & Product Development (incl. study visit) |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 3 \| Applicable sectors: Tu |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you want more international visitors and bookings but lack a marketing plan<br>• your positioning, channels and online reputation are not optimised<br>• you need attractive tourism packages and storytelling<br>• the two partner companies want to benchmark and cooperate on-site<br>Target SMEs:<br>• tourism SMEs, accommodation providers, destination managers<br>• experience providers<br>• sales and marketing teams |
| **Service description** | Tourism marketing consultancy to support accommodation providers, destinations, tour operators and local businesses in developing sustainable strategies to boost visibility, attract visitors and increase bookings from their target customer base. Includes: analysis of the tourism market and competitors; definition of the positioning and identity of the tourism brand; creation of online and offline marketing plans and channel management (website, social media, OTAs and tourism portals); promotional programme; optimisation of online reputation and reviews; development of promotional content and storytelling; monitoring of marketing performance; support in creating tourist packages and attractive experiences. The service also includes the organisation and management of study visits between the two participating companies for on-site benchmarking and cooperation. |
| **Scope & quantitative specification** | • Maritime and coastal tourism: full applicability - destination, nautical and sustainable tourism products, digital channels and international segments.<br>• Fisheries, aquaculture and marine resources: gastronomy/experience tourism linked to seafood and local products.<br>• Smart maritime transport and logistics: passenger, charter and connectivity services supporting tourism.<br>• Smart shipbuilding and maritime technology: nautical/charter experiences linked to boating. |

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| **Deliverables & verification of delivery** | Deliverables:<br>• International tourism and hospitality product and positioning strategy document and vademecum<br>• marketing plan<br>• promotional content<br>• managed study visit between the two SMEs<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>The service includes a managed study visit between the Croatian and Italian company for on-site benchmarking and cooperation, and builds a joint Adriatic tourism positioning targeting shared international source markets.<br>Expected business impact:<br>• stronger international tourism positioning and visibility<br>• better managed channels (website, social, OTAs, portals)<br>• improved online reputation and content<br>• concrete cooperation between the two companies<br><br>Impact measurement:<br>Impact is measured by the marketing-plan KPIs (bookings, direct enquiries, reputation scores, channel performance) and by the delivery of the strategy document, vademecum and study-visit report, verified at the final review.<br><br>Digital & green contribution:<br>Digital contribution: strengthens websites, OTAs, digital channels and online reputation management.<br>Green contribution: promotes sustainable tourism products and responsible destination positioning. |

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| **Financial framework** | **Maximum admissible amount:**<br>EUR 18.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development or technical implementation; construction works or other investment costs; activities required by law or routine/periodic activities (e.g. standard accounting); activities already funded from other sources. |

## 3.4 Sector-specific internationalisation

### LTB-V3-10 | Export Compliance for Fish & Seafood Processing

| Code and Service name | LTB-V3-10\| Export Compliance for Fish & Seafood Processing |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 3 \| Applicable sectors: R |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you export (or plan to export) processed seafood and must meet third-country requirements<br>• you need a food-safety (HACCP) documentation and labelling review<br>• you must ensure cold-chain and transport documentation compliance<br>• the two partners want aligned food-safety documentation<br>Target SMEs:<br>• fish and seafood processing SMEs<br>• quality and compliance managers<br>• export managers |
| **Service description** | Consulting on compliance requirements for exporting processed fish and seafood products to international markets. Includes: overview of applicable food safety regulatory frameworks; third-country import requirements for up to two target markets; food safety management system (HACCP) documentation review and gap assessment; processed seafood labelling compliance; cold chain and transport documentation; and a compliance action plan with prioritised steps. |

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| **Scope & quantitative specification** | • Fisheries, aquaculture and marine resources: primary focus - processing, packaging and export of processed products; primary fishing/aquaculture activities are eligible under GBER Art. 20a.<br>• Smart maritime transport and logistics: cold-chain and transport documentation for seafood.<br>• Maritime and coastal tourism: HoReCa supply compliance where relevant.<br>• Smart shipbuilding and maritime technology: not typically applicable. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Export compliance assessment report and action plan for processed fish/seafood<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Aligns the Croatian and Italian processing SMEs on the same food-safety and labelling requirements, enabling a coherent joint export offer of processed seafood.<br><br>Expected business impact:<br>• lower risk of border rejections or non-compliance<br>• a clear food-safety compliance roadmap<br>• audit-ready documentation and labelling<br>• aligned standards across the partnership<br><br>Impact measurement:<br>Impact is measured by the number of food-safety/labelling gaps closed and by the completeness of the compliance action plan, verified at the final review. |

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| | Digital & green contribution:<br>Digital contribution: may include digital food-safety records and documentation.<br>Green contribution: supports traceability and sustainable-sourcing demonstration. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 9.000,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development or technical implementation; construction works or other investment costs; activities required by law or routine/periodic activities (e.g. standard accounting); activities already funded from other sources. |

## LTB-V3-11 | Maritime Transport & Logistics Internationalisation Strategy

| Code and Service name | LTB-V3-11\| Maritime Transport & Logistics Internationalisation Strategy |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 3 \| Applicable sectors: T |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you want to extend services to new international routes or corridors<br>• you need to understand port/flag-state and bilateral requirements<br>• you want to identify multimodal and partnership opportunities<br>• the partners want a coordinated internationalisation of logistics<br>Target SMEs:<br>• maritime transport, logistics and port-service SMEs<br>• management<br>• business development |
| **Service description** | Consulting on expanding maritime transport, logistics or port services to international routes, corridors or port networks. Includes: analysis of potential international routes, service corridors or port partnership opportunities; port state and flag state requirements for target regions; bilateral shipping agreement and port cooperation landscape; |

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| | multimodal logistics integration opportunities; competitive landscape and pricing benchmarking; identification of strategic partner types (shipping lines, freight forwarders, port operators); and an internationalisation strategy with prioritised actions. Covers up to two target routes, corridors or port markets. |
| **Scope & quantitative specification** | • Smart maritime transport and logistics: primary focus - routes, corridors, port cooperation and multimodal integration.<br>• Fisheries, aquaculture and marine resources: cold-chain and distribution logistics for seafood exports.<br>• Maritime and coastal tourism: passenger connectivity and charter logistics.<br>• Smart shipbuilding and maritime technology: component and refit logistics. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Maritime transport & logistics internationalisation strategy document with prioritised actions<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Supports a coordinated Croatian-Italian logistics offer across Adriatic corridors and ports, connecting the two SMEs' routes, services and networks.<br><br>Expected business impact:<br>• a prioritised internationalisation strategy for routes/corridors<br>• clarity on regulatory and cooperation requirements<br>• identified partner types and opportunities<br>• a coordinated cross-border logistics offer |

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| | Impact measurement:<br>Impact is measured by the number of target routes/corridors validated and partner types identified, and by the adoption of the prioritised action plan, verified at the final review.<br><br>Digital & green contribution:<br>Digital contribution: may include digital logistics integration and data-exchange opportunities.<br>Green contribution: addresses green logistics, multimodal efficiency and emissions considerations. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 13.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development or technical implementation; construction works or other investment costs; activities required by law or routine/periodic activities (e.g. standard accounting); activities already funded from other sources. |

## LTB-V3-12 | Shipbuilding Market Access & Partnership Strategy

| Code and Service name | LTB-V3-12\| Shipbuilding Market Access & Partnership Strategy |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 3 \| Applicable sectors: B |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you want to access international shipbuilding markets or supply chains<br>• you need to understand flag-state, classification and regulatory requirements<br>• you want to identify subcontracting, supply or refit opportunities<br>• the partners want a coordinated market-access approach<br>Target SMEs:<br>• shipbuilding and repair SMEs<br>• management<br>• business development |

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| **Service description** | Consulting on accessing international shipbuilding markets and developing strategic international partnerships. Includes: international shipbuilding market landscape analysis for the SME's specialisation; flag state, classification society and regulatory requirements for target markets; identification of international subcontracting, component supply or refit/repair opportunities; strategic partner typology and criteria; outreach strategy for international yards, owners and procurement managers; and a market access action plan. Covers up to two target markets. |
| **Scope & quantitative specification** | • Smart shipbuilding and maritime technology: primary focus - subcontracting, component supply, refit/repair and green shipbuilding.<br>• Smart maritime transport and logistics: supply relationships with operators and ports.<br>• Fisheries, aquaculture and marine resources: fishing/aquaculture vessel construction and refit.<br>• Maritime and coastal tourism: construction and refit of tourism/charter vessels. |
| **Deliverables & verification of delivery** | Deliverables:<br>• International shipbuilding market access strategy and partner outreach plan<br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Combines complementary Croatian and Italian shipbuilding competences (e.g. design and yard capacity) into a joint offer to international yards, owners and procurement managers.<br><br>Expected business impact:<br>• a prioritised market-access strategy<br>• clarity on classification and regulatory requirements |

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| | • identified partners and outreach plan<br>• a coordinated cross-border shipbuilding offer<br><br>Impact measurement:<br>Impact is measured by the number of target markets validated and partner leads identified, and by the adoption of the market-access action plan, verified at the final review.<br><br>Digital & green contribution:<br>Digital contribution: may include digital tools for market intelligence and outreach.<br>Green contribution: addresses green shipbuilding niches and sustainable technologies. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 13.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development or technical implementation; construction works or other investment costs; activities required by law or routine/periodic activities (e.g. standard accounting); activities already funded from other sources. |

## 3.5 International business skills

### LTB-V3-13 | International Business Management & Cross-Border Negotiation training

| Code and Service name | LTB-V3-13| International Business Management & Cross-Border Negotiation training |
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| **Type / Voucher / Sectors** | Training \| Voucher 3 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• your team lacks practical international negotiation and trade skills<br>• you need to understand international contracts, Incoterms and trade finance |

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| | • you want to manage distributor and partner relationships effectively<br>• the two partners want a shared skills baseline<br>Target SMEs:<br>• SME owners<br>• export teams and management<br>• partnership coordinators |
| **Service description** | Training programme covering practical international business skills: cross-cultural business communication and negotiation tactics for priority markets; international contract structures and key clauses; international trade terms (Incoterms) and trade finance basics; managing international partnerships and distributor relationships; compliance with anti-bribery and competition law; and a workshop on simulated international negotiation scenarios. FORMAT: 40 hours / 5 days; in-person or online; language: ENGLISH; min 1 – max 3 participants per SME. |
| **Scope & quantitative specification** | All sectors: the training is cross-sectoral and applies to fisheries/aquaculture, shipbuilding, transport/logistics and tourism SMEs alike, with sector-relevant negotiation cases. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Completed training engagement<br>• training materials<br>• attendance records<br>• personalised international negotiation preparation guide for the SME's target markets<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |

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| **Cross-border added value & impact measurement** | Cross-border added value:<br>Builds a shared international-business skills baseline for both SMEs of the pair, so the Croatian and Italian teams negotiate and cooperate on common ground.<br><br>Expected business impact:<br>• stronger cross-cultural negotiation and communication skills<br>• practical command of international contracts and trade terms<br>• better management of international partnerships<br>• an aligned skills level across the partnership<br><br>Impact measurement:<br>Impact is measured by attendance, a pre/post competence self-assessment and the delivery of the personalised negotiation preparation guide, verified at the final review.<br><br>Digital & green contribution:<br>Digital contribution: may be delivered online and covers digital international communication tools.<br>Green contribution: includes responsible-business and sustainability considerations in international dealings. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 6.950,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development or technical implementation; construction works or other investment costs; activities required by law or routine/periodic activities (e.g. standard accounting); activities already funded from other sources. |

## 3.6 Participation in international trade fairs and missions

### LTB-V3-14 | Salone Nautico Venezia 2027 — collective exhibition

| Code and Service name | LTB-V3-14| Salone Nautico Venezia 2027 — collective exhibition |
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| **Type / Voucher / Sectors** | Event participation \| Voucher 3 \| Applicable sectors: B, Tu |

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| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you want to present your products to international buyers and partners at a leading nautical fair<br>• you cannot afford or organise an individual stand and full promotion alone<br>• you need qualified B2B meetings and visibility on the Adriatic/Mediterranean market<br>• the two partners want a joint, recognisable cross-border presence<br>Target SMEs:<br>• SME owners<br>• sales and export managers |
| **Service description** | Type: international nautical / blue economy trade fair (boat show — vessels, sustainable propulsion, refitting, naval design). Location: Arsenale, Venice (Italy). Dates/duration: 5 days (26-30 May 2027), plus set-up. Participants: max 2 persons per SME (4 per cross-border couple). Stand: booth within the collective LEAP TO BLUE area, including basic set-up and Italian-Croatian-English interpreting. B2B: minimum 8 meetings per SME couple with Mediterranean shipyards, component suppliers and shipowners. The service also includes: exhibitors catalogue (paper and digital), social media campaign, press office coverage for Italian and Croatian media, a joint workshop on the ecological transition in Adriatic boating, and post-event follow-up. Travel and accommodation are covered only for the staff of the two partner SMEs. |
| **Scope & quantitative specification** | • Smart shipbuilding and maritime technology: primary focus — vessels, sustainable propulsion, refitting, naval design.<br>• Maritime and coastal tourism: nautical and charter offer.<br>• Smart maritime transport and logistics: components and services for boating.<br>• Fisheries, aquaculture and marine resources: where relevant to nautical supply. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Exhibitors catalogue<br>• B2B business meetings agenda<br>• number of new business contacts<br>• number of new potential partners/clients<br>• number of visitors in the LEAP TO BLUE area |

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| | • visibility and branding<br>• event report<br>• press releases in IT/HR media<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Venice acts as the natural Northern Adriatic hub to integrate cross-border supply chains, combining Italian design with Croatian shipyard capacity. The joint stand, catalogue and press coverage present the pair as a single Adriatic offer to international buyers.<br><br>Expected business impact:<br>• direct access to international buyers, shipyards and component suppliers<br>• new business contacts and potential partners/clients<br>• increased visibility and branding on the target market<br>• a shared Croatian-Italian presence at lower cost per company<br><br>Impact measurement:<br>Impact is measured by: number of B2B meetings held (target min. 8 per SME couple), number of new business contacts and potential partners/clients, number of visitors to the LEAP TO BLUE area, and follow-up opportunities recorded in the event report.<br><br>Digital & green contribution:<br>Digital contribution: digital exhibitors catalogue, social media campaign and digital press releases.<br>Green contribution: promotion of sustainable blue economy solutions; shared logistics reduce per-company footprint. |

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| **Financial framework** | **Maximum admissible amount:**<br>EUR 18.000,00 (incl. VAT) per SME |
| **What is not included** | Costs of persons or organisations other than the two partner SMEs are not eligible (e.g. hosts, third parties). Costs beyond the stated cost breakdown are not eligible. |

## LTB-V3-15 | Individual internationalisation mentoring package

| Code and Service name | LTB-V3-15\| Individual internationalisation mentoring package |
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| **Type / Voucher / Sectors** | Advisory \| Voucher 3 \| Applicable sectors: R, B, T, Tu (all) |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you want expert guidance to assess your international growth potential<br>• you need help choosing priority markets and an entry approach<br>• you want a concrete short-term action plan and KPIs<br>• the two partners want aligned internationalisation objectives<br>Target SMEs:<br>• startups preparing to enter international markets<br>• SMEs expanding exports or international presence<br>• entrepreneurs validating an international growth strategy<br>• professionals responsible for international business development |
| **Service description** | Individual, expert-led internationalisation mentoring delivered to the SME partnership, giving entrepreneurs and business leaders practical guidance to assess their international growth potential, identify the most suitable target markets and develop an actionable global expansion strategy. Format: 2 mentoring days per SME (in person or online), delivered individually to each partner SME — not as an open or group corner. Session agenda: (1) Business Readiness Assessment — current stage and capabilities, competitive advantages, international growth objectives; (2) Selecting Target Markets — selection criteria, market potential and competitive analysis, opportunities and risks; (3) Market Entry Strategies — direct/indirect exporting, strategic partnerships and alliances, distributors and local agents, local offices/subsidiaries, digital channels and international marketplaces; (4) |

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| | Operational Considerations — product/service localization, international pricing, cross-cultural marketing and communication, logistics and customer support, key legal, regulatory and tax considerations; (5) Developing a 90-day Action Plan. Delivered to the two partner SMEs only. |
| **Scope & quantitative specification** | All sectors: the mentoring is cross-sectoral and open to fisheries/aquaculture, shipbuilding, transport/logistics and tourism SMEs. |
| **Deliverables & verification of delivery** | Deliverables:<br>• By the end of the session each participant will have: identified their priority international markets<br>• defined a practical 90-day action plan<br>• recognised the main challenges and risk factors<br>• established key performance indicators (KPIs) to measure progress. A clear understanding of the company's international growth potential and a practical roadmap to launch or strengthen internationalisation, focused on informed decisions, avoiding common pitfalls and prioritising the initiatives with the highest potential for sustainable international growth<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Delivered individually to each partner SME, the mentoring helps both SMEs of the pair align their internationalisation objectives and make informed, coordinated decisions.<br><br>Expected business impact:<br>• a clearer view of the company's international growth potential<br>• a practical 90-day action plan |

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| | • awareness of the main challenges and risk factors<br>• defined KPIs to measure progress<br><br>Impact measurement:<br>Impact is measured by the delivery of each participant's 90-day action plan and KPI set.<br><br>Digital & green contribution:<br>Digital contribution: covers digital channels and international marketplaces among the entry options.<br>Green contribution: prioritises initiatives with the highest potential for sustainable international growth. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 1.500,00 (incl. VAT) per SME |
| **What is not included** | The service does not include: procurement of equipment, software or licences; software development or technical implementation; construction works or other investment costs; activities required by law or routine/periodic activities (e.g. standard accounting); activities already funded from other sources. |

## LTB-V3-16 | Crofish 2027 (Poreč, HR) — exhibition

| Code and Service name | LTB-V3-16\| Crofish 2027 (Poreč, HR) — exhibition |
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| **Type / Voucher / Sectors** | Event participation \| Voucher 3 \| Applicable sectors: R |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you want to reach Adriatic and Balkan distributors and equipment manufacturers<br>• you need a cost-effective, equipped booth and organised B2B meetings<br>• you want visibility for sustainable fisheries/aquaculture products<br>• the two partners want to penetrate the market jointly<br>Target SMEs:<br>• SME owners |

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| | • sales and export managers |
| **Service description** | Type: international fisheries, aquaculture and sport-fishing fair (marine equipment and processing). Location: Poreč (Croatia). Dates/duration: 3 days (November 2027). Participants: max 2 persons per SME (4 per couple). Stand: pre-equipped shared booth (12-15 sqm) with joint project branding, counter and meeting table. B2B: minimum 6 targeted meetings per SME couple with Adriatic distributors and equipment manufacturers. Includes exhibition area, booth build-up, travel and accommodation for the SME staff (car/ferry for the IT partner, road travel for the HR partner; 4 nights in a 3*/4* hotel in Poreč) and attendance at panels on EU funding for fisheries and blue economy innovation. Travel and accommodation are covered only for the staff of the two partner SMEs. |
| **Scope & quantitative specification** | • Fisheries, aquaculture and marine resources: primary focus — marine equipment, processing and sport fishing.<br>• Smart maritime transport and logistics: cold-chain and distribution for seafood.<br>• Maritime and coastal tourism: fishing-tourism and gastronomy links where relevant. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Number of new business contacts<br>• number of new potential partners/clients<br>• visibility and branding<br>• event report<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value: Unites Italian and Croatian SMEs to jointly penetrate the Balkan and Adriatic markets, creating shared commercial |

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| | ties and sustainable technical collaborations, and strengthening market visibility for sustainable fisheries.<br><br>Expected business impact:<br>• new business contacts and potential partners/clients<br>• visibility and branding on the Adriatic market<br>• access to distributors and equipment manufacturers<br>• a shared cross-border commercial presence<br><br>Impact measurement:<br>Impact is measured by the number of B2B meetings held (target min. 6 per SME couple), new business contacts and potential partners/clients, and follow-up opportunities recorded in the event report.<br><br>Digital & green contribution:<br>Digital contribution: digital promotion and matchmaking support.<br>Green contribution: visibility for sustainable fisheries and exchange of green technologies across the Adriatic. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 12.500,00 (incl. VAT) per SME |
| **What is not included** | Costs of persons or organisations other than the two partner SMEs are not eligible (e.g. hosts, third parties). Costs beyond the stated cost breakdown are not eligible. |

### LTB-V3-17 | Seafood Expo Global 2027 (Barcelona) — visit

| Code and Service name | LTB-V3-17\| Seafood Expo Global 2027 (Barcelona) — visit |
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| **Type / Voucher / Sectors** | Event participation \| Voucher 3 \| Applicable sectors: R |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you want to meet international buyers and distributors of seafood<br>• you do not need a stand but want structured B2B meetings and entry |

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| | • you want to benchmark global processing, packaging and logistics trends<br>• the two partners want to pitch together as a cross-border cluster<br>Target SMEs:<br>• SME owners<br>• sales and export managers |
| **Service description** | Type: VISIT (no stand) to the world's largest seafood trade fair (processing, packaging, logistics, global distribution). Location: Barcelona (Spain). Dates/duration: 3 days (20-22 April 2027). Participants: max 2 persons per SME (4 per couple). Stand: none. The service provider handles the full visitor registration and 3-day entry passes, books official B2B matchmaking services and secures access to the fair's business lounges for pre-scheduled meetings. B2B: minimum 8 meetings per SME couple with international buyers, large distributors or packaging providers, plus a joint pitching session or attendance at seafood traceability workshops. Includes round-trip travel and 4 nights' accommodation for the SME staff. Travel and accommodation are covered only for the staff of the two partner SMEs. |
| **Scope & quantitative specification** | • Fisheries, aquaculture and marine resources: primary focus — processing, packaging, logistics and global distribution.<br>• Smart maritime transport and logistics: cold-chain and export logistics.<br>• Maritime and coastal tourism: HoReCa supply links where relevant. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Number of new business contacts<br>• number of new potential partners/clients<br>• event report<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial |

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| | verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Enables Adriatic SMEs to pitch together as a high-quality cross-border cluster to global buyers, strengthening visibility for sustainable fisheries and the exchange of green processing and logistics technologies.<br><br>Expected business impact:<br>• qualified meetings with international buyers and distributors<br>• new business contacts and potential partners/clients<br>• market intelligence on global seafood trends<br>• a joint, higher-impact cross-border pitch<br><br>Impact measurement:<br>Impact is measured by the number of B2B meetings held (target min. 8 per SME couple), new contacts and potential partners/clients, and follow-up opportunities recorded in the event report.<br><br>Digital & green contribution:<br>Digital contribution: activation of the official online matchmaking platform and digital business lounges.<br>Green contribution: focus on sustainable seafood traceability and green processing/logistics. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 12.300,00 (incl. VAT) per SME |
| **What is not included** | Costs of persons or organisations other than the two partner SMEs are not eligible (e.g. hosts, third parties). Costs beyond the stated cost breakdown are not eligible. |

## LTB-V3-18 | World Travel Market London 2027 — visit

| **Code and Service name** | **LTB-V3-18\| World Travel Market London 2027 — visit** |
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| **Type / Voucher / Sectors** | Event participation \| Voucher 3 \| Applicable sectors: Tu |

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| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you want to reach international tour operators and booking platforms<br>• you do not need a stand but want structured B2B meetings and networking<br>• you want to position a sustainable coastal/blue tourism offer internationally<br>• the two partners want to present a joint Adriatic tourism package<br>Target SMEs:<br>• SME owners<br>• sales and export managers (tourism) |
| **Service description** | Type: VISIT (no stand) to a leading global travel industry event (focus: sustainable coastal tourism, blue tourism and chartering). Location: London (UK). Dates/duration: 3 days (3-5 November 2027). Participants: max 2 persons per SME (4 per couple). Stand: none. The service provider manages the registration and 3-day visitor badges, provides access to the official WTM networking events and activates the profiles on the official online matchmaking platform to arrange physical B2B meetings in the venue hubs. B2B: minimum 6 meetings per SME couple with international tour operators and marine booking platforms, plus networking in the Responsible Tourism pavilion. Includes round-trip travel and 4 nights' accommodation for the SME staff. Travel and accommodation are covered only for the staff of the two partner SMEs. |
| **Scope & quantitative specification** | • Maritime and coastal tourism: primary focus — sustainable coastal tourism, blue tourism and chartering.<br>• Fisheries, aquaculture and marine resources: gastronomy/experience tourism links.<br>• Smart maritime transport and logistics: passenger connectivity and charter services. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Number of new business contacts<br>• number of new potential partners/clients<br>• event report<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised |

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| | representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Promotes a unified Italian-Croatian cross-border tourism package with shared Adriatic itineraries to global operators, enhancing visibility for sustainable coastal and blue tourism.<br><br>Expected business impact:<br>• qualified meetings with tour operators and marine booking platforms<br>• new business contacts and potential partners/clients<br>• international positioning of the tourism offer<br>• a unified cross-border tourism proposition<br><br>Impact measurement:<br>Impact is measured by the number of B2B meetings held (target min. 6 per SME couple), new contacts and potential partners/clients, and follow-up opportunities recorded in the event report.<br><br>Digital & green contribution:<br>Digital contribution: activation of the official online matchmaking platform and digital networking.<br>Green contribution: promotion of sustainable coastal/blue tourism and eco-friendly chartering. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 11.100,00 (incl. VAT) per SME |
| **What is not included** | Costs of persons or organisations other than the two partner SMEs are not eligible (e.g. hosts, third parties). Costs beyond the stated cost breakdown are not eligible. |

**LTB-V3-19 | Oceanology International 2028 (London) — visit**

| Code and Service name | LTB-V3-19\| Oceanology International 2028 (London) — visit |
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| **Type / Voucher / Sectors** | Event participation \| Voucher 3 \| Applicable sectors: T |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you want to meet research institutes, offshore energy firms and technology developers<br>• you do not need a stand but want structured technical B2B meetings<br>• you want to benchmark marine technology, robotics and monitoring solutions<br>• the two partners want to combine complementary technical skills<br>Target SMEs:<br>• SME owners<br>• sales, export and technical managers |
| **Service description** | Type: VISIT (no stand) to the global event for marine science, ocean technology, underwater robotics and monitoring. Location: London (UK). Dates/duration: 3 days (14-16 March 2028). Participants: max 2 persons per SME (4 per couple). Stand: none. The service provider processes the professional visitor registration and 3-day badges and provides access to the technical exhibition halls, product demonstration areas and official B2B networking zones. B2B: minimum 5 high-tech meetings per SME couple with research institutes, offshore energy firms or technology developers, plus live demonstrations at the 'Water-side' area or technical pitching slots. Includes round-trip travel and 4 nights' accommodation for the SME staff. Travel and accommodation are covered only for the staff of the two partner SMEs. Note: verify that the March 2028 date falls within the voucher implementation period. |
| **Scope & quantitative specification** | • Smart shipbuilding and maritime technology: primary focus — ocean technology, underwater robotics and monitoring.<br>• Smart maritime transport and logistics: monitoring and offshore-related services.<br>• Fisheries, aquaculture and marine resources: marine monitoring applications. |
| **Deliverables & verification of delivery** | Deliverables: |

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| | • Number of new business contacts<br>• number of new potential partners/clients<br>• event report<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Enhances cross-border technology transfer by combining complementary Italian and Croatian competences (e.g. IT hardware and data analysis) for Adriatic marine monitoring, fostering the exchange of advanced digital and green technologies.<br><br>Expected business impact:<br>• qualified technical meetings with research and technology players<br>• new business contacts and potential partners/clients<br>• intelligence on marine technology and monitoring trends<br>• a combined cross-border technical offer<br><br>Impact measurement:<br>Impact is measured by the number of B2B meetings held (target min. 5 per SME couple), new contacts and potential partners/clients, and follow-up opportunities recorded in the event report.<br><br>Digital & green contribution:<br>Digital contribution: access to product demonstration areas and digital B2B networking zones.<br>Green contribution: focus on green solutions for environmental tracking and sustainable sea management. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 11.100,00 (incl. VAT) per SME |

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| **What is not included** | Costs of persons or organisations other than the two partner SMEs are not eligible (e.g. hosts, third parties). Costs beyond the stated cost breakdown are not eligible. |

## LTB-V3-20 | International Boat Show Düsseldorf 2027 — visit

| **Code and Service name** | **LTB-V3-20\| International Boat Show Düsseldorf 2027 — visit** |
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| **Type / Voucher / Sectors** | Event participation \| Voucher 3 \| Applicable sectors: B, Tu |
| **Needs the service satisfies & target SMEs** | Needs the service satisfies:<br>• you want to reach international maritime distributors, shipyards, or coastal tourism operators<br>• you do not need a stand but want structured B2B meetings and networking<br>• you want to explore the latest global trends in sustainable nautical technologies and chartering<br>• the two partner SMEs need to build strong cross-border commercial networks together<br>Target SMEs:<br>• SME owners<br>• sales, export and technical managers |
| **Service description** | Type: VISIT (no stand) to the world's leading trade fair for yachting, boats, water sports and sustainable coastal tourism. Location: Düsseldorf (Germany). Dates/duration: 9 days (23-31 January 2027). Participants: max 2 persons per SME (4 per couple). Stand: none. The service provider handles the complete visitor registration and secures full entry passes for the participants, books official B2B matchmaking services and secures access to the fair's business lounges for pre-scheduled meetings. B2B: minimum 6 targeted meetings per SME couple with international maritime distributors, shipyards or coastal tourism operators, plus attendance at seminars on green propulsion, sustainable materials or circular economy in the nautical sector. Includes round-trip travel and 4 nights' accommodation for the SME staff. Travel and accommodation are covered only for the staff of the two partner SMEs. |

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| **Scope & quantitative specification** | • Smart shipbuilding and maritime technology: primary focus – vessels, eco-friendly propulsion, sustainable materials, refitting and naval design.<br>• Maritime and coastal tourism: nautical tourism, water sports and sustainable coastal/charter packages.<br>• Smart maritime transport and logistics: components, supply chain links and logistics services for recreational boating.<br>• Fisheries, aquaculture and marine resources: where relevant to maritime technology or synergy with nautical equipment. |
| **Deliverables & verification of delivery** | Deliverables:<br>• Number of new business contacts<br>• number of new potential partners/clients<br>• event report<br><br>Verification:<br>Delivery is verified through: submission of all listed deliverables in final form; and a service acceptance report signed by authorised representatives of both SMEs. If an SME refuses to sign the acceptance report, the refusal must be stated in writing with reasons; an unmotivated refusal does not by itself block the responsible project partner's verification of delivery or the payment of the service provider. The responsible project partner performs administrative and financial verification; this verification is NOT a catalogue service and is not charged to the voucher. |
| **Cross-border added value & impact measurement** | Cross-border added value:<br>Connects Italian and Croatian nautical and tourism SMEs with the world's largest market for water sports and coastal tourism, building strong cross-border commercial networks. By attending together, the SME pair aligns their commercial strategy to pitch a unified Adriatic boating and experience offer to international partners.<br><br>Expected business impact:<br>• qualified meetings with international maritime and coastal tourism players<br>• new business contacts and potential partners/clients<br>• market intelligence on eco-friendly propulsion, sustainable materials and digital chartering solutions<br>• a joint, higher-impact cross-border market presence |

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| | Impact measurement:<br>Impact is measured by the number of B2B meetings held (target min. 6 per SME couple), new contacts and potential partners/clients, and follow-up opportunities recorded in the event report, verified at the final review with the SME.<br><br>Digital & green contribution:<br>Digital contribution: activation of the official online matchmaking platform, digital networking and exploration of international digital chartering and booking solutions.<br>Green contribution: drives the green transition by focusing on advanced eco-friendly vessel propulsion, sustainable materials and circular economy practices in the maritime sector to lower its carbon footprint. |
| **Financial framework** | **Maximum admissible amount:**<br>EUR 10.952,00 (incl. VAT) per SME |
| **What is not included** | Costs of persons or organisations other than the two partner SMEs are not eligible (e.g. hosts, third parties). Costs beyond the stated cost breakdown are not eligible. |

