

1. Identification

Call

C1

Date of submission

26/04/2022

1.1. Full name of the project

Circular economy for SMEs

25 / 250 characters

1.2. Short name of the project

CE4SMEs

7 / 20 characters

1.3. Programme priority

3. Climate-neutral societies

1.4. Programme objective

3.1 Circular economy

1.6. Project duration

Contracting start	22/09/2022	Contracting end	31/12/2022
Implementation start	01/01/2023	Implementation end	31/12/2025
		Duration of implementation phase (months)	36
Closure start	01/01/2026	Closure end	31/03/2026

1.7. Project summary

SMEs play a key role in the transition from a linear to a circular economy. Some SMEs are active in this field, others, specifically SMEs in rural areas, are struggling due to a lack of knowledge and guidance.
 The project will:

WP 1 Prepare

- 1.1 Existing CE solutions will be reviewed and processed for direct implementation in SMEs. The report will provide the WHAT for SMEs
- 1.2 Creation of blueprints for CE realisation. The blueprints will describe the WHY and HOW for entrepreneurs in a step-by-step manner
- 1.3 Designing a CE digital tool with which SMEs will be able to make interactive assessments of companies, suggest CE solutions, inspire and motivate
- 1.4 Counselling programmes: one for SMEs on how to implement CE and one for intermediaries to coach SMEs

WP2 Test

- 2.1 The training program for SMEs will be tested 4 times with at least 15 companies in each iteration
- 2.2 At least 50 concrete CE solutions will be carried out in SMEs and documented
- 2.3 Evaluation, adaptation and finalisation of Training Programmes, handbooks and the digital tool (O1.2, O1.3 and O1.4)

WP 3 Transfer

- 3.1 Capacities will be increased by training BSO permanent staff members&development agencies
- 3.2 Creation of regional policies for CE in SMEs
- 3.3 Measures will be disseminated to at least 80 organisations at two conferences and through ongoing, extensive communication

The project does not focus on a single technical CE measure. It aims to amplify existing solutions and identify&integrate new ones.

1,498 / 1,500 characters

1.8. Summary of the partnership

The project is based exclusively on the proper application of circular economy in SMEs, an increase of long-term capacities in intermediaries and the creation of regional policies to support these measures. We chose a corresponding partnership of six private and eight public partners from 9 BSR countries.

The Hanse-Parlament leads the project consortium. A non-profit umbrella organisation of 80 institutions with the overall objective to promote SMEs in the BSR and with extensive experience in CE projects. Its' members represent more than 600.000 SMEs in the BSR (PP1).

Business support organisations are intensely involved by providing their member companies with concrete advice on circular economy and jointly implementing tangible solutions. These organisations consist of mainly chambers, which in many countries are not solely private but also public authorities and which perform governmental tasks on a long-term basis (PP1,2,5,6,7,8,9). They have been selected for their well-established and strong connections with regional policymakers.

To address regional policies, highly experienced partners from different public levels have been selected to join the consortium (PP3,4,10,13,14). This includes a public institution from Hamburg, which just concluded a 4-year research project on CE and the Ministry of Environment from Latvia, which has a strong interest in the topic.

No pure academic research universities are involved, but two universities of applied sciences are partners. These knowledge institutions develop concrete solutions for the circular economy for all BSR regions and contribute to the development and implementation of training programmes. They are also closely linked with the local economy and will coach companies directly (PP11,12).

The planned working hours are, on average, 4500 hours, whereby the LP, in addition to the content work, takes over the entire coordination and assigns a project manager, financial manager and communication manager for this and, in this respect, has the highest amount of hours planned.

1. Hanse-Parlament DE (7400 h)
2. Drivhuset, SE (2500 hours)
3. Stadtreinigung Hamburg, DE (2640h)
4. Ministry of Environmental Protection and Regional Development, LV (3800h)
5. Latvian Chamber of Commerce and Industry, LV (4300h)
6. Estonian Chamber of Commerce and Industry, EE (3700h)
7. Panevėžys Chamber of Commerce, Industry and Crafts, LT (4600h)
8. Lower Silesian Chamber of SMEs. PL (4400h)
9. Wielkopolska Craft Chamber in Poznan, PL (4400h)
10. District of Panevėžys, LT (3000h)
11. Satakunta University of applied sciences, FI (3550h)
12. VIA College, DK (3100h)
13. Fjellugla Kompetens, NO (2400h)
14. Institute of Innovation and Responsible Development INNOWO, PL, (5500h)

All partners have very close formal links to more than 100 organizations and policymakers in the Baltic Sea region, these will be involved in Work Package 3, consecutively listing the associated organisations as partners was not required.

1.11. Project Budget Summary

Financial resources [in EUR]		Preparation costs	Planned project budget
ERDF	ERDF co-financing	0.00	1,722,081.92
	Own contribution ERDF	0.00	430,520.48
	ERDF budget	0.00	2,152,602.40
NO	NO co-financing	0.00	89,278.80
	Own contribution NO	0.00	89,278.80
	NO budget	0.00	178,557.60
NDICI	NDICI co-financing	0.00	0.00
	Own contribution NDICI	0.00	0.00
	NDICI budget	0.00	0.00
RU	RU co-financing	0.00	0.00
	Own contribution RU	0.00	0.00
	RU budget	0.00	0.00
TOTAL	Total Programme co-financing	0.00	1,811,360.72
	Total own contribution	0.00	519,799.28
	Total budget	0.00	2,331,160.00

2. Partnership

2.1. Overview: Project Partnership

2.1.1 Project Partners

No.	LP/PP	Organisation (English)	Organisation (Original)	Country	Type of partner	Legal status	Partner budget in the project	Active/inactive	
								Status	from
1	LP	Hanse-Parlament	Hanse-Parlament	DE	Business support organisation	a)	497,280.00 €	Active	22/09/2022
2	PP	Foundation Drivhuset Skaraborg	Stiftelsen Drivhuset Skaraborg	SE	Business support organisation	a)	158,632.50 €	Active	22/09/2022
3	PP	Stadtreinigung Hamburg	Stadtreinigung Hamburg AOR	DE	Local public authority	a)	164,736.00 €	Active	22/09/2022
4	PP	Ministry of Environmental Protection and Regional Development of the Republic of Latvia	Vides aizsardzības un reģionālās attīstības ministrija	LV	National public authority	a)	118,560.00 €	Active	22/09/2022
5	PP	Latvian Chamber of Commerce and Industry	Latvijas Tirdzniecības un Rūpniecības kamera	LV	Business support organisation	b)	137,160.00 €	Active	22/09/2022
6	PP	Estonian Chamber of Commerce and Industry	Eesti Kaubandus-Tööstuskoda	EE	Business support organisation	b)	142,490.00 €	Active	22/09/2022
7	PP	Panevėžio prekybos, pramonės ir amatų rūmai	Panevėžys Chamber of Commerce, Industry and Crafts	LT	Business support organisation	b)	134,560.00 €	Active	22/09/2022
8	PP	Lower Silesian Chamber	Dolnośląska Izba Rzemieśnicza we Wrocławiu	PL	Business support organisation	b)	116,313.20 €	Active	22/09/2022
9	PP	Wielkopolska Chamber of Crafts and Trades	Wielkopolska Izba Rzemieśnicza w Poznaniu	PL	Business support organisation	b)	116,313.20 €	Active	22/09/2022
10	PP	Panevezys district municipality	Panevėžio rajono savivaldybė	LT	Regional public authority	a)	85,800.00 €	Active	22/09/2022
11	PP	Satakunta University of Applied Sciences	SATAKUNNAN AMMATTIKORKEAKOULU OY	FI	Higher education and research institution	a)	171,140.00 €	Active	22/09/2022
12	PP	VIA University College	VIA University College	DK	Higher education and research institution	a)	162,976.00 €	Active	22/09/2022
13	PP	Fjellugla Norway	Fjellugla Norway	NO	NGO	a)	178,557.60 €	Active	22/09/2022
14	PP	Institute of Innovation and Responsible Development INNOWO	Instytut Innowacji i Odpowiedzialnego Rozwoju	PL	NGO	b)	146,641.50 €	Active	22/09/2022

2.1.2 Associated Organisations

No associated organisations found

2.2 Project Partner Details - Partner 1

LP/PP	Lead Partner		
Partner Status	Active		
	Active from	22/09/2022	Inactive from
Partner name:			
Organisation in original language	Hanse-Parlament		

15 / 250 characters

Organisation in English	Hanse-Parlament	15 / 250 characters
Department in original language	Baltic Chambers	15 / 250 characters
Department in English	Baltic Chambers	15 / 250 characters

Partner location and website:

Address	Blankeneser Landstrasse 7	25 / 250 characters	Country	Germany
Postal Code	22587	5 / 250 characters	NUTS1 code	Hamburg
Town	Hamburg	7 / 250 characters	NUTS2 code	Hamburg
Website	www.hanse-parlament.eu	22 / 100 characters	NUTS3 code	Hamburg

Partner ID:

Organisation ID type	Company registration number (Handelsregisternummer)		
Organisation ID	VR18135	7 / 50 characters	
VAT Number Format	DE + 9 digits		
VAT Number	N/A <input type="checkbox"/> DE241849441	11 / 50 characters	
PIC	950689532	9 / 9 characters	

Partner type:

Legal status	a) Public	
Type of partner	Business support organisation	Chamber of commerce, chamber of trade and crafts, business incubator or innovation centre, business clusters, etc.
Sector (NACE)	94.11 - Activities of business and employers membership organisations	

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities?	No
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Role of the partner organisation in this project:

The non-profit structured umbrella organization of 85 institutions pursues the overall objective to promote SMEs in the BSR. Its members represent more than 600.000 SMEs in the BSR. It has extensive experience with EU-funded projects as a Lead Partner, coordinated several INTERREG B Projects between 2004 and 2017 and participated as partner in three INTERREG projects from 2017-2021.

PP 1 is running one complex research project on CE and concluded two projects on the topic recently. PP 1 will lead Work Package 1 and be responsible for GA 3.3

PP 1 will be responsible for the overall project management, including financial management and communication management. Thus, it has more hours planned than the other project partners.

736 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

Yes No

2.2 Project Partner Details - Partner 2

LP/PP

Partner Status

Active from Inactive from

Partner name:

Organisation in original language 30 / 250 characters

Organisation in English 30 / 250 characters

Department in original language 3 / 250 characters

Department in English 3 / 250 characters

Partner location and website:

Address <input type="text" value="Högskolevägen 8"/> <small>15 / 250 characters</small>	Country <input type="text" value="Sweden"/>
Postal Code <input type="text" value="54145"/> <small>5 / 250 characters</small>	NUTS1 code <input type="text" value="Södra Sverige"/>
Town <input type="text" value="Skövde"/> <small>6 / 250 characters</small>	NUTS2 code <input type="text" value="Västsverige"/>
Website <input type="text" value="www.drivhuset.se/skaraborg"/> <small>26 / 100 characters</small>	NUTS3 code <input type="text" value="Västra Götalands län"/>

Partner ID:

Organisation ID type

Organisation ID

VAT Number Format

VAT Number N/A 14 / 50 characters

PIC 3 / 9 characters

Partner type:

Legal status

Type of partner

Sector (NACE)

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities?

Role of the partner organisation in this project:

Drivhuset has offices which provide consulting services to entrepreneurs and future entrepreneurs all over Sweden. Future entrepreneurs in Sweden have a particularly high interest in starting their companies using the models of circular economy, and not the traditional linear system. PP 2 will develop a "CE for future entrepreneurs" training program. They are very experienced with the development of online courses, also in the field of sustainability (<https://drivhusetonline.se/courses/tank-hallbart-redan-fran-start/>) . They will lead GA1.3 (The development of the digital tool).

585 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

Yes No

2.2 Project Partner Details - Partner 3

LP/PP	<input type="text" value="Project Partner"/>		
Partner Status	<input type="text" value="Active"/>		
	Active from	<input type="text" value="22/09/2022"/>	Inactive from
			<input type="text"/>

Partner name:

Organisation in original language	<input type="text" value="Stadtreinigung Hamburg AOR"/>		
	26 / 250 characters		
Organisation in English	<input type="text" value="Stadtreinigung Hamburg"/>		
	22 / 250 characters		
Department in original language	<input type="text" value="n/a"/>		
	3 / 250 characters		
Department in English	<input type="text" value="n/a"/>		
	3 / 250 characters		

Partner location and website:

Address	<input type="text" value="Bullerdeich 19"/>	Country	<input type="text" value="Germany"/>
	14 / 250 characters		
Postal Code	<input type="text" value="20537"/>	NUTS1 code	<input type="text" value="Hamburg"/>
	6 / 250 characters		
Town	<input type="text" value="Hamburg"/>	NUTS2 code	<input type="text" value="Hamburg"/>
	7 / 250 characters		
Website	<input type="text" value="www.nachhaltigkeitsbericht.stadtreinigung.hamburg/2020/themen/umweltdienstleistungen/#c396"/>	NUTS3 code	<input type="text" value="Hamburg"/>
	90 / 100 characters		

Partner ID:

Organisation ID type

Organisation ID 9 / 50 characters

VAT Number Format

VAT Number 11 / 50 characters

PIC 9 / 9 characters

Partner type:

Legal status

Type of partner

Sector (NACE)

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities?

Role of the partner organisation in this project:

Stadtreinigung Hamburg is the public authority of the city of Hamburg with competences in the area of waste management, waste reduction and circular economy. From 2017 until 2021 it participated in the highly successful Horizon2020 Project Force, "Cities Cooperating for Circular Economy" <https://cordis.europa.eu/project/id/689157> . It has extensive experience with the identification and application of suitable CE solutions for companies.

In the project it will lead GA 1.1 and contribute to all other planned activities.

529 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

Yes No

2.2 Project Partner Details - Partner 4

LP/PP

Partner Status

Active from **Inactive from**

Partner name:

Organisation in original language 54 / 250 characters

Organisation in English 86 / 250 characters

Department in original language 3 / 250 characters

Department in English 3 / 250 characters

Partner location and website:

Address	<input type="text" value="Oeldu iela 25"/> <small>13 / 250 characters</small>	Country	<input type="text" value="Latvia"/>
Postal Code	<input type="text" value="1494"/> <small>4 / 250 characters</small>	NUTS1 code	<input type="text" value="Latvija"/>
Town	<input type="text" value="Riga"/> <small>4 / 250 characters</small>	NUTS2 code	<input type="text" value="Latvija"/>
Website	<input type="text" value="www.varam.gov.lv"/> <small>17 / 100 characters</small>	NUTS3 code	<input type="text" value="Rīga"/>

Partner ID:

Organisation ID type	<input type="text" value="Unified registration number (Vienotais reģistrācijas numurs)"/>		
Organisation ID	<input type="text" value="90000028508"/>		
VAT Number Format	<input type="text" value="LV + 11 digits"/>		
VAT Number	<input checked="" type="checkbox"/> N/A	<input type="text" value=""/> <small>0 / 50 characters</small>	
PIC	<input type="text" value="n/a"/> <small>3 / 9 characters</small>		

Partner type:

Legal status	<input type="text" value="a) Public"/>		
Type of partner	<input type="text" value="National public authority"/>	<input type="text" value="Ministry, etc."/>	
Sector (NACE)	<input type="text" value="84.11 - General public administration activities"/>		

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities?

Role of the partner organisation in this project:

When it comes to circular economy, the Ministry acknowledges its importance and is eager to provide SMEs with the needed information and guidance. It also encourages regional development and will contribute to shape the regional policies in WP 3.
 PP 4 will contribute to WP 1 and to a high degree in WP 3 that it will co-lead.

327 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

Yes No

2.2 Project Partner Details - Partner 5

LP/PP	<input type="text" value="Project Partner"/>		
Partner Status	<input type="text" value="Active"/>		
Active from	<input type="text" value="22/09/2022"/>	Inactive from	<input type="text"/>

Partner name:

Organisation in original language	Latvijas Tirdzniecības un Rūpniecības kamera	44 / 250 characters
Organisation in English	Latvian Chamber of Commerce and Industry	40 / 250 characters
Department in original language	ES projektu daļa	16 / 250 characters
Department in English	EU funded project department	28 / 250 characters

Partner location and website:

Address	Kr. Valdemara str. 35	21 / 250 characters	Country	Latvia
Postal Code	LV-1010	7 / 250 characters	NUTS1 code	Latvija
Town	Rīga	4 / 250 characters	NUTS2 code	Latvija
Website	www.chamber.lv	14 / 100 characters	NUTS3 code	Rīga

Partner ID:

Organisation ID type	Unified registration number (Vienotais reģistrācijas numurs)	
Organisation ID	40003081501	
VAT Number Format	LV + 11 digits	
VAT Number	<input type="checkbox"/> N/A <input type="checkbox"/> LV40003081501	13 / 50 characters
PIC	942726414	9 / 9 characters

Partner type:

Legal status	b) Private	
Type of partner	Business support organisation	Chamber of commerce, chamber of trade and crafts, business incubator or innovation centre, business clusters, etc.
Sector (NACE)	94.11 - Activities of business and employers membership organisations	

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities?	No
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Financial data	Reference period	01/01/2020	–	31/12/2022
Staff headcount [in annual work units (AWU)]				52.0
Employees [in AWU]				52.0
Persons working for the organisation being subordinated to it and considered to be employees under national law [in AWU]				0.0
Owner-managers [in AWU]				0.0
Partners engaged in a regular activity in the organisation and benefiting from financial advantages from the organisation [in AWU]				0.0
Annual turnover [in EUR]				2,978,985.00
Annual balance sheet total [in EUR]				1,875,645.00
Operating profit [in EUR]				129,314.00

Role of the partner organisation in this project:

LCCI is a voluntary, politically independent organization uniting micro, small, medium and large-sized companies from all regions and economic sectors of Latvia. It is the largest non-governmental and non-profit organisation of businessmen, uniting more than 2600 companies. The main sectors of its activities are the business environment, the competitiveness of enterprises, and export. LCCI represents the interests of entrepreneurs in state and regional institutions, as well as offers services to them. Many of LCCI services consist of trainings for businessmen and businesswomen, this experience will contribute to accomplishing project goals. LCCI also increase its role in the EU Green Deal field by providing support activities to SMEs and enterprises. A successful case for LCCI was a partnership in the BSR project "Circular PP". During the project, LCCI increase in-house know-how about the circular economy, business models and design and also provided seminars to SMEs.

983 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

Yes No

2.2 Project Partner Details - Partner 6

LP/PP	Project Partner		
Partner Status	Active		
	Active from	22/09/2022	Inactive from
Partner name:			
Organisation in original language	Eesti Kaubandus-Tööstuskoda		
	27 / 250 characters		
Organisation in English	Estonian Chamber of Commerce and Industry		
	41 / 250 characters		
Department in original language	n/a		
	3 / 250 characters		
Department in English	n/a		
	3 / 250 characters		

Partner location and website:

Address	Toom-Kooli 17	Country	Estonia
	13 / 250 characters		
Postal Code	10130	NUTS1 code	Eesti
	6 / 250 characters		
Town	Tallinn	NUTS2 code	Eesti
	7 / 250 characters		
Website	https://www.koda.ee/en	NUTS3 code	Põhja-Eesti
	22 / 100 characters		

Partner ID:

Organisation ID type	Registration code (Registrikood)		
Organisation ID	80004733		
VAT Number Format	EE + 9 digits		
VAT Number	N/A <input type="checkbox"/>	EE100559448	<small>11 / 50 characters</small>
PIC	999937111		<small>9 / 9 characters</small>

Partner type:

Legal status	b) Private		
Type of partner	Business support organisation	Chamber of commerce, chamber of trade and crafts, business incubator or innovation centre, business clusters, etc.	
Sector (NACE)	94.11 - Activities of business and employers membership organisations		

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities?

Financial data	Reference period	01/01/2020	–	31/12/2020
	Staff headcount [in annual work units (AWU)]			29.0
	Employees [in AWU]			29.0
	Persons working for the organisation being subordinated to it and considered to be employees under national law [in AWU]			0.0
	Owner-managers [in AWU]			0.0
	Partners engaged in a regular activity in the organisation and benefiting from financial advantages from the organisation [in AWU]			0.0
	Annual turnover [in EUR]			1,681,768.00
	Annual balance sheet total [in EUR]			4,966,247.00
	Operating profit [in EUR]			78,375.00

Role of the partner organisation in this project:

Founded in 1925 ECCI is currently the largest business representation organization in Estonia. ECCI has more than 3500 voluntary members. The mission of ECCI is to develop entrepreneurship in Estonia. ECCI is an active partner for the parliament, government and ministries in designing the economic and climate policies. Whenever tax policies, corporate law, laws on property and obligations, foreign trade and EU-related issues or professional qualification are discussed, ECCI speaks actively on behalf of the Estonian business community. ECCI will play an important role in preparing project solutions by including Estonian businesses points of view and will later be vital for a successful piloting of the projects' measures. With its wide network and influence among political stakeholders in Estonia, ECCI will significantly contribute to the transfer of solutions and the projects' sustainability. With its coaching experience, PP 6 will lead WP 2 and contribute to all other activities.

998 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

Yes No

2.2 Project Partner Details - Partner 7

LP/PP	Project Partner		
Partner Status	Active		
Active from	22/09/2022	Inactive from	

Partner name:

Organisation in original language	Panevėžys Chamber of Commerce, Industry and Crafts <small>51 / 250 characters</small>
Organisation in English	Panevėžio prekybos, pramonės ir amatų rūmai <small>43 / 250 characters</small>
Department in original language	International Relations Department <small>34 / 250 characters</small>
Department in English	International Relations Department <small>34 / 250 characters</small>

Partner location and website:

Address	Respublikos str. 34 <small>19 / 250 characters</small>	Country	Lithuania
Postal Code	LT- 35173 <small>9 / 250 characters</small>	NUTS1 code	Lietuva
Town	Panevėžys <small>9 / 250 characters</small>	NUTS2 code	Vidurio ir vakarų Lietuvos regionas
Website	https://paneveziorumai.lt/en/ <small>29 / 100 characters</small>	NUTS3 code	Panevėžio apskritis

Partner ID:

Organisation ID type	Legal person's code (Juridinio asmens kodas)
Organisation ID	110067977
VAT Number Format	LT + 9 digits
VAT Number	N/A <input type="checkbox"/> LT100679716 <small>11 / 50 characters</small>
PIC	943640348 <small>9 / 9 characters</small>

Partner type:

Legal status	b) Private	
Type of partner	Business support organisation	Chamber of commerce, chamber of trade and crafts, business incubator or innovation centre, business clusters, etc.
Sector (NACE)	94.11 - Activities of business and employers membership organisations	

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities?	No
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Financial data	Reference period	01/01/2021	–	31/12/2021
Staff headcount [in annual work units (AWU)]				10.0
Employees [in AWU]				9.0
Persons working for the organisation being subordinated to it and considered to be employees under national law [in AWU]				0.0
Owner-managers [in AWU]				1.0
Partners engaged in a regular activity in the organisation and benefiting from financial advantages from the organisation [in AWU]				0.0
Annual turnover [in EUR]				392,417.00
Annual balance sheet total [in EUR]				250,714.00
Operating profit [in EUR]				968.00

Role of the partner organisation in this project:

PCCIC unites more than 270 mem., rep. their interests by promoting business development and export, and taking an active part in various international projects and programmes. Attention is paid to the topics of the circular economy. In 2021, PCCIC played a significant role in the working group for the development of the Lithuanian Circular Economy Roadmap. The project was successfully completed and the conclusions as well as proposals for a long-term greening strategy were submitted to the Government of Lithuania. Also, over the last three years, PCCIC has participated in EU projects "WWW&CE" and "3LoE" during which more than 20 seminars have been organized, and over 80 companies consulted on CE. PP7 want to build up on these experiences for preparing suitable future solutions. PCCICs will then pilot these solutions. This partner plays a significant role in the projects' transfer and sustainability due to its close connection to Lithuanian public institutions. It will lead GA 1.2.

996 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

Yes No

2.2 Project Partner Details - Partner 8

LP/PP	Project Partner		
Partner Status	Active		
Active from	22/09/2022	Inactive from	
Partner name:			
Organisation in original language	Dolnośląska Izba Rzemieśnicza we Wrocławiu		
	43 / 250 characters		
Organisation in English	Lower Silesian Chamber		
	22 / 250 characters		
Department in original language	International relations		
	24 / 250 characters		
Department in English	International relatines		
	23 / 250 characters		

Partner location and website:

Address	Plac Solny 13	Country	Poland
	13 / 250 characters		
Postal Code	50-061	NUTS1 code	Makroregion południowo-zachodni
	6 / 250 characters		
Town	Wrocław	NUTS2 code	Dolnośląskie
	7 / 250 characters		
Website	https://izba.wroc.pl/dir2019/	NUTS3 code	Miasto Wrocław
	29 / 100 characters		

Partner ID:

Organisation ID type	Tax identification number (NIP)	
Organisation ID	0000149020	
VAT Number Format	PL + 10 digits	
VAT Number	N/A <input type="checkbox"/> PL8960005822	12 / 50 characters
PIC	917893735	9 / 9 characters

Partner type:

Legal status	b) Private	
Type of partner	Business support organisation	Chamber of commerce, chamber of trade and crafts, business incubator or innovation centre, business clusters, etc.
Sector (NACE)	94.11 - Activities of business and employers membership organisations	

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities?

Financial data	Reference period	01/01/2021	–	31/12/2021
	Staff headcount [in annual work units (AWU)]			35.2
	Employees [in AWU]			12.2
	Persons working for the organisation being subordinated to it and considered to be employees under national law [in AWU]			9.0
	Owner-managers [in AWU]			9.0
	Partners engaged in a regular activity in the organisation and benefiting from financial advantages from the organisation [in AWU]			5.0
	Annual turnover [in EUR]			419,488.80
	Annual balance sheet total [in EUR]			595,610.26
	Operating profit [in EUR]			-7,726.24

Role of the partner organisation in this project:

Since 1945, the Lower Silesian Chamber of Crafts operates in the field of vocational training of young workers and supports the economic development of craft enterprises. Currently, the chamber associates approx. 3500 craft enterprises and entrepreneurs from the SME sector. The Lower Silesian chamber of crafts in Wrocław has an entry in the Register of Training Institutions of the Lower Silesian Voivodship Labour Office. The main activities of the chamber in supporting the circular economy are the elimination of basic barriers, i.e. low awareness of market participants (both entrepreneurs and consumers) and promoting the benefits of the circular economy and environmental awareness amongst craftsmen in line with EU guidelines. With broad experience in advising companies, PP 8 will lead GA 1.2.

804 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

Yes No

2.2 Project Partner Details - Partner 9

LP/PP	Project Partner		
Partner Status	Active		
Active from	22/09/2022	Inactive from	

Partner name:

Organisation in original language	Wielkopolska Izba Rzemieśnicza w Poznaniu	43 / 250 characters
Organisation in English	Wielkopolska Chamber of Crafts and Trades	42 / 250 characters
Department in original language	International relations	24 / 250 characters
Department in English	International relations	24 / 250 characters

Partner location and website:

Address	Al. Niepodległości 2	20 / 250 characters	Country	Poland
Postal Code	61-874	6 / 250 characters	NUTS1 code	Makroregion północno-zachodni
Town	Poznań	6 / 250 characters	NUTS2 code	Wielkopolskie
Website	https://www.irpoznan.com.pl/	28 / 100 characters	NUTS3 code	Miasto Poznań

Partner ID:

Organisation ID type	Tax identification number (NIP)		
Organisation ID	7770004888		
VAT Number Format	PL + 10 digits		
VAT Number	N/A <input type="checkbox"/>	PL7770004888	12 / 50 characters
PIC	947339055		
			9 / 9 characters

Partner type:

Legal status	b) Private		
Type of partner	Business support organisation	Chamber of commerce, chamber of trade and crafts, business incubator or innovation centre, business clusters, etc.	
Sector (NACE)	94.11 - Activities of business and employers membership organisations		

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities?	No
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Financial data	Reference period	01/01/2021	–	31/12/2021
Staff headcount [in annual work units (AWU)]				27.2
Employees [in AWU]				26.2
Persons working for the organisation being subordinated to it and considered to be employees under national law [in AWU]				0.0
Owner-managers [in AWU]				1.0
Partners engaged in a regular activity in the organisation and benefiting from financial advantages from the organisation [in AWU]				0.0
Annual turnover [in EUR]				938,414.73
Annual balance sheet total [in EUR]				601,079.18
Operating profit [in EUR]				-416,483.12

Role of the partner organisation in this project:

WIR is a part of the economic self-government and associates 43 guilds and 5 craft cooperatives voluntarily bringing together around 5316 entrepreneurs. As they are connected with craft, their activities are based on production or manufacturing, connected with the management of materials, where great potential of circular approaches has been identified. High raw material prices and taxes are a burden for companies in the region. Circular economy approaches can be a method to lead businesses to a more sustainable and economical future. SMEs are the majority of enterprises in Poland and have a real impact on the environment. WIR brings profound interest in circular economy approaches to the table. Their extensive network among SMEs in the region will be valuable in bringing relevant stakeholders together, to pilot solutions and to sustainably transfer the project results long-term. PP 9 will lead GA 1.2.

915 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

Yes No

2.2 Project Partner Details - Partner 10

LP/PP	Project Partner		
Partner Status	Active		
Active from	22/09/2022	Inactive from	

Partner name:

Organisation in original language	Panevėžio rajono savivaldybė			28 / 250 characters
Organisation in English	Panevezys district municipality			32 / 250 characters
Department in original language	Investment and foreign relations department			43 / 250 characters
Department in English	Investment and foreign relations department			43 / 250 characters

Partner location and website:

Address	Vasario 16-Osios g. 27	Country	Lithuania
Postal Code	35185	NUTS1 code	Lietuva
Town	Panevėžys	NUTS2 code	Vidurio ir vakarų Lietuvos regionas
Website	https://www.panrs.lt	NUTS3 code	Panevėžio apskritis

Partner ID:

Organisation ID type

Organisation ID

VAT Number Format

VAT Number N/A 0 / 50 characters

PIC 9 / 9 characters

Partner type:

Legal status

Type of partner

Sector (NACE)

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities?

Role of the partner organisation in this project:

The Panevėžys District Municipality has a strong interest in promoting SMEs in the region through direct support and by adapting regional policies. Panevėžys District Municipal Council just adopted decision no. T-85 "On Approval of the Regulations for the Support of Small and Medium-Sized Businesses of Panevėžys District Municipality" in April 2022. The circular economy is of special interest to this partner. PP10 will lead GA 3.2.

437 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

Yes No

2.2 Project Partner Details - Partner 11

LP/PP

Partner Status

Active from **Inactive from**

Partner name:

Organisation in original language 32 / 250 characters

Organisation in English 40 / 250 characters

Department in original language 22 / 250 characters

Department in English 21 / 250 characters

Partner location and website:

Address	<input type="text" value="SATAKUNNANKATU 23"/> <small>17 / 250 characters</small>	Country	<input type="text" value="Finland"/>
Postal Code	<input type="text" value="28130"/> <small>5 / 250 characters</small>	NUTS1 code	<input type="text" value="Manner-Suomi"/>
Town	<input type="text" value="PORI"/> <small>4 / 250 characters</small>	NUTS2 code	<input type="text" value="Länsi-Suomi"/>
Website	<input type="text" value="https://www.samk.fi"/> <small>20 / 100 characters</small>	NUTS3 code	<input type="text" value="Satakunta"/>

Partner ID:

Organisation ID type	<input type="text" value="Business Identity Code (Y-tunnus)"/>
Organisation ID	<input type="text" value="2388924-4"/>
VAT Number Format	<input type="text" value="FI + 8 digits"/>
VAT Number	<input type="checkbox" value="N/A"/> <input type="text" value="FI23889244"/> <small>10 / 50 characters</small>
PIC	<input type="text" value="952391882"/> <small>9 / 9 characters</small>

Partner type:

Legal status	<input type="text" value="a) Public"/>	
Type of partner	<input type="text" value="Higher education and research instituti"/>	<input type="text" value="University faculty, college, research institution, RTD facility, research cluster, etc."/>
Sector (NACE)	<input type="text" value="85.42 - Tertiary education"/>	

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities?

Role of the partner organisation in this project:

SAMK has solid experience within the cross-disciplinary areas of sustainable development and digitalisation from an educational, research, and applied point of view. The personnel of the Faculty have extensive experience in teaching, researching, and working with issues connected to automation and AI, environmental engineering and especially circular economy. One example is "Towards Carbon Neutral Municipalities and Regions", which is a six-year LIFE IP project for implementing Finnish climate policy. SAMK is the project coordinator in Satakunta region and produced the road map "Satakunta Climate and Energy Strategy 2030" also including activities developing circular economy with an aim to reach emission reduction and climate neutrality goals. SAMK will play a vital role in preparing solutions with its state-of-the-art experiences and international involvement. Their expertise in designing educational measures is important for the piloting and the evaluation of the solutions.

992 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

Yes No

State aid relevance

For the partner type selected, the Programme sees a medium to high risk for implementing State aid relevant activities. If the partner is of the opinion that its activities are not State aid relevant, it can ask the MAJS for a plausibility check on the State aid relevance. Does the partner want to do this?

Yes No

2.2 Project Partner Details - Partner 12

LP/PP

Partner Status
Active from **Inactive from**

Partner name:

Organisation in original language 22 / 250 characters
Organisation in English 22 / 250 characters
Department in original language 11 / 250 characters
Department in English 56 / 250 characters

Partner location and website:

Address	<input type="text" value="Christian M. Oestergaardsvej 4"/> <small>30 / 250 characters</small>	Country	<input type="text" value="Denmark"/>
Postal Code	<input type="text" value="8700"/> <small>4 / 250 characters</small>	NUTS1 code	<input type="text" value="Danmark"/>
Town	<input type="text" value="Horsens"/> <small>7 / 250 characters</small>	NUTS2 code	<input type="text" value="Midtjylland"/>
Website	<input type="text" value="www.via.dk"/> <small>10 / 100 characters</small>	NUTS3 code	<input type="text" value="Østjylland"/>

Partner ID:

Organisation ID type
Organisation ID
VAT Number Format
VAT Number 13 / 50 characters
PIC 9 / 9 characters

Partner type:

Legal status
Type of partner
Sector (NACE)

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities?

Role of the partner organisation in this project:

VIA college is one of Denmark's largest educational providers, but it also carries out applied research in cooperation with public and private partners in Denmark and internationally. It also has strong ties to the local business communities and coaches and provides advisory services to companies. VIA College contributes to the development, production and dissemination of new knowledge that can find new technological solutions and applications regarding future construction, sustainable use of resources for drinking water production and green energy as well as digital business systems. This partner has a strong interest in the circular economy and is very experienced in the creation of training programmes for SMEs. PP 12 will lead GA 1.4.

747 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

Yes No

State aid relevance

For the partner type selected, the Programme sees a medium to high risk for implementing State aid relevant activities. If the partner is of the opinion that its activities are not State aid relevant, it can ask the MAJS for a plausibility check on the State aid relevance. Does the partner want to do this?

Yes No

2.2 Project Partner Details - Partner 13

LP/PP	Project Partner		
Partner Status	Active		
	Active from	22/09/2022	Inactive from

Partner name:

Organisation in original language	Fjellugla Norway			17 / 250 characters
Organisation in English	Fjellugla Norway			17 / 250 characters
Department in original language	n/a			3 / 250 characters
Department in English	n/a			3 / 250 characters

Partner location and website:

Address	Tomtegate 11		12 / 250 characters	Country	Norway
Postal Code	2500		5 / 250 characters	NUTS1 code	Norge
Town	Tysnet		6 / 250 characters	NUTS2 code	Innlandet
Website	www.fjellugla.no		16 / 100 characters	NUTS3 code	Innlandet

Partner ID:

Organisation ID type	Organisation number (Organisasjonsnummer)
Organisation ID	995971240
VAT Number Format	NO + 9 digits + MVA
VAT Number	N/A <input checked="" type="checkbox"/> <input type="text" value=""/> <small>0 / 50 characters</small>
PIC	n/a <input type="text" value=""/> <small>3 / 9 characters</small>

Partner type:

Legal status	a) Public	
Type of partner	NGO	Non-governmental organisations, such as Greenpeace, WWF, etc.
Sector (NACE)	94.99 - Activities of other membership organisations n.e.c.	

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities?

Role of the partner organisation in this project:

Fjellugla Kompetanse AS is a non-profit organisation that has no acquisition purpose. Fjellugla was founded on 31.08.2010, is registered in the Volunteer Register and is a member of the Academic Study Association. PP 13 has a solid network of organisations in Norway. This network has extensive knowledge and a strong interest in circular economy in SMEs and years of experience in developing training programmes for SMEs. It will contribute to all Work Packages. PP 13 has lot of experience and competencies in training staff and will lead GA3.1.

547 / 1,000 characters

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

Yes No

2.2 Project Partner Details - Partner 14

LP/PP	Project Partner		
Partner Status	Active		
	Active from	<input type="text" value="22/09/2022"/>	Inactive from

Partner name:

Organisation in original language	Institut Innowacji i Odpowiedzialnego Rozwoju	<small>45 / 250 characters</small>
Organisation in English	Institute of Innovation and Responsible Development INNOWO	<small>58 / 250 characters</small>
Department in original language	n/a	<small>3 / 250 characters</small>
Department in English	n/a	<small>3 / 250 characters</small>

Partner location and website:

Address	<input type="text" value="Tyniecka 38"/> <small>11 / 250 characters</small>	Country	<input type="text" value="Poland"/>
Postal Code	<input type="text" value="02-621"/> <small>6 / 250 characters</small>	NUTS1 code	<input type="text" value="Makroregion województwo mazowieckie"/>
Town	<input type="text" value="Warszawa Mokotów"/> <small>16 / 250 characters</small>	NUTS2 code	<input type="text" value="Warszawski stołeczny"/>
Website	<input type="text" value="https://innowo.org/"/> <small>19 / 100 characters</small>	NUTS3 code	<input type="text" value="Miasto Warszawa"/>

Partner ID:

Organisation ID type	<input type="text" value="Tax identification number (NIP)"/>
Organisation ID	<input type="text" value="0000736306"/>
VAT Number Format	<input type="text" value="PL + 10 digits"/>
VAT Number	<input type="checkbox" value="N/A"/> <input type="text" value="PL5213831236"/> <small>12 / 50 characters</small>
PIC	<input type="text" value="905442427"/> <small>9 / 9 characters</small>

Partner type:

Legal status	<input type="text" value="b) Private"/>	
Type of partner	<input type="text" value="NGO"/>	<input type="text" value="Non-governmental organisations, such as Greenpeace, WWF, etc."/>
Sector (NACE)	<input type="text" value="94.11 - Activities of business and employers membership organisations"/>	

Partner financial data:

Is your organisation entitled to recover VAT related to the EU funded project activities?	<input type="text" value="No"/>	
Financial data	Reference period	<input type="text" value="01/01/2020"/> – <input type="text" value="31/12/2020"/>
	Staff headcount [in annual work units (AWU)]	<input type="text" value="20.0"/>
	Employees [in AWU]	<input type="text" value="4.0"/>
	Persons working for the organisation being subordinated to it and considered to be employees under national law [in AWU]	<input type="text" value="0.0"/>
	Owner-managers [in AWU]	<input type="text" value="1.0"/>
	Partners engaged in a regular activity in the organisation and benefiting from financial advantages from the organisation [in AWU]	<input type="text" value="15.0"/>
	Annual turnover [in EUR]	<input type="text" value="299,977.69"/>
	Annual balance sheet total [in EUR]	<input type="text" value="134,741.06"/>
	Operating profit [in EUR]	<input type="text" value="0.00"/>

Role of the partner organisation in this project:

INNOWNO is a non-governmental organization, THINK to DO TANK established to support the development of innovation and implementation of systemic changes for the purpose of sustainable socio-economic progress. INNOWNO cooperates with various stakeholder groups such as scientists, government administration, decision makers, businesses and NGOs in order to initiate joint actions to improve the situation of society and the environment's condition. INNOWNO combines knowledge of many disciplines with expertise at the local and international level.

INNOWNO is Member of Coordinating Group of European Circular Economy Stakeholder Platform. With its broad experience in circular economy solutions it will co-lead WP 1.

Has this organisation ever been a partner in the project(s) implemented in the Interreg Baltic Sea Region Programme?

Yes No

3. Relevance

3.1 Context and challenge

SMEs represent 98% of the entire economic fabric of the BSR. They are the key to positive change.

The circular economy is not only particularly relevant from an ecological point of view but increasingly so from an economic one. Initially triggered by the pandemic, then intensified by the war in Ukraine, raw material prices have significantly risen. In some cases, raw materials are almost impossible to obtain, preventing SMEs from continuing to operate. The conscious handling of raw materials and the change from a linear to a circular system is now also an economic factor.

Currently circular economy principles are rarely carried out by SMEs for the following reasons:

- The management capacities of SMEs are very limited. They need external service providers like BSOs to provide consulting support from knowledge transfer to realisation. So far, most BSOs lack these capacities, which are indispensable for permanent, sustainable CE promotion
- Circular economy procedures and technologies are hardly known to SMEs and do not reflect SME-specific possibilities
- Existing regional policies, processes and technologies are primarily oriented to the conditions of large companies and must be adapted, specifically to accommodate the needs of rural SMEs
- CE-Applications that exist in different countries are not mutually exchanged; there is a need for transnational exchange for SME specific solutions.
- There is a lack of digital tools, e.g., for company analyses, for finding suitable solutions, for recommending next steps etc.

Two partners bring extensive experience from four recently completed research projects on the topic. The challenge now is to focus on the practical implementation of these solutions in SMEs and to empower entrepreneurs.

The CE4SME project will develop concrete solutions to address the challenges, put them into action in companies and BSOs, create corresponding regional policies and secure a broad transfer to at least 80 additional stakeholders.

1,999 / 2,000 characters

3.2 Transnational value of the project

The level of knowledge and implementation of CE within the Baltic Sea Region reveals a large disparity, especially in terms of concrete applications in SMEs. Within the Baltic Sea region, DE is leading in CE applications. NO, DK, SE and FI are also well advanced, whereas PL, EE, LV and LT, have some catching up to do. The concept is hardly known, especially in rural regions, and is often still filled with misconceptions.

A transnational cooperation is strongly needed within the Baltic Sea region. Especially if SMEs are defined as a target group, it is important to coordinate and exchange as many concrete experiences and as much of practical advice as possible. Each SMEs is different. More experiences lead to a more successful change of behaviors through trainings. Positive BSR experiences ensure the adoption of CE measures by other SMEs. Also, rural companies face identical challenges in most regions and will benefit from each other's solutions.

Our transnational CE network, with highly respected BSOs and extensive contacts to both SMEs and public authorities, is capable of implementing CE on a broad basis in the BSR. Regarding value chain-based partnerships, it can be difficult for rural SMEs to find partners to include in their CE cycle. A transnational network can remedy this situation by creating strong national and international points of contact and cooperation across sectors. That is why we directly involve numerous businesses when testing the solutions.

It is critical for collaboration that the transnational capacity is fully utilized. The project activities will be planned with as much cross-national collaboration as possible, not just in the form of physical meetings, to promote a prosperous and intensive CE cooperation across regions.

All parties work together directly in as many processes as possible. The partner structure allows every partner to contribute to all activities and thus holistic knowledge will be created among the whole partnership.

1,999 / 2,000 characters

3.3 Target groups

Target group	Sector and geographical coverage	Its role and needs
<p>Small and medium enterprise</p>	<p>The project aims to bring real change to thousands of SMEs in the BSR. Measures to strengthen the circular economy are deliberately not limited to one sector in order to assure a broad reach. Chambers of Crafts, Commerce, and Industry will train their member companies in many areas, from manufacturing crafts to services. All countries from the Baltic Sea region are covered. Most regions are also reached, as e.g., the BSO partners from Latvia and Estonia are the national central chambers.</p> <p style="text-align: right;">493 / 500 characters</p>	<p>Unlike larger companies, SMEs regularly lack the time for new business models and innovations in their day-to-day business; they often only have limited time to gather information. Many SMEs, especially in rural areas, still perceive circular economy to generate higher costs, although prices can usually be saved after the transition.</p> <p>What is needed is information regarding the different CE models, their benefits and a step-by-step guide to implementation. Often CE models are described in a way, that is not understandable to SMEs which by default require practical and ready to use solutions.</p> <p>Some companies can then implement these CE solutions by e.g., using digital information. Others need personal guidance from the BSOs they trust and then often individual assessments and staff coaching.</p> <p style="text-align: right;">802 / 1,000 characters</p>
<p>Business support organisation</p>	<p>BSOs from Estonia, Latvia, Lithuania and Poland, the countries with the greatest need to catch up, are directly involved in the project as partners. Via the lead partner, another additional 40 chambers of commerce and BSOs are involved as transfer recipients. This covers all sectors and all BSR countries.</p> <p style="text-align: right;">306 / 500 characters</p>	<p>The project is designed to bring about change throughout the BSR. To this end, business support organisations are approached as multipliers and local contacts for SMEs.</p> <p>To achieve a long-term, sustainable shift from a linear economy to a circular one, SMEs need to be informed, trained and accompanied for years. Particularly in rural areas, the companies trust their representative bodies, the chambers/BSOs.</p> <p>These representative bodies support the development of businesses from start-up to succession. However, many BSOs do not yet have experience in advising on the circular economy. This capacity needs to be built and retained. The institutions need practical information, models, digital tools and, above all, know-how regarding consulting, which must be imparted in training courses.</p> <p style="text-align: right;">794 / 1,000 characters</p>
<p>Regional public authority</p>	<p>Regional public authorities from all BSR countries are addressed, especially from countries with the highest demand, such as EE, LT, LV, and PL. Some are project partners, such as Lithuania. In addition, partners such as the Ministry of Environment of Latvia have very close contact with all regional authorities. The same applies to the chambers, which, as the voice of the economy, are in very close contact with the regional authorities.</p> <p style="text-align: right;">441 / 500 characters</p>	<p>Public support for circular economy in the local companies is critical in the respective regions, and coordination with complementary measures must take place. For CE to be implemented in regional businesses, regional public administrations must recognise the needs of their local businesses.</p> <p>SMEs usually have no contact with local authorities or national ministries but want to be in touch with local, regional units they know.</p> <p>Similar to BSOs, regional administrations need to listen to local businesses and tailor their offerings and policies specifically to their needs.</p> <p>In order to achieve long-term change, regional strategies need to be adapted, and it is necessary to explore how local government can promote the shift to a circular economy among local businesses.</p> <p style="text-align: right;">778 / 1,000 characters</p>

3.4 Project objective

Your project objective should contribute to:

Circular economy

The project CE4SMEs is all about facilitating the shift from linear to circular economy in SMEs by creating long-term sustainable business models with environmental and social benefits.

CE measures of large companies are often heavily subsidized and, once implemented, receive a lot of public attention. In order to reach a circular transformation of our economy we must follow a bottom-up approach by also enabling micro and small companies to transform their business.

We believe that by bringing strongly rooted regional BSOs together in a transnational network for CE we have the potential to bring change to tens of thousands of companies. We do this by developing solutions across sectors, involving cities and letting businesses outside the partnership contribute to the project solutions.

SMEs are vulnerable in today's economy. The Covid crisis has strained their resources over the last two years, digitization and stricter environmental regulations mean further pressure for change. Change we want to support by raising awareness from the businesses to local and national public authorities to promote business models for the future of Europe.

So much research has been done and so many innovative CE solutions have been developed over the last years, but so little of this potential has reached SMEs in the BSR. A true change will only take place if we ensure and sustain accompanied implementation over years. This implementation capacity is being built with this project which:

- Develops new CE business models (GA1.2)
- Helps businesses to adopt circular approaches through seminars (GA2.1) and coaching (GA2.2)
- Provides support instruments (GA1.3) and CE implementation examples (GA1.1)
- Supports entrepreneurial activity with the trainings (GA1.4)
- Integrates CE policies at the regional level & rethinks regional planning
- Involves national ministries and regional planners to complement existing strategies with regard to a better integration of SMEs (GA3.2)

1,993 / 2,000 characters

3.5 Project's contribution to the EU Strategy for the Baltic Sea Region

Please indicate whether your project contributes to the implementation of the Action Plan of the EU Strategy for the Baltic Sea Region (EUSBSR).

Yes No

Please select which Policy Area of the EUSBSR your project contributes to most.

PA Energy

Please list the action of this Policy Area that your project contributes to and explain how.

Since most companies in the Baltic Sea Region are SMEs, increasing the implementation of circular economy measures in SMEs will have a major impact on the energy efficiency in the region. The semi-public chambers in the region will become consultants and coaches for the years to come and will be able to advise multiple companies. Since regional strategies are developed together with public partners, this will contribute to Action 1 "Streamlining efforts on energy efficiency in the region by deepening regional cooperation".

529 / 1,500 characters

If applicable, please describe which other Policy Areas of the EUSBSR your project contributes to and how.

The project also contributes to PA's Innovation, which aims to promote competitiveness and growth by supporting entrepreneurship, business development, science, and improved innovation capacity. The circular economy concept inspires firms to improve their resource efficiency. It offers a fresh perspective on a company's business model and operations. Looking through this lens may bring new insights and, as a result, promote innovation. The introduction of the newly created CE- business models is a significant boost for technological and organisational innovation in SMEs which have been confirmed by many studies.

619 / 1,500 characters

3.6 Other political and strategic background of the project

Strategic documents

"Circular economy action plan " (https://ec.europa.eu/environment/strategy/circular-economy-action-plan_en) is an integral part of the European Green deal. It emphasises the need to move towards a circular economy. The circular economy action plan

249 / 500 characters

"HELCOM Baltic Sea Action Plan" (<https://helcom.fi/media/publications/BSAP-full-publication-v21-220405.pdf>)

Stresses an increase in efficiency in the use of resources and a transition to a clean and sustainable circular economy and carbon neutrality. Likewise, the EU Strategy for the Baltic Sea Region" also indicates the urgent need to accelerate the transition to circular economy.

389 / 500 characters

"SME Strategy for a sustainable and digital Europe" (<https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:52020DC0103>)

The new SME Strategy points out that in fact SMEs play a key role when it comes to the transition of the green economy and realising the Green Deal. Many SMEs need advice and the strategy points out, that the members of the Enterprise Europe Network need to facilitate and consult their member companies. The chambers in this project are the national EEN contact points.

496 / 500 characters

3.7 Seed money support

Please indicate whether your project is based on a seed money project implemented in the Interreg Baltic Sea Region Programme 2014-2020.

Yes No

3.8 Other projects: use of results and planned cooperation

Full name of the project	Funding Source	Use of the project outcomes and/or planned cooperation
<p>3-LOE www.3-loe.eu</p> <p>18 / 200 characters</p>	<p>European Commission, Centres of Vocational Excellence Pilot Project Erasmus+ 2020 - 2024</p> <p>89 / 200 characters</p>	<p>This project is about the creation of 7 Centres of Vocational Excellence which focus on environmental issues, also on circular economy. Each COVE is built up by business support organisations, educational providers and public administrations. The focus lies on research and educational programs.</p> <p>The LP of CE4SMEs also coordinates all COVEs from Poland, Germany, Lithuania, Latvia, but also Spain, Italy, and Austria, which will be fruitful for international exchange beyond the BSR and build strong synergies.</p> <p>They will provide perfect links to regional stakeholders and the latest research on CE solutions, that can then be implemented as part of this project.</p> <p>PP 7 of this project is also involved in the COVE in Lithuania and thus has a strong and direct reach to other relevant stakeholders in LT.</p> <p>811 / 1,000 characters</p>

Full name of the project	Funding Source	Use of the project outcomes and/or planned cooperation
<p>Cradle to Cradle for SMEs www.c2c-smes.eu</p> <p style="text-align: right; font-size: small;">42 / 200 characters</p>	<p>European Commission, NA-BIBB, Erasmus+ 2015- 2018</p> <p style="text-align: right; font-size: small;">49 / 200 characters</p>	<p>The concept of cradle to cradle is one step further than the circular economy. Instead of creating loops, products flow in infinite material life cycles thus being economically successful, conducive to the environment and healthy for consumers without producing any kind of waste.</p> <p>However, this concept can be applied only to a few companies, but in case a company is considered suitable, it will be encouraged to not only go from a linear to a circular economy but reduce waste completely according to the C2C concept.</p> <p style="text-align: right; font-size: small;">521 / 1,000 characters</p>
<p>Skills Alliance for Waste, Waste Water and Circular economy www.sa-ce.eu</p> <p style="text-align: right; font-size: small;">73 / 200 characters</p>	<p>European Commission, Pilot Project Sector Skills Alliance 2017 - 2022</p> <p style="text-align: right; font-size: small;">69 / 200 characters</p>	<p>The LP also coordinated the skill alliance project. The focus was the creation of study courses and higher education curricula in the field of Waste, Waste Water and Circular Economy. The target group were educational providers.</p> <p>Research results from the Circular Economy section can be used to create blueprints that will actually not target students, but the SMEs, which is the main target group of CE4SMEs.</p> <p>Since CE4SMEs very much focuses on implementation and change in SMEs, the research results are a perfect basis.</p> <p style="text-align: right; font-size: small;">525 / 1,000 characters</p>
<p>Force - cities cooperating FOR Circular Economy http://www.ce-force.eu/</p> <p style="text-align: right; font-size: small;">73 / 200 characters</p>	<p>Horizon 2020 Framework Programme of the European Union 2017-2021</p> <p style="text-align: right; font-size: small;">64 / 200 characters</p>	<p>The four-year project ended in 2021 and resulted in several valuable results for CE4SMEs:</p> <p>It developed ten viable end-markets by demonstrating new applications for plastic waste, metals (EEE devices), biowaste and wood waste, which will be important when defining the solutions for SMEs (GA1.2)</p> <p>It developed a governance model for cities based on value chain based partnerships, which will be very helpful when coordinating the regional policies for CE in the BSR.</p> <p>PP 3 was part of this project.</p> <p style="text-align: right; font-size: small;">501 / 1,000 characters</p>

3.10 Horizontal principles

Horizontal principles	Projects's direct impact
Sustainable development	positive
Non-discrimination including accessibility	neutral
Equality between men and women	positive

4. Management

Allocated budget

15%

4.1 Project management

Please confirm that the lead partner and all project partners will comply with the rules for the project management as described in the Programme Manual.

If relevant, please indicate any other important aspects of the project management, e.g. external entity supporting the lead partner in the management of the project, advisory board, steering committee, any other relevant working groups, etc.

The project will be coordinated by a group of project managers with extensive experience in similar projects (Project Management Group). A smaller group, Steering Committee, will monitor the progress.
A detailed task and activity plan is prepared and agreed upon with the partners at the start of a project, which specifies who is responsible for what and when it is to be accomplished.
Additionally, this plan will be made interactively available to the partners through an Intranet.

490 / 500 characters

4.2 Project financial management

Please confirm that the lead partner and all project partners will comply with the rules for the financial management and control as described in the Programme Manual.

If relevant, please indicate any other important aspects of the financial management, e.g. external entity supporting the lead partner, positions planned for financial management, involvement of special financial experts (e.g. for public procurement), etc.

The project's financial management is in the hands of an experienced staff member who has worked on INTERREG projects and other EU projects, particularly those involving lump-sum finance (like Erasmus+). The financial manager coordinates accounting, financial reporting, and rules control and ensures that financial resources are used appropriately and economically. The overall financial management of the LP will coordinate the group of partners' financial managers.

469 / 500 characters

4.3 Input to Programme communication

Please confirm that you are aware of the obligatory inputs to Programme communication that must be submitted along the pre-defined progress reports, as described in the Programme Manual.

If relevant, please describe other important aspects of project communication that you plan to introduce, e.g. a communication plan, opening and closing events, social media channel(s) etc.

At the Lead Partner, a Communication Officer will be assigned to the project to coordinate public relations efforts with the other partners effectively. At the beginning of the project, a comprehensive dissemination plan is agreed upon for the entire project as well as for each individual partner. This will include the planned measures such as events, publications, video productions, social media, etc.

405 / 500 characters

4.4 Cooperation criteria

Please select the cooperation criteria that apply to your project. In your project you need to apply at least three cooperation criteria. Joint development and joint implementation are the obligatory ones you need to fulfill in your project.

Cooperation criteria

Joint Development

Joint Implementation

Joint Staffing

Joint Financing

5. Work Plan

Number	Work Package Name
1	WP1 Preparing solutions
Number	Group of Activity Name
1.1	CE Solutions for SMEs
1.2	Guidelines and Handbook for CE in SMEs
1.3	Digital CE Tool
1.4	Counseling Programs
2	WP2 Piloting and evaluating solutions
Number	Group of Activity Name
2.1	Training SMEs for CE
2.2	Implementing CE in SMEs
2.3	Evaluation, adapatation and finalisation
3	WP3 Transferring solutions
Number	Group of Activity Name
3.1	Capcity Building
3.2	Regional strategies for CE in SMEs
3.3	Dissemination and transfer to stakeholders

Work plan overview

	Period: 1	2	3	4	5	6	Leader
WP.1: WP1 Preparing solutions							PP1
A.1.1: CE Solutions for SMEs							PP3
D.1.1: Blueprints of CE solutions for SMEs			D				PP7
A.1.2: Guidelines and Handbook for CE in SMEs							PP2
D.1.2: Handbook CE for SMEs			D			D	PP12
A.1.3: Digital CE Tool							PP6
O.1.3: Digital CE tool for SMEs				O		O	PP8
A.1.4: Counseling Programs							PP9
O.1.4: Two counselling programs			O			O	PP11
WP.2: WP2 Piloting and evaluating solutions							PP1
A.2.1: Training SMEs for CE							PP13
D.2.1: 5 Realised Trainings with at least 60 companies				D			PP10
A.2.2: Implementing CE in SMEs							PP1
D.2.2: 50 realised CE measures in SMEs						D	PP11
A.2.3: Evaluation, adapatation and finalisation							PP1
D.2.3: Evaluated pilots, adapted and finalised outputs 1.2-1.4					D		PP13
WP.3: WP3 Transferring solutions							PP10
A.3.1: Capcity Building							PP10
O.3.1: CE Centres for SMEs						O	PP1
A.3.2: Regional strategies for CE in SMEs							PP10
O.3.2: Regional strategy plans for CE in SMEs				O			PP1
A.3.3: Dissemination and transfer to stakeholders							PP1
O.3.3: Transferred solutions			O			O	PP1

Outputs and deliverables overview

Code	Title	Description	Contribution to the output	Output/ deliverable contains an investment
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D 1.1	Blueprints of CE solutions for SMEs	<p>Blueprints and report on challenges for rural SMEs. Both results are an essential part of the following activities. a) Blueprints from the field of circular economy are compiled, which can be implemented by SMEs relatively easily and as quickly as possible. The goal of the activity is not a high quantity of solutions, but a selection of particularly effective and well-implementable CE solutions that are relevant for a high number of SMEs. The Blueprints are part of the final handbook, which will be developed in GA1.2, and will also be processed in digital form and illustrated by videos (GA1.3) as well as part of the training programs (GA1.4). These outputs are also the basis for the pilot implementations in the SMEs, GA 2.2. According to the current status, it can be assumed that a total 8 - 12 blueprints will be presented. b) Based on a multilingual survey, which mainly targets companies in rural areas, a report will be prepared that summarizes the main obstacles to developing suitable measures for them in GA1.2 then. The survey will be distributed to all BSOs in the Baltic Sea Region. Since it reaches out to rural SMEs, translation into the different languages is necessary. This way, at least 250 answers will draw a clear picture of the needs. The insights gained regarding the specific challenges of SMEs to switch from linear to circular economy, especially in rural areas, will also be incorporated when developing the digital tools (GA1.3) and the training program for business support organisations (GA1.4) as well as the strategy program for public administrations (GA3.2).</p>	O1.2, O1.3,O1.4; D2.2	
D 1.2	Handbook CE for SMEs	<p>The first draft of the guidelines should be completed towards the end of Milestone 3, so it can be used for the practical training of SMEs (GA2.1) and the realisation of solutions in companies (GA2.2). The findings will also be used for the interactive digital tool (GA1.3). Following the testing, the output will be adapted and finalised until Milestone 6 in the form of a handbook after the pilots have been completed (GA 2.3). The handbook will be available in digital form as well as printed copies. The digital, interactive form will be particularly relevant for SMEs, as it can also be easily presented in different languages. This printed copy will contain about 150 pages in English and will be particularly important for business support organisations, which can use it as a reference book during their consultations, and for policymakers when revising their regional strategies. 100 copies will be printed in the beginning, with the possibility of easily reprinting more via the publisher, should that be necessary. Besides the partnership, printed copies will be transferred to at least 80 additional organisations in the BSR, that have an interest in increasing the CE level of their companies and thus get a step-by-step handbook. The handbook will be digitalised and interactive part of O 1.3, the findings flow into the training O1.4 and in a printed form relevant to the BSOs to increase their knowledge of O3.1.</p>	O1.3, O1.4 and O 3.1	
O 1.3	Digital CE tool for SMEs	<p>The digital CE tool, which is designed as a one-stop solution for SMEs, shows companies what potential CE brings with it, how companies can activate this potential and how concrete solutions can be created for companies. The tool will be usable on a website as well as mobile devices. Business support organizations can use the digital tool, especially for the training of companies and awareness-raising in the context of information events. The solution approach of the tool consists of the following contents: 1) Assessment tool for SMEs: The development of the digital tool includes a CE assessment tool for SMEs, which covers at least the areas of waste management, water, energy, transport and land use. Through different area-related questionnaires, the CE status-quo of the company is determined and consequently, special CE potentials are identified. 2) Individual recommendations for action and guidelines: The tool offers the user recommendations for action and guidelines for the realisation of CE in SMEs in an appealing form. 3) Implementation examples: Part of the tool is further a collection of successful implementation examples of CE realizations of SMEs from the Baltic Sea region. These are important for inspiration and convincing of the economic and environmental value of these measures. The digital CE tool consists of experiences and examples from all represented partner countries, also the recommendations for action and guidelines will be tested in the regions and countries after the completion of WP2. Companies and business support organisations thus benefit directly from the expertise and experiences of the other partner countries. The platform will be working by end of Milestone 4 at latest, so it can be used for the following activities and already gain momentum during the testings and trainings, but finalised with the lessons learned from the pilots by Milestone 6.</p>		
O 1.4	Two counselling programs	<p>Output are two curricula for training programs. Each training programme includes comprehensive curricula and teaching material, so that other stakeholders can easily use it in the BSR that want to either train their companies or first qualify their staff. a) The first is aimed at SMEs and will be tested and adapted in practice (GA 2.1, 2.3). b) The second training program is aimed at employees in business support organisations or regional development agencies, who will be trained to support SMEs in the transition from a linear to a circular economy. This training is conducted at least twice as part of the permanent capacity building (GA 3.1) Both training programs will be tested, evaluated and finalised.</p>		

D 2.1	5 Realised Trainings with at least 60 companies	<p>The solution CE Training for SMEs will be tested at least four times, while in each training 10 – 15 future entrepreneurs or companies. The trainings will take place in Estonia, Latvia, Lithuania and Poland for SMEs and in Sweden for future entrepreneurs. There will be an implementation report of every training, that will be evaluated in GA 2.3. The training program will be jointly tested by partner institutions from different countries, bringing together transnational value by letting national particularities influence the design and contents. This results in a more diverse approach, joints forces of institutions from different countries and provides companies and entrepreneurs with the best possible CE training program. Participating partner organizations are expected to keep this training program up and running after the project's implementation. The extensive piloting and the practical implementation of CE measures in participating companies results in an output with a high transfer potential. Having been developed in GA1.4, piloted in this activity and then adapted as part of the comprehensive evaluation in GA2.3, the training for SMEs can be finalized.</p>	O1.4	
D 2.2	50 realised CE measures in SMEs	<p>At least 50 pilot CE measures in SMEs. Each measure is documented, so that minimum 50 documentation reports will be available. From experience, it is a big challenge to convince companies and entrepreneurs to implement changes and to do things differently as before. The best, within this project, realized CE measures will be displayed prominently on the project's website. This is important for BSOs in the process of recruiting companies for future trainings. The collection of successfully implemented CE measures serves for companies, interested in participating in future CE training programs, as motivation and inspiration. The output is also of big value for potential transfer partners. These examples show that the training produces results in the participating companies. Meaning that the training was successful, and the training program is of good quality. This helps attract potential transfer partners and helps tremendously in convincing them in implementing this training program at their institution too. Even though all materials will be openly accessible and for free, the implementation at transfer partners institutions comes with a cost (e.g. training costs for personnel, preparation costs, preliminary work). Only when transfer partners see that it is worth bearing these costs, they will implement the program. These 50 pilot measures of course already are an output and solution, since the overall goal of getting more SMEs to realise CE will be reached. In the bigger picture of this project, it is, however, a test of the Blueprints developed in GA1.2 and crucial for the success of reaching thousands of SMEs in the BSR.</p>	O1.4	
D 2.3	Evaluated pilots, adapted and finalised outputs 1.2-1.4	<p>As a deliverable, a comprehensive evaluation report will be produced in order to summarise the lessons learned from the pilot action that were carried to test O 1.2, O1.3 and O.1.4. Specifically, it details how the deliverable designed in GA 1.1 – 1.4 were put to use in a real-world situation. The report analyzes the strengths and limitations of the tested deliverable and suggests improvements that can be made to the solution in order to improve its overall usability by the defined target groups. The evaluation report serves as a starting point for a comprehensive revision of the solutions developed in WP1. The solutions will be further improved to ensure the highest quality and transferability. PP1 and PP 14 will use the results of the evaluation to adapt and finalise the O1.2, O1.3 and O1.4.</p>	O1.2, O1.3 and O1.4	
O 3.1	CE Centres for SMEs	<p>The output consists of permanent, institutional capacity of business support institutions to advise SMEs in the field of circular economy. With this, other BSOs in the BSR can easily benefit from the developed solutions of this project, engage themselves in capacity building to become a contact point and center of expertise for CE in their respective region. a) For this purpose, the training developed in GA1.4 was carried out in order to permanently build up the personnel competencies b) In addition, at least 6 business plans have been individually agreed with PP2 and PP 5- 9 on how to offer the consulting services permanently to the member companies and future companies within their business support organization. Both the training of employees and the business plans are completed by the last milestone in order to achieve a high level of sustainability of the measures developed.</p>		

O 3.2	Regional strategy plans for CE in SMEs	<p>The output of these activities is to develop and to publish new and adapted regional strategies for at least four particularly affected countries, Estonia, Latvia, Lithuania and Poland. The strategies will be in line with the Paris Agreement and its 2050 long-term strategies and the European Green Deal. They will present concrete courses of action at the regional level and how these can be implemented to accompany more small and medium-sized enterprises in the region to the circular economy. The significance of a quadruple-helix approach in the regional strategy will be included. The quadruple-helix (QRH) model broadens the industry-government-academia nexus by emphasizing people's active roles as not only ultimate customers and innovation users, but also as an essential component of the innovation system (e.g., in the case of social innovation). As a result, such an approach recognizes the role of civil society and individuals to the innovation cycle. Including civil society and citizens in the equation leads to more inventions that go beyond science and technology. Each strategy will include recommendations for relevant stakeholders for a QRH network in the respective region.</p> <p>These strategies should describe the background but also give very concrete recommendations for action, which are based on the experiences of the pilots and adapted to the respective regional possibilities. For many regional authorities, this output can be an excellent starting point of implementing CE measures in their region. As the strategies are developed by public partners in accordance with the input from BSOs from the target regions it is possible to reach a holistic and complete setting in which other regional authorities can make direct use of the within this project developed solutions. This increases the attractiveness of the developed strategies by far, because they are not just empty words or academic write-ups, but specialized strategies that are delivered with the right tools to implement and with proven success stories. This extensive scope makes the strategies unique in its content and methodology and increases the chances for a BSR wide adaptation by far.</p>		
O 3.3	Transferred solutions	<p>The following results are resulting from the group activities 3.3: a) Dissemination Extensive public relations. This includes for example - Website, Social media postings - Six regular newsletters to be distributed in the BSR - At least 8 videos about CE solutions on social platforms - At least 10 articles and press reports - One academic paper raising interest in CE for SMEs - Presentation of the project in at least 30 events b) Transfer - Concept for the independent use of the achieved outputs by other organizations in the Baltic Sea region. - Intermediate conference - Final conference - Offering implementation advice to interested stakeholders by the LP</p>		

Work package 1

5.1 WP1 Preparing solutions

5.2 Aim of the work package

The aim of this work package is to prepare solutions to help address the identified challenge. You can either develop entirely new solutions or adapt existing solutions to the needs of your target groups. Prepare your solutions in a way that you can pilot them in Work Package 2. Consider how you involve your target groups in preparation of the solutions. Organise your activities in up to five groups of activities to present the actions you plan to implement. Describe the deliverables and outputs as well as present the timeline.

5.3 Work package leader

Work package leader 1	PP 1 - Hanse-Parlament
Work package leader 2	PP 14 - Institute of Innovation and Responsible Development INNOWO

5.4 Work package budget

Work package budget	35%
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5.5 Target groups

Target group		How do you plan to reach out to and engage the target group?
1	<p>Small and medium enterprise</p> <p>The project aims to bring real change to thousands of SMEs in the BSR. Measures to strengthen the circular economy are deliberately not limited to one sector in order to assure a broad reach. Chambers of Crafts, Commerce, and Industry will train their member companies in many areas, from manufacturing crafts to services. All countries from the Baltic Sea region are covered. Most regions are also reached, as e.g., the BSO partners from Latvia and Estonia are the national central chambers.</p> <p style="text-align: right;">493 / 500 characters</p>	<p>Businesses are reached directly through the participating business support organizations PP 5 - 9, which together represent thousands of businesses. PP 1 also has representatives of several hundred thousand member companies through its network. The Firms are addressed directly, but also by means of the project's extensive public relations work.</p> <p>Within WP1, at least 250 SMEs will be involved in GA 1.1. The GA1.3 platform is aimed directly at SMEs and will be designed interactively for their needs.</p> <p style="text-align: right;">502 / 1,000 characters</p>
2	<p>Business support organisation</p> <p>BSOs from Estonia, Latvia, Lithuania and Poland, the countries with the greatest need to catch up, are directly involved in the project as partners. Via the lead partner, another additional 40 chambers of commerce and BSOs are involved as transfer recipients. This covers all sectors and all BSR countries.</p> <p style="text-align: right;">306 / 500 characters</p>	<p>Relevant business support organizations from Estonia, Latvia, Lithuania, Germany, Sweden and Poland are directly involved in the partnership, ensuring that the developed solutions fit this target group. For further transfer of the solution the partnership will make use of PP1 extensive network of BSOs around the BSR and beyond. Direct access is given through the membership of around 40 BSOs as potential transfer recipients. Additional relevant BSOs will be identified by the partnership through the constant dissemination of project results and participation in regional networks. The output of GA1.2 will help to raise further awareness and interest in other BSOs and the LP will provide implementation advice free of charge to all interested BSOs.</p> <p style="text-align: right;">754 / 1,000 characters</p>
3	<p>Regional public authority</p> <p>Regional public authorities from all BSR countries are addressed, especially from countries with the highest demand, such as EE, LT, LV, and PL. Some are project partners, such as Lithuania. In addition, partners such as the Ministry of Environment of Latvia have very close contact with all regional authorities. The same applies to the chambers, which, as the voice of the economy, are in very close contact with the regional authorities.</p> <p style="text-align: right;">441 / 500 characters</p>	<p>This target group is involved in the area of the work pact to help determine which CE solutions in GA1.1 are actually regionally feasible and desirable. These results flow directly into the development of the regional strategies GA3.2.</p> <p style="text-align: right;">236 / 1,000 characters</p>

5.6 Activities, deliverables, outputs and timeline

No.	Name
1.1	CE Solutions for SMEs
1.2	Guidelines and Handbook for CE in SMEs
1.3	Digital CE Tool
1.4	Counseling Programs

WP 1 Group of activities 1.1

5.6.1 Group of activities leader

Group of activities leader PP 3 - Stadtreinigung Hamburg

A 1.1

5.6.2 Title of the group of activities

CE Solutions for SMEs

21 / 100 characters

5.6.3 Description of the group of activities

Small and medium-sized enterprises, in particular, need solutions in the field of a circular economy that are easy to implement. Regarding the technical requirements and implementation of the circular economy, the project can build on extensive preliminary work gained in the context of three completed and one ongoing circular economy research project. Three projects were coordinated by the lead partner and directly funded by the EU Commission, but had the focus on research and not on implementation.

The research work is thus almost completed. The comprehensive results will now be used to define precisely which concrete applications in the field of circular economy are particularly feasible and highly relevant for effective implementation in SMEs in the BSR.

a) All essential business models that follow the three core principles of CE (Reduce, Reuse, Recycle) will be taken into consideration, such as

1. Circular Input: These models focus on the input side of design, production process and material used, i.e., process design, product design, circular supplier etc.
2. Circular Use: These models concentrate on the usage phase, which involves making the best use of the product while maintaining additional value, i.e., product as a service, sharing platforms, circular leasing etc.
3. Circular Output: These models are engaged with the output and added value of a product's post-use phase. Most revenue is produced by repurposing used products to create new products or usable resources. i.e., support lifecycle, refurbish, recovery provider, recycling.

Cradle to Cradle solution approaches are also considered based on an already implemented project. This goes beyond the circular economy, but is difficult for many SMEs to implement in practice. Therefore, only individual elements are adopted to complete circular economy models.

Concrete applications from all these areas will be examined and evaluated during their implementation in SMEs, especially in rural areas. The best solutions will be summarised in 12 blueprints. For better illustration, concrete application examples, and best practices, are identified and integrated for the respective measures. Particularly contributing to this part will be PP1, 3 and 14 to work up CE solutions, the BSOs (PP5-9) will assess their benefits and application potential for SMEs.

b) It has not yet been worked out what the main obstacles are for rural SMEs, in particular, to become more involved and to adapt CE-models. These requirements will be identified. For this purpose, companies from all Baltic Sea countries will be asked what the most significant challenges are when introducing CE in their own company. This part is the only analytical part of the project, but is essential for the targeted and effective implementation and transfer. PP11 and 12 will contribute to the design of the survey, all partners will disseminate the survey and conduct interviews to get at least 250 replies from companies.

2,985 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable

D 1.1

Title of the deliverable

Blueprints of CE solutions for SMEs

35 / 100 characters

Description of the deliverable

Blueprints and report on challenges for rural SMEs. Both results are an essential part of the following activities.

- a) Blueprints from the field of circular economy are compiled, which can be implemented by SMEs relatively easily and as quickly as possible. The goal of the activity is not a high quantity of solutions, but a selection of particularly effective and well-implementable CE solutions that are relevant for a high number of SMEs. The Blueprints are part of the final handbook, which will be developed in GA1.2, and will also be processed in digital form and illustrated by videos (GA1.3) as well as part of the training programs (GA1.4). These outputs are also the basis for the pilot implementations in the SMEs, GA 2.2. According to the current status, it can be assumed that a total 8 - 12 blueprints will be presented.
- b) Based on a multilingual survey, which mainly targets companies in rural areas, a report will be prepared that summarizes the main obstacles to developing suitable measures for them in GA1.2 then. The survey will be distributed to all BSOs in the Baltic Sea Region. Since it reaches out to rural SMEs, translation into the different languages is necessary. This way, at least 250 answers will draw a clear picture of the needs. The insights gained regarding the specific challenges of SMEs to switch from linear to circular economy, especially in rural areas, will also be incorporated when developing the digital tools (GA1.3) and the training program for business support organisations (GA1.4) as well as the strategy program for public administrations (GA3.2).

1,608 / 2,000 characters

Which output does this deliverable contribute to?

O1.2, O1.3,O1.4; D2.2

21 / 100 characters

5.6.6 Timeline

Period: 1 2 3 4 5 6

WP.1: WP1 Preparing solutions

A.1.1: CE Solutions for SMEs

D.1.1: Blueprints of CE solutions for SMEs



5.6.7 This deliverable/output contains productive or infrastructure investment

WP 1 Group of activities 1.2

5.6.1 Group of activities leader

Group of activities leader PP 7 - Panevėžio prekybos, pramonės ir amatų rūmai

A 1.2

5.6.2 Title of the group of activities

Guidelines and Handbook for CE in SMEs

38 / 100 characters

5.6.3 Description of the group of activities

The shift from linear to circular economy means that companies need to rethink the way they use resources and design products. It also means that smaller businesses will have to start thinking about how they can adopt this new system in order to stay competitive. While GA 1.1 focuses mainly on the WHAT (different CE Solutions for SMEs), GA 1.2 is about the WHY and HOW SMEs can realize circular economy in their company. To this end, guidelines will be developed on why the CE solutions are particularly beneficial for SMEs and how they can be implemented.

a) First, it will be described WHY a transition from linear to circular economy is of great importance to SMEs. This will result in a changed behaviour of companies, that are often unaware of the actual business benefits from getting engaged in CE. Entrepreneurs can reap a variety of economic benefits by implementing circular economy methods and practices. These benefits are determined by the strategy used, the degree to which business processes are circular, the environment in which the firm operates, and the organization's place in the value chain, and five basic business benefits of adopting circular economy strategies for SMEs, which serve to illustrate why adopting circular economy strategies and practices is helpful for SMEs.

b) The second part of the Guidelines for SMEs will elaborate HOW circular economy can be effectively implemented in one's own company and offer a corresponding guidance. The report on the hindrances will tackle the most common misconceptions and errors when implementing CE measures. The report on the challenges SMEs face when implementing circular economy will then present corresponding solutions on how to effectively overcome them. These are important components for the effective qualification of SMEs and trainers, GA1.4.

1,838 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable



D 1.2

Title of the deliverable

Handbook CE for SMEs

20 / 100 characters

Description of the deliverable

The first draft of the guidelines should be completed towards the end of Milestone 3, so it can be used for the practical training of SMEs (GA2.1) and the realisation of solutions in companies (GA2.2). The findings will also be used for the interactive digital tool (GA1.3).

Following the testing, the output will be adapted and finalised until Milestone 6 in the form of a handbook after the pilots have been completed (GA 2.3).

The handbook will be available in digital form as well as printed copies. The digital, interactive form will be particularly relevant for SMEs, as it can also be easily presented in different languages. This printed copy will contain about 150 pages in English and will be particularly important for business support organisations, which can use it as a reference book during their consultations, and for policymakers when revising their regional strategies. 100 copies will be printed in the beginning, with the possibility of easily reprinting more via the publisher, should that be necessary. Besides the partnership, printed copies will be transferred to at least 80 additional organisations in the BSR, that have an interest in increasing the CE level of their companies and thus get a step-by-step handbook.

The handbook will be digitalised and interactive part of O 1.3, the findings flow into the training O1.4 and in a printed form relevant to the BSOs to increase their knowledge of O3.1.

1,433 / 2,000 characters

Which output does this deliverable contribute to?

O1.3, O1.4 and O 3.1

20 / 100 characters

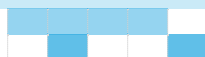
5.6.6 Timeline

Period: 1 2 3 4 5 6

WP.1: WP1 Preparing solutions

A.1.2: Guidelines and Handbook for CE in SMEs

D.1.2: Handbook CE for SMEs



5.6.7 This deliverable/output contains productive or infrastructure investment



WP 1 Group of activities 1.3

5.6.1 Group of activities leader

Group of activities leader

A 1.3

5.6.2 Title of the group of activities

15 / 100 characters

5.6.3 Description of the group of activities

As early as 1970, the Nobel Prize winner for economics George Akerlof pointed out that the introduction of the circular economy is above all an information problem. In this activity, a digital tool will be developed to measure, initiate and support the implementation of CE in SMEs by providing relevant and selected information. The essential goal is information, inspiration and interactive self-assessment and consulting of companies.

Information:

The identified solutions (GA1.1) and guidelines (GA1.2) will be available online and illustrated by videos and pictures. It will also inform regional public authorities about policies that worked and highlight working strategies and announce new ones.

Inspiration:

Part of the digital CE tool for SMEs is also a prepared collection of best practices, picking up the results of A1.1. Experience has shown that companies are more willing to make changes when they see that other companies have already done so successfully. PP14, will identify digitally usable best practices and prepare them for the digital tool.

Interactive solutions:

Thus, an assessment procedure for SMEs will be developed, which measures the current state of CE in the company. For this purpose, the expertise of PP 11 is used, which has methodological expertise in the development of assessment procedures and content expertise in the current state of CE for SMEs. Overarching areas are defined in which the CE readiness of companies is measured. For this purpose, area-specific interactive questionnaires will be developed to identify CE potentials for companies in as much detail as possible. In this way, companies can check to what extent they already act in a circular way and for which areas CE recommendations for action are interesting. At the end of the interactive part, companies will get concrete proposals for possible CE-Solutions that fit their needs and guidance on how to realise these. In a further step, the guidelines for companies developed in A1.2 will be prepared for the digital use of the CE tool and implemented in the same, supplemented by further recommendations for action. PP 2 will lead this activity with support from all project partners. Some companies will be able to implement CE solutions themselves with the help of this interactive tour. Others will at least understand this part as motivation and, with the analysis they will be able to implement measures thanks to the support of consultants (GA2.2 and GA3.1).

The digital tool continues to be particularly important for GA1.4, as it can be used as a component of the counselling programs and it will be used by BSOs later in the testing of these programs by a variety of companies and BSO personnel. The experience gained from this testing is incorporated into the ongoing improvement and additions to the tool.

2,839 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable

O 1.3

Title of the output

24 / 100 characters

Description of the output

The digital CE tool, which is designed as a one-stop solution for SMEs, shows companies what potential CE brings with it, how companies can activate this potential and how concrete solutions can be created for companies. The tool will be usable on a website as well as mobile devices. Business support organizations can use the digital tool, especially for the training of companies and awareness-raising in the context of information events.

The solution approach of the tool consists of the following contents:

- 1) Assessment tool for SMEs: The development of the digital tool includes a CE assessment tool for SMEs, which covers at least the areas of waste management, water, energy, transport and land use. Through different area-related questionnaires, the CE status-quo of the company is determined and consequently, special CE potentials are identified.
- 2) Individual recommendations for action and guidelines: The tool offers the user recommendations for action and guidelines for the realisation of CE in SMEs in an appealing form.
- 3) Implementation examples: Part of the tool is further a collection of successful implementation examples of CE realizations of SMEs from the Baltic Sea region. These are important for inspiration and convincing of the economic and environmental value of these measures.

The digital CE tool consists of experiences and examples from all represented partner countries, also the recommendations for action and guidelines will be tested in the regions and countries after the completion of WP2. Companies and business support organisations thus benefit directly from the expertise and experiences of the other partner countries.

The platform will be working by end of Milestone 4 at latest, so it can be used for the following activities and already gain momentum during the testings and trainings, but finalised with the lessons learned from the pilots by Milestone 6.

1,917 / 3,000 characters

Target groups and uptake of the solution presented in this output

Target groups	How will this target group apply the output in its daily work?
<p>Target group 1</p> <p>Small and medium enterprise</p> <p>The project aims to bring real change to thousands of SMEs in the BSR. Measures to strengthen the circular economy are deliberately not limited to one sector in order to assure a broad reach. Chambers of Crafts, Commerce, and Industry will train their member companies in many areas, from manufacturing crafts to services. All countries from the Baltic Sea region are covered. Most regions are also reached, as e.g., the BSO partners from Latvia and Estonia are the national central chambers.</p>	<p>SMEs can use all components of the digital CE tool in their daily work. The assessment tool is designed to allow companies to update their CE status and measure the success of the transformation. Companies can also refer to the guidelines, recommended actions, and best practices on a regular basis to get more needed information and inspiration during the company's process towards CE.</p> <p>387 / 1,000 characters</p>
<p>Target group 2</p> <p>Business support organisation</p> <p>BSOs from Estonia, Latvia, Lithuania and Poland, the countries with the greatest need to catch up, are directly involved in the project as partners. Via the lead partner, another additional 40 chambers of commerce and BSOs are involved as transfer recipients. This covers all sectors and all BSR countries.</p>	<p>The digital CE tool is very valuable for BSOs that are in the process of working with companies on CE transformation. BSOs that offer e.g. consulting/training on this topic can use the digital CE tool to increase the quality of their consulting/training.</p> <p>255 / 1,000 characters</p>
<p>Target group 3</p> <p>Regional public authority</p> <p>Regional public authorities from all BSR countries are addressed, especially from countries with the highest demand, such as EE, LT, LV, and PL. Some are project partners, such as Lithuania. In addition, partners such as the Ministry of Environment of Latvia have very close contact with all regional authorities. The same applies to the chambers, which, as the voice of the economy, are in very close contact with the regional authorities.</p>	<p>Regional public authorities can use the platform to get information of relevant CE solutions and transfer it to their regional development agencies, that can use it when advising companies. They can also use it to get information about other regional policies or inform companies in their region about new incentives.</p> <p>319 / 1,000 characters</p>

Durability of the output

The added value of the new portal will be extensively promoted by the partners as part of the dissemination work and a transfer to other stakeholders in the Baltic Sea region will be realised.

The platform will be maintained and further expanded for at least 3 years after the end of the project. For this purpose, a corresponding agreement will be made with a consortium of partners. The results of the tests of the individual counselling programs will also flow into the ongoing improvement so that it will be possible to supplement them with specific project experience.

574 / 1,000 characters

5.6.6 Timeline

Period: 1 2 3 4 5 6

WP.1: WP1 Preparing solutions

A.1.3: Digital CE Tool

O.1.3: Digital CE tool for SMEs



5.6.7 This deliverable/output contains productive or infrastructure investment



WP 1 Group of activities 1.4

5.6.1 Group of activities leader

Group of activities leader PP 12 - VIA University College

A 1.4

5.6.2 Title of the group of activities

Counseling Programs

19 / 100 characters

5.6.3 Description of the group of activities

In order to permanently empower SMEs to apply CE solutions, 2 training courses will be developed. One targets SMEs, one BSOs.

a) The first training program aims at SMEs and future entrepreneurs and will be piloted in GA2.1. The first part of this program will highlight the business benefits of implementing CE techniques for SMEs in order to stimulate the enterprises. The most important enabler is the organizational culture of employees and managers. The majority of SMEs believes that the mindset and commitment of their employees is critical to easing the shift to a CE model. Adopting circular economy ideas is relatively straightforward for freshly founded start-up enterprises because their corporate culture develops from the ground up, which can be easier than changing procedures in existing firms. Existing SMEs may require additional inspiration, so the benefits will be clearly pointed out and communicated in a pedagogically catchy way.

The second part of the training will focus on what measures exist and how companies can identify the right approach for their own business. In particular, rural SMEs face specific challenges that will be tackled. For example, it is much harder for them to close the circle since there often will be a lack of potential cooperation partners in the same area. The small size means that they face unique tests on the path to closing loops and improving resource efficiency.

The training is geared towards the needs of SMEs. These are currently very busy in their day-to-day business and - despite all the necessity - only take limited time for further training. In surveys, entrepreneurs always emphasise that they want short but concise further training courses and by no means those that take several weeks away from the day-to-day business.

Therefore, the training is worked through in modules with phases of WBL, so that it does not necessarily have to be carried out directly on one or more days in a row, but for example on several separate evenings in a row and in the company. Online learning elements will also be integrated via the digital platform that is being developed under GA1.3.

b) The second training program qualifies staff of BSOs for CE in SMEs and thus builds their capacities sustainably. Implementation takes place within the framework of the transfer (GA 3.1). This training will be based on the so-called KAIN method, which was successfully developed in the SnowMan project of the last funding period for business support organisations, but it will be adapted for CE. According to the KAIN method, trainings are particularly sustainable when theory is combined with practice. The programme thus starts off with a teaching unit. The knowledge acquired is then tested in cooperation with companies and reflected on and deepened in a second teaching unit. This is particularly beneficial in transnational teams and ensures a high level of mutual exchange since participants learn from each other's experiences.

2,995 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable



O 1.4

Title of the output

Two counselling programs

24 / 100 characters

Description of the output

Output are two curricula for training programs. Each training programme includes comprehensive curricula and teaching material, so that other stakeholders can easily use it in the BSR that want to either train their companies or first qualify their staff.

- a) The first is aimed at SMEs and will be tested and adapted in practice (GA 2.1, 2.3).
- b) The second training program is aimed at employees in business support organisations or regional development agencies, who will be trained to support SMEs in the transition from a linear to a circular economy. This training is conducted at least twice as part of the permanent capacity building (GA 3.1)

Both training programs will be tested, evaluated and finalised.

717 / 3,000 characters

Target groups and uptake of the solution presented in this output

Target groups	How will this target group apply the output in its daily work?
<p>Target group 1</p> <p>Small and medium enterprise</p> <p>The project aims to bring real change to thousands of SMEs in the BSR. Measures to strengthen the circular economy are deliberately not limited to one sector in order to assure a broad reach. Chambers of Crafts, Commerce, and Industry will train their member companies in many areas, from manufacturing crafts to services. All countries from the Baltic Sea region are covered. Most regions are also reached, as e.g., the BSO partners from Latvia and Estonia are the national central chambers.</p>	<p>The first training is aimed directly at small and medium-sized enterprises. It enables them to learn about different solutions for the transition from linear to circular economy. The training also provides them with concrete instructions on how to make this possible in their company. Participants will be encouraged of implementing at least one CE measure already during the duration of the course. In addition to the SMEs participating directly in the pilots, a large number of companies will be reached through the transfer and additional courses in other regions.</p>
<p>Target group 2</p> <p>Business support organisation</p> <p>BSOs from Estonia, Latvia, Lithuania and Poland, the countries with the greatest need to catch up, are directly involved in the project as partners. Via the lead partner, another additional 40 chambers of commerce and BSOs are involved as transfer recipients. This covers all sectors and all BSR countries.</p>	<p>Business support organizations are the permanent contacts for small and medium-sized enterprises, especially in rural areas. To date, they have provided advice in particular on setting up companies, transferring businesses, exporting and legal issues. Through the training program, employees are permanently trained to effectively advise the member companies in the field of recycling management. This can lead to long-term change over a period of years.</p>

568 / 1,000 characters

455 / 1,000 characters

Durability of the output

The trainings are prepared in such a way that they can be easily transferred to other business support organisations. In order to inform them about this, a comprehensive dissemination work is carried out within the framework of GO3.3. The complete materials will be published on the digital platform GA.1.3.

The directly involved BSO, PP 5- 9 will carry out the training for SMEs permanently for their member companies according to their needs.

The training institutions PP 11 and 12 will also offer the training for BSOs to those who are not project partners and thus disseminate it in the Baltic Sea region.

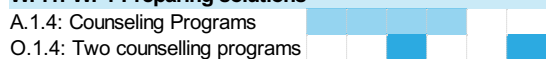
PP1 will recommend the training to its 80 member associations, which can then also carry it out in other regions.

729 / 1,000 characters

5.6.6 Timeline

Period: 1 2 3 4 5 6

WP.1: WP1 Preparing solutions



5.6.7 This deliverable/output contains productive or infrastructure investment



Work package 2

5.1 WP2 Piloting and evaluating solutions

5.2 Aim of the work package

The aim of this work package is to pilot, evaluate and adjust solutions. Plan one or several pilots to validate the usefulness of the solutions prepared in Work Package 1. Start Work Package 2 early enough to have time to pilot, evaluate and adjust solutions, together with your target groups. By the end of this work package implementation the solutions should be ready to be transferred to your target groups in Work Package 3. The piloted and adjusted solution should be presented in one project output. Organise your activities in up to five groups of activities. Describe the deliverables and outputs as well as present the timeline.

5.3 Work package leader

Work package leader 1 PP 6 - Estonian Chamber of Commerce and Industry

Work package leader 2 PP 5 - Latvian Chamber of Commerce and Industry

5.4 Work package budget

Work package budget 25%

5.4.1 Number of pilots

Number of pilots 55

5.5 Target groups

	Target group	How do you plan to reach out to and engage the target group?
1	<p>Small and medium enterprise</p> <p>The project aims to bring real change to thousands of SMEs in the BSR. Measures to strengthen the circular economy are deliberately not limited to one sector in order to assure a broad reach. Chambers of Crafts, Commerce, and Industry will train their member companies in many areas, from manufacturing crafts to services. All countries from the Baltic Sea region are covered. Most regions are also reached, as e.g., the BSO partners from Latvia and Estonia are the national central chambers.</p> <p>493 / 500 characters</p>	<p>The companies and entrepreneurs are practical beneficiaries of the work package. At least 60 companies will participate in trainings in Estonia, Latvia, Lithuania, Poland and Sweden. In addition, at least 50 concrete solutions for SMEs will be implemented throughout the Baltic Sea region, i.e. the companies will receive coaching and advice and will be directly involved in the measures.</p> <p>388 / 1,000 characters</p>
2	<p>Business support organisation</p> <p>BSOs from Estonia, Latvia, Lithuania and Poland, the countries with the greatest need to catch up, are directly involved in the project as partners. Via the lead partner, another additional 40 chambers of commerce and BSOs are involved as transfer recipients. This covers all sectors and all BSR countries.</p> <p>306 / 500 characters</p>	<p>BSOs will be heavily involved. After all, they prepare the GA2.1 training, organize lecturers - also from other project partners -, invite the companies and provide the overall framework.</p> <p>GA2.1 is the main task of the BSOs, which should take place permanently during the project, but especially afterwards: Coaching and advising companies, implementing concrete solutions on the way from a linear to a circular economy.</p> <p>420 / 1,000 characters</p>
3	<p>Regional public authority</p> <p>Regional public authorities from all BSR countries are addressed, especially from countries with the highest demand, such as EE, LT, LV, and PL. Some are project partners, such as Lithuania. In addition, partners such as the Ministry of Environment of Latvia have very close contact with all regional authorities. The same applies to the chambers, which, as the voice of the economy, are in very close contact with the regional authorities.</p> <p>441 / 500 characters</p>	<p>Regional public authorities will be invited to join trainings for SMEs, present their regional policies for CE and thus directly connect with companies. They can also support the direct implementation of CE solutions by clarifying any questions that might arise in connection with the regional administrations.</p> <p>Furthermore, the partnership structure is designed in a way that includes BSOs and NGOs that are regularly used as political advisors for local, regional and even national public authorities. The BSOs, especially the chambers, will inform public authorities in their role as political advisors constantly about this solution, its impact and further support necessary to ensure maximum success.</p> <p>705 / 1,000 characters</p>

5.6 Activities, deliverables, outputs and timeline

No.	Name
2.1	Training SMEs for CE
2.2	Implementing CE in SMEs
2.3	Evaluation, adaptation and finalisation

WP 2 Group of activities 2.1

5.6.1 Group of activities leader

Group of activities leader PP 8 - Lower Silesian Chamber

A 2.1

5.6.2 Title of the group of activities

Training SMEs for CE

20 / 100 characters

5.6.3 Description of the group of activities

This is a practical test of the training for companies developed under GA 1.4. The trainings are carried out jointly by different partners in transnational teams. The partners of the training institutions, who have created the curricula, implement them together with the business support organisations. These institutions like the Chambers of commerce or craft are not just about trade. They also provide training for SMEs. This is the most promising angle to widely implement CE in SMEs.

SMEs need to develop openness to this new innovative business model, realise its advantages and learn about the steps. In this respect, a survey of European enterprises done a few years ago revealed that the majority of firms had either never heard of or did not comprehend the term "circular economy". On the plus side, when participants were given a shorter definition of circular economy, covering characteristics such as garbage re-use and recovery, the majority indicated that they were already involved in some form of recycling and repairing.

With this training, SME will realise that CE kills two birds with one stone. On the one hand, they protect the environment and make a significant contribution. On the other hand, they can thereby retain and win customers, sometimes while realising economic gains simultaneously. After all, customers are increasingly environmentally conscious these days and CSR activities like circular economy are highly relevant to customers. The CE training program does not target a single SME industry, but instead applies to all types of businesses across regions and sectors.

The training will be designed to be a cross-sectoral training program that can be adapted by the trainers according to the group composition, e.g. by the selection of relevant best practice examples. This is important, as many SME support organisations are not sectoral specific, but serve a variety of SMEs in their regions. Businesses that rely on materials to manufacture items or products that are distributed via a supply chain will have the largest benefits in training. However, all appropriate companies that wish to be more efficient and to profit from CE can participate in the training for free. The training is intended for micro, mid, and medium-sized businesses who want to enhance their environmental performance while also exploring new economic opportunities. It presents the skills and expertise needed to facilitate this change in the corporate community. The training also provides an opportunity to gain a competitive advantage, identify new market prospects, improve customer and business connections, and engage in peer-to-peer networking.

The target group for this training are SMEs as well as start-ups and entrepreneurs, that want to learn more about the benefits of the circular economy and how to realize these in their companies. The training will be conducted by PP 5-9 with companies, other partners will contribute with lecturers.

2,978 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable

D 2.1

Title of the deliverable

5 Realised Trainings with at least 60 companies

47 / 100 characters

Description of the deliverable

The solution CE Training for SMEs will be tested at least four times, while in each training 10 – 15 future entrepreneurs or companies. The trainings will take place in Estonia, Latvia, Lithuania and Poland for SMEs and in Sweden for future entrepreneurs. There will be an implementation report of every training, that will be evaluated in GA 2.3.

The training program will be jointly tested by partner institutions from different countries, bringing together transnational value by letting national particularities influence the design and contents. This results in a more diverse approach, joints forces of institutions from different countries and provides companies and entrepreneurs with the best possible CE training program.

Participating partner organizations are expected to keep this training program up and running after the project's implementation. The extensive piloting and the practical implementation of CE measures in participating companies results in an output with a high transfer potential.

Having been developed in GA1.4, piloted in this activity and then adapted as part of the comprehensive evaluation in GA2.3, the training for SMEs can be finalized.

1,184 / 2,000 characters

Which output does this deliverable contribute to?

O1.4

4 / 100 characters

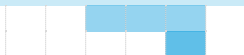
5.6.6 Timeline

Period: 1 2 3 4 5 6

WP.2: WP2 Piloting and evaluating solutions

A.2.1: Training SMEs for CE

D.2.1: 5 Realised Trainings with at least 60 companies



5.6.7 This deliverable/output contains productive or infrastructure investment

WP 2 Group of activities 2.2

5.6.1 Group of activities leader

Group of activities leader

A 2.2

5.6.2 Title of the group of activities

23 / 100 characters

5.6.3 Description of the group of activities

In the course of the project, concrete implementations for the circular economy are to be carried out together in companies and with starting entrepreneurs. The business support organizations support and coach the companies in their region. The specific CE solutions cannot be defined in advance, because participating companies will be acquired during the project's implementation, but should be those that best serve the companies concerned in their respective sectors. It is part of the trained and consulting experts in the partner institutions to determine these measures. These can be the Circular Input Models, Circular Use Models, Circular Output Models or, optimally, a combination of the different models and solutions described in GA 1.1. Companies are expected to develop these solutions by using the in GA 1.2 and GA 1.3 developed tools.

The business support organizations will follow these steps to reach the 50 CE solutions:

1. Informing companies in their sphere of influence about CE approaches, possibilities and potentials
2. To identify suitable companies for model solutions of CE in the BSR
3. Joint development of solutions by experts of BSOs and company representatives
4. Implementation of pilot CE measures in the companies with a measurable effect on the company's CE performance
5. Documentation of the measure for publication on the project website

Input data will be collected through the direct contact of the participating institutions with the involved companies. Strengthening the bonds between private companies and public authorities, with BSOs as supportive middlemen. This results in qualitative and innovative cross-sectoral CE solutions, with the objective to also inform public authorities about them, the underlying processes and need for further public support or encouragement.

The partnership will agree jointly on the specific conduction of this task by taking into account national particularities and ensuring similar approaches to reach comparability. During the conduction, the partners will maintain close contact to share experiences, help each other out and to learn from each other successes.

2,155 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable

D 2.2

Title of the deliverable

31 / 100 characters

Description of the deliverable

At least 50 pilot CE measures in SMEs. Each measure is documented, so that minimum 50 documentation reports will be available.

From experience, it is a big challenge to convince companies and entrepreneurs to implement changes and to do things differently as before. The best, within this project, realized CE measures will be displayed prominently on the project's website. This is important for BSOs in the process of recruiting companies for future trainings. The collection of successfully implemented CE measures serves for companies, interested in participating in future CE training programs, as motivation and inspiration.

The output is also of big value for potential transfer partners. These examples show that the training produces results in the participating companies. Meaning that the training was successful, and the training program is of good quality. This helps attract potential transfer partners and helps tremendously in convincing them in implementing this training program at their institution too. Even though all materials will be openly accessible and for free, the implementation at transfer partners institutions comes with a cost (e.g. training costs for personnel, preparation costs, preliminary work). Only when transfer partners see that it is worth bearing these costs, they will implement the program.

These 50 pilot measures of course already are an output and solution, since the overall goal of getting more SMEs to realise CE will be reached. In the bigger picture of this project, it is, however, a test of the Blueprints developed in GA1.2 and crucial for the success of reaching thousands of SMEs in the BSR.

1,660 / 2,000 characters

Which output does this deliverable contribute to?

4 / 100 characters

5.6.6 Timeline

Period: 1 2 3 4 5 6

WP.2: WP2 Piloting and evaluating solutions

A.2.2: Implementing CE in SMEs

D.2.2: 50 realised CE measures in SMEs

5.6.7 This deliverable/output contains productive or infrastructure investment



WP 2 Group of activities 2.3

5.6.1 Group of activities leader

Group of activities leader

A 2.3

5.6.2 Title of the group of activities

41 / 100 characters

5.6.3 Description of the group of activities

Both pilot actions, GA 2.1 the training for SMEs and entrepreneurs as well as the implementation of GA 2.2 CE measures in companies will be evaluated. The partners realising the training and CE coaching will contribute to this activity, but the evaluation part will mainly be done by PP 11 with support of PP 12.

The evaluation will consist of a set of actions to ensure the best possible transferable output:

- 1) Development of an evaluation concept.
- 2) Development of a questionnaire for:
 - a. Participating companies
 - b. Participating trainers
 - c. Participating institutions
- 3) Development of semi-structured interview guidelines for in-depth personal interviews.
- 4) Survey of the participating companies, trainers and institutions.
- 5) Individual interviews with relevant stakeholders
- 6) Analysis of the training and measure reports.
- 7) Analysis of the results of the questionnaires for companies, trainers and institutions.
- 8) Analysis of the individual interviews.
- 9) Creation of an extensive evaluation report.
- 10) Revision and adaptation of the training programs and its contents.

After the tests are completed, the implementing partners will meet for a separate workshop to share their experiences. In particular, they will analyse what experience the companies had with the training, what challenges there were in implementing the CE solutions, and to what extent the guidelines (GA 1.2) and the digital tool (GA 1.3) can still be improved through practical experience.

1,480 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable

D 2.3

Title of the deliverable

Evaluated pilots, adapted and finalised outputs 1.2-1.4

55 / 100 characters

Description of the deliverable

As a deliverable, a comprehensive evaluation report will be produced in order to summarise the lessons learned from the pilot action that were carried to test O 1.2, O1.3 and O.1.4.

Specifically, it details how the deliverable designed in GA 1.1 – 1.4 were put to use in a real-world situation. The report analyzes the strengths and limitations of the tested deliverable and suggests improvements that can be made to the solution in order to improve its overall usability by the defined target groups.

The evaluation report serves as a starting point for a comprehensive revision of the solutions developed in WP1. The solutions will be further improved to ensure the highest quality and transferability.

PP1 and PP 14 will use the results of the evaluation to adapt and finalise the O1.2, O1.3 and O1.4.

812 / 2,000 characters

Which output does this deliverable contribute to?

O1.2, O1.3 and O1.4

19 / 100 characters

5.6.6 Timeline

Period: 1 2 3 4 5 6

WP.2: WP2 Piloting and evaluating solutions

A.2.3: Evaluation, adaptation and finalisation

D.2.3: Evaluated pilots, adapted and finalised outputs 1.2-1.4



5.6.7 This deliverable/output contains productive or infrastructure investment

Work package 3

5.1 WP3 Transferring solutions

5.2 Aim of the work package

In Work Package 3, communicate and transfer the ready solutions to your target groups. Plan at least one year for this work package to transfer your solutions to the target groups, considering their respective needs. Select suitable activities to encourage your target groups to use the solutions in their daily work. Organise your activities in up to five groups of activities. Describe the deliverables and outputs as well as present the timeline.

5.3 Work package leader

Work package leader 1 PP 1 - Hanse-Parlament

Work package leader 2 PP 4 - Ministry of Environmental Protection and Regional Development of the Republic of Latvia

5.4 Work package budget

Work package budget 25%

5.5 Target groups

	Target group	How do you plan to reach out to and engage the target group?
1	<p>Small and medium enterprise</p> <p>The project aims to bring real change to thousands of SMEs in the BSR. Measures to strengthen the circular economy are deliberately not limited to one sector in order to assure a broad reach. Chambers of Crafts, Commerce, and Industry will train their member companies in many areas, from manufacturing crafts to services. All countries from the Baltic Sea region are covered. Most regions are also reached, as e.g., the BSO partners from Latvia and Estonia are the national central chambers.</p> <p style="text-align: right;">493 / 500 characters</p>	<p>The companies and entrepreneurs do have a strong benefit in this work package, as it is exactly about realizing the capacities at the business support organizations for their long-term consulting. Also, the developed regional strategies are developed to promote the implementation of the circular economy. However, unlike in WP 1 and WP 2, the SMEs are only indirectly involved here and their concerns are brought in via the participating INterest representations. However, SMEs will benefit from the comprehensive public relations work, as they will be motivated to question their company and, if necessary, to change from a linear to a circular economy.</p> <p style="text-align: right;">657 / 1,000 characters</p>
2	<p>Business support organisation</p> <p>BSOs from Estonia, Latvia, Lithuania and Poland, the countries with the greatest need to catch up, are directly involved in the project as partners. Via the lead partner, another additional 40 chambers of commerce and BSOs are involved as transfer recipients. This covers all sectors and all BSR countries.</p> <p style="text-align: right;">306 / 500 characters</p>	<p>The business support organizations are strongly involved in all three activities of the work package. Within the framework of GA 3.1, the staff of the institutions will be trained to coach SMEs in the CE area in the future. Business plans are adopted on how to realize this in the long term. Within the framework of the cooperation with the regional stakeholders, the cooperation between the regional public authorities and the BSOs will be defined in the long term (GA3.2). Through the transfer, at least another 40 BSOs will be involved and receive valuable support to advise SMEs in their regions in the CE area.</p> <p style="text-align: right;">615 / 1,000 characters</p>
3	<p>Regional public authority</p> <p>Regional public authorities from all BSR countries are addressed, especially from countries with the highest demand, such as EE, LT, LV, and PL. Some are project partners, such as Lithuania. In addition, partners such as the Ministry of Environment of Latvia have very close contact with all regional authorities. The same applies to the chambers, which, as the voice of the economy, are in very close contact with the regional authorities.</p> <p style="text-align: right;">441 / 500 characters</p>	<p>Regional public authorities are very actively involved, particularly in GA 3.2 and GA 3.3. The public partners PP 1,3,4,10 and 14 jointly develop regional strategies for long-term and sustainable promotion of the circular economy in regional and spatial SMEs.</p> <p>In the context of public relations, regional stakeholders actively participate through contributions. at the conferences.</p> <p style="text-align: right;">383 / 1,000 characters</p>

5.6 Activities, deliverables, outputs and timeline

No.	Name
3.1	Capacity Building
3.2	Regional strategies for CE in SMEs
3.3	Dissemination and transfer to stakeholders

WP 3 Group of activities 3.1

5.6.1 Group of activities leader

Group of activities leader

A 3.1

5.6.2 Title of the group of activities

16 / 100 characters

5.6.3 Description of the group of activities

SMEs account for 98 percent of the BSRs economic fabric. As a result, they hold the key to how change will manifest. Facilitating the incorporation of new business models, providing more funding, tailored guidance, and opportunities for collaboration within and across borders, as well as reducing red tape, will ensure that SMEs reap the benefits of the Circular Economy and that no one is left behind in the transition.

The project partners are among the largest business support organisations in the respective regions and reach the SMEs. Thanks to their wide regional networks that bridges the gap between national, regional, and local governments and the private sector they play a crucial role in initiating changes in behaviours in companies. But BSOs need the right tools and the capacities to make the change happen.

The objective of the project is to permanently increase the share of circular economy in SMEs in the Baltic Sea Region. This is a process that will continue for years, far beyond the end of the project, supported by the developed network and the project's solutions. Therefore, it is necessary that the business support organisations are a permanent contact points for companies that are interested in implementing circular economy in their own business. This requires two parts :

a) Qualified personnel

First it is necessary, that the employees in the business support organisations have the CE knowledge required. For this purpose, a training programme is developed in GA1.4 (b). This training programme is now being implemented. Employees of the partner organisations as well as interested third parties can participate. For example, other business support organisations, regional development agencies, business networks etc. The overall goal is to qualify future coaches that will ease the CE process with their local and regional companies.

b) Business plan for CE

A second necessary step is for the business support organisations to establish themselves permanently as a centre for advice on the topic of the circular economy for companies. For this, it is necessary to develop and initiate a corresponding business plan and create regional networks that have access to transnational support of the partnership. This must correspond to the respective circumstances of the organisations. It must be emphasised how the cooperation with other stakeholders on site looks like, whether the services are to be offered permanently free of charge for member companies and for a fee for other companies, etc.

2,540 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable



O 3.1

Title of the output

CE Centres for SMEs

19 / 100 characters

Description of the output

The output consists of permanent, institutional capacity of business support institutions to advise SMEs in the field of circular economy. With this, other BSOs in the BSR can easily benefit from the developed solutions of this project, engage themselves in capacity building to become a contact point and center of expertise for CE in their respective region.

- a) For this purpose, the training developed in GA1.4 was carried out in order to permanently build up the personnel competencies
- b) In addition, at least 6 business plans have been individually agreed with PP2 and PP 5- 9 on how to offer the consulting services permanently to the member companies and future companies within their business support organization.

Both the training of employees and the business plans are completed by the last milestone in order to achieve a high level of sustainability of the measures developed.

896 / 3,000 characters

Target groups and uptake of the solution presented in this output

Target groups	How will this target group apply the output in its daily work?
<p>Target group 1</p> <p>Business support organisation</p> <p>BSOs from Estonia, Latvia, Lithuania and Poland, the countries with the greatest need to catch up, are directly involved in the project as partners. Via the lead partner, another additional 40 chambers of commerce and BSOs are involved as transfer recipients. This covers all sectors and all BSR countries.</p>	<p>This measure is aimed specifically at BSOs and is a core element of the project. It aims to ensure that the organizations involved provide advice to their member companies not only during the project period, but especially afterwards over the next few years. The topic represents a growing demand for consulting, and BSOs must serve this market. They must be empowered to do so.</p> <p>Directly involved are project partners P5-9, P14, which have also tested pilot measures. Through PP 1, additional BSOs from the Baltic Sea region will be reached to participate in training and build their capacity as well.</p>

604 / 1,000 characters

Durability of the output

The output in itself should ensure the sustainability of the overall project approach. By permanently strengthening personnel capacities, the relevant institutions have the opportunity to advise companies in the long term. The business plans should guarantee how this can be ensured over the years.

299 / 1,000 characters

5.6.6 Timeline

	Period: 1	2	3	4	5	6
WP.3: WP3 Transferring solutions						
A.3.1: Capacity Building						
O.3.1: CE Centres for SMEs						

5.6.7 This deliverable/output contains productive or infrastructure investment



WP 3 Group of activities 3.2

5.6.1 Group of activities leader

Group of activities leader

A 3.2

5.6.2 Title of the group of activities

34 / 100 characters

5.6.3 Description of the group of activities

The lack of government support and encouragement (through financing opportunities, training, effective taxation policy, import duties, and so on) is commonly acknowledged as a significant impediment to the adoption of environmental initiatives.

Simultaneously, the lack of a strict statutory framework frequently influences SMEs' perception of the requirement of incorporating green solutions into their operations.

This is underlined by the fact that regulators and local governments have a greater influence on small businesses than on larger corporations when it comes to improving their environmental performance.

The special needs and aspirations of rural SMEs are frequently overlooked. Regional economic development is still too focused on promoting jobs in so-called basic areas, which should then automatically lead to jobs in follow-up areas, and on giving special support to companies that have strong economic ties outside the region. Priority must be given to strengthening regional economic cycles. This includes, for example, the systematic development of extended value chains, and the targeted use of public funds so that capital and resources circulate as long and intensively as possible in the region. With the place-based project approach, local developments are advanced and the diversity and independence of rural areas are taken into account. Especially in rural regions, circular economies are very little spread. In line with the European Territorial Agenda 2030, the project will exploit potential and strengthen regional innovation capacities by developing and implementing local and regional strategies.

Through the pursued bottom-up approach, region-specific endogenous potentials and smart specialization will be developed, regional economic cycles will be promoted and powerful knowledge and implementation partnerships will be established. With a focus on the comprehensive realization of circular economies in SMEs, the Green Deals of the EU are fully complied with. Cooperation between the different regions of a country is strongly encouraged, as is international cooperation. As countries with very different levels of development in the circular economy are involved in the project, innovation transfers, exchange of information and experience and learning from each other are promoted in a sustainable manner.

Bringing a complex process to the point: PP 1,3,4,10 and 14 will review existing regional strategies, discuss and co-create what the demands for regional policies in the field of CE promotion are and develop corresponding new strategies. These strategies will be influenced by the experiences in this project and will have the power to convince other regional authorities to go similar ways with their regional BSOs to promote CE in SMEs.

2,794 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable



O 3.2

Title of the output

Regional strategy plans for CE in SMEs

38 / 100 characters

Description of the output

The output of these activities is to develop and to publish new and adapted regional strategies for at least four particularly affected countries, Estonia, Latvia, Lithuania and Poland.

The strategies will be in line with the Paris Agreement and its 2050 long-term strategies and the European Green Deal. They will present concrete courses of action at the regional level and how these can be implemented to accompany more small and medium-sized enterprises in the region to the circular economy. The significance of a quadruple-helix approach in the regional strategy will be included. The quadruple-helix (QRH) model broadens the industry-government-academia nexus by emphasizing people's active roles as not only ultimate customers and innovation users, but also as an essential component of the innovation system (e.g., in the case of social innovation). As a result, such an approach recognizes the role of civil society and individuals to the innovation cycle. Including civil society and citizens in the equation leads to more inventions that go beyond science and technology.

Each strategy will include recommendations for relevant stakeholders for a QRH network in the respective region.

These strategies should describe the background but also give very concrete recommendations for action, which are based on the experiences of the pilots and adapted to the respective regional possibilities.

For many regional authorities, this output can be an excellent starting point of implementing CE measures in their region. As the strategies are developed by public partners in accordance with the input from BSOs from the target regions it is possible to reach a holistic and complete setting in which other regional authorities can make direct use of the within this project developed solutions. This increases the attractiveness of the developed strategies by far, because they are not just empty words or academic write-ups, but specialized strategies that are delivered with the right tools to implement and with proven success stories. This extensive scope makes the strategies unique in its content and methodology and increases the chances for a BSR wide adaptation by far.

2,199 / 3,000 characters

Target groups and uptake of the solution presented in this output

Target groups	How will this target group apply the output in its daily work?
<p>Target group 1</p> <p>Regional public authority</p> <p>Regional public authorities from all BSR countries are addressed, especially from countries with the highest demand, such as EE, LT, LV, and PL. Some are project partners, such as Lithuania. In addition, partners such as the Ministry of Environment of Latvia have very close contact with all regional authorities. The same applies to the chambers, which, as the voice of the economy, are in very close contact with the regional authorities.</p>	<p>This measure is aimed in particular at the regional public authorities, which are the local contacts for SMEs. Regional strategies are of great importance, especially in rural areas.</p>

183 / 1,000 characters

Durability of the output

The regional strategies will be coordinated with each other, published on the digital platform (GA1.3) and presented at the final conference in order to achieve a high impact and sustainability.

195 / 1,000 characters

5.6.6 Timeline

WP.3: WP3 Transferring solutions	Period: 1 2 3 4 5 6					
A.3.2: Regional strategies for CE in SMEs						
O.3.2: Regional strategy plans for CE in SMEs						

5.6.7 This deliverable/output contains productive or infrastructure investment



WP 3 Group of activities 3.3

5.6.1 Group of activities leader

Group of activities leader

A 3.3

5.6.2 Title of the group of activities

43 / 100 characters

5.6.3 Description of the group of activities

Since it is particularly important to raise awareness of the benefits of the circular economy for businesses and entrepreneurs, the entire project will conduct extensive public relations work and realize a massive transfer to stakeholders.

a) Dissemination:

A comprehensive dissemination plan will be created at the very beginning of the project. The plan will include the following:

- The target audience for the project and how to reach it
- Agreement about the form of dissemination measures
- Branding of the project and secure durability of the brand
- Number of events, publications, websites, newsletters, creation of videos etc.
- Tasks of each project partner
- The timeline for all communication activities

During the project period, the consistent implementation of the adopted measures will be monitored and promoted by the LP's Communication Officer in cooperation with each partner.

The project will be closed by reviewing all relevant documentation of public interest from the work packages to ensure that it is completed and ready for dissemination in accordance with the project criteria. The final review will ensure the quality of all materials for distribution to additional stakeholders and realise a wide transfer.

All outputs will be provided during the closing conference and posted on the project website and distributed to all partners and networks for their personal use.

b) Transfer:

The described solutions, that are developed in WP 1, are based on the principles of replication and transfer of knowledge and experience. Extensive transfer activities take place in order to reach SMEs in other regions via the existing partner structure and to inspire them for the circular economy. These transfer partners, especially other regional authorities and business support organizations, receive comprehensive guidance and advice on how to use the outputs achieved themselves. A total of more than 80 organisations from the project partners' networks are involved in ongoing activities. For example, they are invited to participate in the training to strengthen their advisory capacities (GA3.1) or to let companies participate in the training created for them (GA2.1) or to conduct training themselves. Besides numerous events such as workshops of the partners, which take place regularly, two larger conferences are held, one in the middle of the project and a second final conference. At the first conference, new partners for the regional networks will be found and interim results will be presented. At the final conference, all outputs will be presented, especially the regional strategies for SME promotion. The transfer activities aim to ensure that the project results are adopted by as many organizations as possible even after the end of the project and are offered by them to their regional SMEs.

2,840 / 3,000 characters

5.6.4 This group of activities leads to the development of a deliverable

O 3.3

Title of the output

20 / 100 characters

Description of the output

The following results are resulting from the group activities 3.3:

a) Dissemination

Extensive public relations. This includes for example

- Website, Social media postings
- Six regular newsletters to be distributed in the BSR
- At least 8 videos about CE solutions on social platforms
- At least 10 articles and press reports
- One academic paper raising interest in CE for SMEs
- Presentation of the project in at least 30 events

b) Transfer

- Concept for the independent use of the achieved outputs by other organizations in the Baltic Sea region.
- Intermediate conference
- Final conference
- Offering implementation advice to interested stakeholders by the LP

668 / 3,000 characters

Target groups and uptake of the solution presented in this output

Target groups	How will this target group apply the output in its daily work?
<p>Target group 1</p> <p>Business support organisation</p> <p>BSOs from Estonia, Latvia, Lithuania and Poland, the countries with the greatest need to catch up, are directly involved in the project as partners. Via the lead partner, another additional 40 chambers of commerce and BSOs are involved as transfer recipients. This covers all sectors and all BSR countries.</p>	<p>Business support organisation will very active in the dissemination activities in their regions. The highest impact usually have local activites, in the local language, so the partners will implement a lot of measures in their regions.</p> <p>Besides the BSO that are project partners, at least 40 additional organisations will participate in the conferences.</p> <p style="text-align: right;">354 / 1,000 characters</p>
<p>Target group 2</p> <p>Regional public authority</p> <p>Regional public authorities from all BSR countries are addressed, especially from countries with the highest demand, such as EE, LT, LV, and PL. Some are project partners, such as Lithuania. In addition, partners such as the Ministry of Environment of Latvia have very close contact with all regional authorities. The same applies to the chambers, which, as the voice of the economy, are in very close contact with the regional authorities.</p>	<p>The participating public authorities will use their communication channels both vertically and horizontally to inform as many other regional stakeholders as possible. At the final conference, the regional partners will present the developed strategies.</p> <p style="text-align: right;">252 / 1,000 characters</p>
<p>Target group 3</p> <p>Small and medium enterprise</p> <p>The project aims to bring real change to thousands of SMEs in the BSR. Measures to strengthen the circular economy are deliberately not limited to one sector in order to assure a broad reach. Chambers of Crafts, Commerce, and Industry will train their member companies in many areas, from manufacturing crafts to services. All countries from the Baltic Sea region are covered. Most regions are also reached, as e.g., the BSO partners from Latvia and Estonia are the national central chambers.</p>	<p>Businesses are the indirect beneficiaries of these activities, which aim to achieve a sustainable change towards a more circular economy in SMEs in the Baltic Sea region.</p> <p>On the one hand, they are addressed directly through the public relations work, and on the other hand, they are addressed indirectly through their respective stakeholders.</p> <p style="text-align: right;">347 / 1,000 characters</p>

Durability of the output

The main objective of these activities, which are ongoing throughout the project, is to ensure high awareness of the measures developed and strong sustainability. In order to ensure that the outputs, blueprints, guidelines, training etc. do not simply end after the closure of the project, it will be ensured how they can be further used by additional organizations.

366 / 1,000 characters

5.6.6 Timeline



5.6.7 This deliverable/output contains productive or infrastructure investment

6. Indicators

Indicators

Output indicators				Result indicators		
Output indicators	Total target value in number	Project outputs	Please explain how the solution presented in this output serves the target group(s).	Result indicator	Total target value in number	Please explain how organisations in the target groups within or outside the partnership will take up or upscale each solution.
RCO 84 – Pilot actions developed jointly and implemented in projects	55	N/A	N/A	RCR 104 - Solutions taken up or up-scaled by organisations	5	<p>Most solutions apply to all 14 project partners and will be used as part of their daily work.</p> <p>All solutions will be transferred to at least 80 more organisation around the BSR</p> <p>.In detail:</p> <p>O 1.3 the digital tool is actively used by all project partners and member associations, at least 100 organizations, in the Baltic Sea Region.</p> <p>O 1.4 The developed and tested training programs are tested with 60 SMEs during the project period, and the second training program is tested with at least 15 representatives of BSOs</p> <p>O3.1 : The new capacities for CE consulting in SMEs will be created and established in at least 5 project partners (PP5-9)</p> <p>O3.2: New regional strategies for development towards circular economy will be adopted in four countries, in Estonia, Latvia, Lithuania and Poland.</p> <p>O3.3 All actions will be transferred to 80 additional stakeholders.</p>
RCO 116 – Jointly developed solutions	5	O.1.3: Digital CE tool for SMEs	<p>SMEs, BSOs and regional stakeholders get access to information, inspiration, interactive self-assessment and step by step guide on how to make the transition into a circular economy.</p> <p>The manual produced under GA1.1 and GA1.2 will be available online and will be a comprehensive reference tool for CE in SMEs.</p> <p>The success stories shared on the platform motivate companies. This can be a decisive first step for companies to encourage them to introduce the circular economy in their own operations. This is especially true for rural SMEs, which are even more dependent on digital information.</p> <p style="text-align: right;">594 / 1,000 characters</p>			
		O.1.4: Two counselling programs	<p>In the first program, at least 60 SMEs will receive training, i.e. know-how regarding the different methods of implementing CE, their benefits and step-by-step instructions.</p> <p>In the second training program, BSOs receive comprehensive information on how to coach member companies in the field.</p> <p style="text-align: right;">292 / 1,000 characters</p>			
		O.3.1: CE Centres for SMEs	<p>The increased capacities at BSOs and regional development agencies will act as a one-stop contact point for SMEs, where they will receive information and implementation advice for CE. During the project period, at least 50 individual CE solutions will be implemented for companies,</p> <p style="text-align: right;">280 / 1,000 characters</p>			

Output indicators	Total target value in number	Project outputs	Please explain how the solution presented in this output serves the target group(s).
		O.3.2: Regional strategy plans for CE in SMEs	<p>Regional authorities will be provided with new and adapted strategies that in fact meet the needs of SMEs and will support further CE Solutions in regional companies.</p> <p>In addition, the regional authorities become part of regional CE networks. This can have a strong impact in the field of circular economy in the very long term.</p> <p style="text-align: right;">329 / 1,000 characters</p>
		O.3.3: Transferred solutions	<p>Due to the comprehensive public relations and dissemination work, SMEs, Regional authorities and BSOs all over the Baltic Sea Region will have raised awareness about the circular economy and how SMEs can implement it.</p> <p>By involving a further 80 transfer partners, who can implement the realized measures in their regions, a widespread and sustainable impact is achieved.</p> <p style="text-align: right;">373 / 1,000 characters</p>

Output indicators		Result indicators		
Output indicator	Total target value in number	Result indicator	Total target value in number	Please describe what types of organisations are planned to actively participate in the project. Explain how this participation will increase their institutional capacity. These types of organisations should be in line with the target groups you have defined for your project.
RCO 87 - Organisations cooperating across borders	14	PSR 1 - Organisations with increased institutional capacity due to their participation in cooperation activities across borders	95	<p>BSOs: PP 1, 5-9, 11, 12,14 These receive increased capacities for the coaching of enterprises in the area of the circular economy. On the one hand, they receive effective tools, such as the blueprints with concrete solutions (GA1.1, 1.2, 1,3), and on the other hand, they are trained within the framework of the training courses to support companies in their regions in the long term.</p> <p>SMEs: Small and medium-sized enterprises are the target group, but are only indirectly involved in the project through their representative bodies. They receive comprehensive training as part of GA2.1 as well as individual consultations and concrete implementations as part of GA2.2. At least 60 companies will participate in the Trainings and 50 will receive concrete solutions.</p> <p>Regional public authorities: actively develop and solutions for SMEs in the field of circular economy in their region and develop new regional strategies, which ensure a long-term implementation of the measures over years and thus realize a real change.</p> <p style="text-align: right;">1,021 / 1,500 characters</p>
				Other organisations

7. Budget

7.0 Preparation costs

Preparation Costs

Would you like to apply for reimbursement of the preparation costs?

Yes

Other EU support of preparatory cost

Did you receive any other EU funds specifically designated to the development of this project application?

No

7.1 Breakdown of planned project expenditure per cost category & per partner

No. & role	Partner name	Partner status	CAT0 - Preparation costs	CAT1 - Staff	CAT2 - Office & administration
1 - LP	Hanse-Parlament	Active 22/09/2022	24,000.00	345,600.00	51,840.00
2 - PP	Foundation Drivhuset Skarborg	Active 22/09/2022	0.00	122,025.00	18,303.75
3 - PP	Stadtreinigung Hamburg	Active 22/09/2022	0.00	126,720.00	19,008.00
4 - PP	Ministry of Environmental Protection and Regional Development of the Republic of Latvia	Active 22/09/2022	0.00	91,200.00	13,680.00
5 - PP	Latvian Chamber of Commerce and Industry	Active 22/09/2022	0.00	103,200.00	15,480.00
6 - PP	Estonian Chamber of Commerce and Industry	Active 22/09/2022	0.00	107,300.00	16,095.00
7 - PP	Panevėžio prekybos, pramonės ir amatų rūmai	Active 22/09/2022	0.00	101,200.00	15,180.00
8 - PP	Lower Silesian Chamber	Active 22/09/2022	0.00	87,164.00	13,074.60
9 - PP	Wielkopolska Chamber of Crafts and Trades	Active 22/09/2022	0.00	87,164.00	13,074.60
10 - PP	Panevezys district municipality	Active 22/09/2022	0.00	66,000.00	9,900.00
11 - PP	Satakunta University of Applied Sciences	Active 22/09/2022	0.00	127,800.00	19,170.00
12 - PP	VIA University College	Active 22/09/2022	0.00	121,520.00	18,228.00
13 - PP	Fjellugla Norway	Active 22/09/2022	0.00	137,352.00	20,602.80
14 - PP	Institute of Innovation and Responsible Development INNOWO	Active 22/09/2022	0.00	108,955.00	16,343.25
Total			24,000.00	1,733,200.00	259,980.00

No. & role	Partner name	CAT3 - Travel & accommodation	CAT4 - External expertise & services	CAT5 - Equipment	Total partner budget
1 - LP	Hanse-Parlament	51,840.00	24,000.00	0.00	497,280.00
2 - PP	Foundation Drivhuset Ska	18,303.75	0.00	0.00	158,632.50
3 - PP	Stadtreinigung Hamburg	19,008.00	0.00	0.00	164,736.00
4 - PP	Ministrv of Envionmental	13,680.00	0.00	0.00	118,560.00
5 - PP	Latvian Chamber of Com	15,480.00	3,000.00	0.00	137,160.00
6 - PP	Estonian Chamber of Co	16,095.00	3,000.00	0.00	142,490.00
7 - PP	Panevėžio prekvbos. dra	15,180.00	3,000.00	0.00	134,560.00
8 - PP	Lower Silesian Chamber	13,074.60	3,000.00	0.00	116,313.20
9 - PP	Wielkopolska Chamber o	13,074.60	3,000.00	0.00	116,313.20
10 - PP	Panevezvs district municl	9,900.00	0.00	0.00	85,800.00
11 - PP	Satakunta Universitv of A	19,170.00	5,000.00	0.00	171,140.00
12 - PP	VIA University College	18,228.00	5,000.00	0.00	162,976.00
13 - PP	Fjellugla Norway	20,602.80	0.00	0.00	178,557.60
14 - PP	Institute of Innovation and	16,343.25	5,000.00	0.00	146,641.50
Total		259,980.00	54,000.00	0.00	2,331,160.00

7.1.1 External expertise and services

Contracting partner	Group of expenditure	Item no.	Specification	Investment item?	Group of activities no.	Planned contract value
1. Hanse-Parlament	National control	CAT4-PP1-F-0	Costs for financial audits and FLC of the overall project <small>59 / 100 characters</small>	No	N/A	6,000.00
1. Hanse-Parlament	Events/meetings	CAT4-PP1-A-0	Costs for organising two conferences (Room costs, translation, catering, speaker); approx. 5500 each <small>100 / 100 characters</small>	No	3.3	11,000.00
1. Hanse-Parlament	Events/meetings	CAT4-PP1-A-0	Costs for organising two workshops (Room costs, translation, catering) <small>70 / 100 characters</small>	No	1.1 2.1 2.2 3.3	4,000.00
1. Hanse-Parlament	Communication	CAT4-PP1-C-0	Costs for dissemination products for the project (USB sticks, bags etc.) <small>72 / 100 characters</small>	No	2.1 2.2 3.3	3,000.00
5. Latvian Chamber	Events/meetings	CAT4-PP5-A-0	Costs for seminars and trainings (Room costs, catering etc.) <small>61 / 100 characters</small>	No	2.1 2.2 3.3	3,000.00
6. Estonian Chamb	Events/meetings	CAT4-PP6-A-0	Costs for seminars and trainings (Room costs, catering etc.) <small>61 / 100 characters</small>	No	2.1 2.2 3.3	3,000.00
7. Panevėžio prekv	Events/meetings	CAT4-PP7-A-0	Costs for seminars and trainings (Room costs, catering etc.) <small>61 / 100 characters</small>	No	2.1 2.2 3.3	3,000.00
8. Lower Silesian C	Events/meetings	CAT4-PP8-A-0	Costs for seminars and trainings (Room costs, catering etc.) <small>61 / 100 characters</small>	No	2.1 2.2 3.3	3,000.00
9. Wielkopolska Ch	Events/meetings	CAT4-PP9-A-0	Costs for seminars and trainings (Room costs, catering etc.) <small>61 / 100 characters</small>	No	2.1 2.2 3.3	3,000.00
11. Satakunta Unive	Events/meetings	CAT4-PP11-A-	Costs for seminars and trainings (Room costs, catering etc.) <small>61 / 100 characters</small>	No	2.1 2.2 3.3	5,000.00
Total						54,000.00

Contracting partner	Group of expenditure	Item no.	Specification	Investment item?	Group of activities no.	Planned contract value
12. VIA Universitv	Events/meetings	CAT4-PP12-A-	Costs for seminars and trainings (Room costs, catering etc). <small>61 / 100 characters</small>	No	2.1 2.2 3.3	5,000.00
14. Institute of Inno	Events/meetings	CAT4-PP14-A-	Costs for seminars and trainings (Room costs, catering etc). <small>61 / 100 characters</small>	No	2.1 2.2 3.3	3,000.00
14. Institute of Inno	Communication	CAT4-PP14-C-	Costs for communication products, flyers etc. <small>46 / 100 characters</small>	No	2.1 2.2 3.3	2,000.00
Total						54,000.00

7.1.2 Equipment

Contracting partner	Group of expenditure	Item no.	Specification	Investment item?	Group of activities no.	Planned contract value
Please select	Please select	CAT5-PP--01	 <small>0 / 100 characters</small>	Please select		0.00
Total						0.00

7.1.3 Infrastructure and works

Contracting partner	Group of expenditure	Item no.	Specification	Investment item?	Group of activities no.	Planned contract value
Please select	Please select	CAT6-PP--01	 <small>0 / 100 characters</small>	Please select		0.00
Total						0.00

7.2 Planned project budget per funding source & per partner

No. & role	Partner name	Partner status	Country	Funding source	Co-financing rate [in %]	Total [in EUR]	Programme co-financing [in EUR]	Own contribution [in EUR]	State aid instrument
Total ERDF						2,152,602.40	1,722,081.92	430,520.48	
Total Norway						178,557.60	89,278.80	89,278.80	
Total						2,331,160.00	1,811,360.72	519,799.28	

No. & role	Partner name	Partner status	Country	Funding source	Co-financing rate [in %]	Total [in EUR]	Programme co-financing [in EUR]	Own contribution [in EUR]	State aid instrument
1-LP	Hanse-Parlament	Active 22/09/2022	DE	ERDF	80.00 %	497,280.00	397,824.00	99,456.00	For each partner, the State aid relevance and applied aid measure are defined in the State aid section
2-PP	Foundation Drivhuset Skaraborg	Active 22/09/2022	SE	ERDF	80.00 %	158,632.50	126,906.00	31,726.50	
3-PP	Stadtreinigung Hamburg	Active 22/09/2022	DE	ERDF	80.00 %	164,736.00	131,788.80	32,947.20	
4-PP	Ministry of Environmental Protection and Regional Development of the Republic of Latvia	Active 22/09/2022	LV	ERDF	80.00 %	118,560.00	94,848.00	23,712.00	
5-PP	Latvian Chamber of Commerce and Industry	Active 22/09/2022	LV	ERDF	80.00 %	137,160.00	109,728.00	27,432.00	
6-PP	Estonian Chamber of Commerce and Industry	Active 22/09/2022	EE	ERDF	80.00 %	142,490.00	113,992.00	28,498.00	
7-PP	Panevėžio prekybos, pramonės ir amatų rūmai	Active 22/09/2022	LT	ERDF	80.00 %	134,560.00	107,648.00	26,912.00	
8-PP	Lower Silesian Chamber	Active 22/09/2022	PL	ERDF	80.00 %	116,313.20	93,050.56	23,262.64	
9-PP	Wielkopolska Chamber of Crafts and Trades	Active 22/09/2022	PL	ERDF	80.00 %	116,313.20	93,050.56	23,262.64	
10-PP	Panevezys district municipality	Active 22/09/2022	LT	ERDF	80.00 %	85,800.00	68,640.00	17,160.00	
11-PP	Satakunta University of Applied Sciences	Active 22/09/2022	FI	ERDF	80.00 %	171,140.00	136,912.00	34,228.00	
12-PP	VIA University College	Active 22/09/2022	DK	ERDF	80.00 %	162,976.00	130,380.80	32,595.20	
13-PP	Fjellugla Norway	Active 22/09/2022	NO	Norway	50.00 %	178,557.60	89,278.80	89,278.80	
14-PP	Institute of Innovation and Responsible Development INNOWO	Active 22/09/2022	PL	ERDF	80.00 %	146,641.50	117,313.20	29,328.30	
Total ERDF						2,152,602.40	1,722,081.92	430,520.48	
Total Norway						178,557.60	89,278.80	89,278.80	
Total						2,331,160.00	1,811,360.72	519,799.28	

7.3 Spending plan per reporting period

	EU partners (ERDF)		Norwegian partners (Norway)		Total	
	Total	Programme co-financing	Total	Programme co-financing	Total	Programme co-financing
Preparation costs	24,000.00	19,200.00	0.00	0.00	24,000.00	19,200.00
Period 1	293,117.50	234,494.00	24,759.60	12,379.80	317,877.10	246,873.80
Period 2	301,117.50	240,894.00	29,759.60	14,879.80	330,877.10	255,773.80
Period 3	349,017.00	279,213.60	31,759.60	15,879.80	380,776.60	295,093.40
Period 4	374,847.20	299,877.76	30,759.60	15,379.80	405,606.80	315,257.56
Period 5	394,251.00	315,400.80	30,759.60	15,379.80	425,010.60	330,780.60
Period 6	416,252.20	333,001.76	30,759.60	15,379.80	447,011.80	348,381.56
Total	2,152,602.40	1,722,081.92	178,557.60	89,278.80	2,331,160.00	1,811,360.72