EU4BCC MOBILITY SCHEME

## TABLE 1: OBJECTIVES AND EXPECTED RESULTS FOR EXCHANGE BETWEEN SMES (TO BE SUBMITTED TOGETHER WITH THE LETTER OF COMMITMENT)

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| **Objectives of the outgoing SME:***In blue some examples of concrete objectives. Please try to insert at least one concrete and quantifiable objective* | Examples below:* Increase export
* Create new business opportunities
* Innovation (in terms of process, in terms of sustainability, in terms of materials, etc.)
* Learn about foreign markets
* Build strong business relations with the host organisation
* Knowledge and intelligence about new methods

Product development* Participation in trade fairs and conferences
* Increasing the network of contacts
* …..

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| **Objectives of the hosting SME:***In blue some examples of concrete objectives. Please try to insert at least one concrete and quantifiable objective* | Examples below: * New partner / supplier abroad
* Cross-border cooperation
* Joint venture / licensing / subcontracting /  expand the business abroad
* Green deal action plan / energy savings / reduction of carbon consumption..
* …
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| **Description of the work project:** *[ Insert a general description of the work plan ]* |
| **Weekly activity plan to reach the objectives:** | Examples below:  **Week 1** * Get to know the hosting SME, the employees and working methodology.
* Understand the production process, the market, the typology of the customers, etc.

  **Week 2**    **Week 3**    **Week 4**    |
| **Expected concrete outcomes:***In blue some examples of concrete outcomes. Please try to insert at least one concrete and quantifiable outcome of the exchange.* |  Examples below: * Sign a commercial contract
* Joint participation in contracts
* Joint participation in events
* Established a supplier / purchaser relationship
* **….**
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# TABLE 3: ACHIEVED RESULTS (TO BE SUBMITTED AT THE END OF THE EXCHANGE)

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| **Objectives of the outgoing participant:** | *[ Please copy/paste from the “OBJECTIVES OF THE EXCHANGE AND EXPECTED RESULT” table submitted before the exchange ]* |
| **Objectives of the hosting participant:** | *[ Please copy/paste from the “OBJECTIVES OF THE EXCHANGE AND EXPECTED RESULT” table submitted before the exchange ]*  |
| **Description of the exchange:** *[ Insert a general description of the exchange ]* |
| **Weekly activities developed:** | **Week 1** **Week 2** **Week 3** **Week 4** *[ From week 5 to week 8 only to be filled by the BSOs who had a two months’ exchange ]***Week 5** **Week 6** **Week 7** **Week 8**   |