



Activity T3.3 - B_B Transnational Cross-Field Visits

**Expression of Interest
for the selection of the participants to the Blue_Boost Cross-
Field Visit in Friuli Venezia Giulia, Italy, on the 9th and 10th of
September 2019**

Activity T3.3 - B_B Transnational Cross-Field Visits

The Blue_Boost **Cross-Field Visits** Programme is composed by a cycle of **7 transnational cross- field visits** - 5 back-to-back with the Blue_Boost Steering Committee meetings and Final Event and 2 as stand-alone actions, for “**in loco understanding**” of:

- innovation structures,
- successful showcases,
- initiatives of interaction and cooperation among local institutional/non-institutional innovation actors working in traditional and emerging maritime sectors.

The 7 Blue_Boost target maritime regions (Zadar County - Croatia, Marche Region - Italy, Region of Central Macedonia - Greece, Region of Friuli Venezia Giulia - Italy), coastal areas of Durres, Vlora, Saranda and Shengjin - Albania, Region of Western Greece, Apulia Region – Italy) can offer different, but complementary potential of transnational networking inspiring solutions and new concepts of transboundary and cross- sectoral fertilization, bench learning and best practices sharing. Therefore, the aim of the Cross- Field Visits Programme is to put into connection the different maritime stakeholders from the Blue_Boost areas in order to upgrade concretely their international innovation cooperation capacity, as well as to accelerate and facilitate their aggregation at local level.

Accordingly, the 7 delegations are composed of:

- Project Partners (PPs);
- Observers Groups (Associated Project Partners - ASPs)
- Institutional/not- institutional maritime actors from Blue_Boost target regions.

The participants are selected by PPs (1)CROATIAN CHAMBER OF ECONOMY – ZADAR COUNTY CHAMBER (Croatia), 2)UNIVERSITY OF CAMERINO (Italy), 3)THESSALONIKI CHAMBER OF COMMERCE AND INDUSTRY (Greece), 4)CENTRAL EUROPEAN INITIATIVE – EXECUTIVE SECRETARIAT (Italy), 5)ALBANIAN DEVELOPMENT FUND (Albania), 6)PATRAS SCIENCE PARK S.A. (Greece), 7)APULIA REGION (Italy)) – at local level - thanks to a public Expression of Interest (EoI): winners are awarded with “B_B” travel fiches. Observers Groups (ASPs) will participate only in Cross-Field Visits in Central Macedonia, Albania and Marche Region.

The BLUE_BOOST project innovation voucher pilot action intends to offer the opportunity to micro, small and medium sized enterprises and start ups operating in blue growth sectors or blue economy (fishing, aquaculture, coastal and maritime tourism, shipbuilding, blue biotechnologies etc) to acquire knowledge and coaching services supplied by Knowledge Providers (KPs) who will help MSMEs/Start ups to develop an innovation project. More precisely, the goal of the pilot action is to help MSMEs to design and/or create, through small innovation projects, new products, services, processes or business models. To this aim, the consortium has a budget of 350.000€ in innovation vouchers, amounting max 10.000€ per project, that will be granted, after evaluation, to at least 35 MSMEs/Start ups located in pilot projects’ regions (at least 5 vouchers are available for each target region).

GENERAL CONDITIONS FOR STAKEHOLDERS' SELECTION

A procedure is called for assessing applications based on CV or Profiles and possible interviews for the **selection of candidates, SMEs' and KPs'** representatives, who will participate at the **Cross-Field Visit** in Friuli Venezia Giulia Region, Italy, which will take place **respectively on 9th and 10th of September 2019**.

The Programme of the Cross-Field Visit is attached to these Terms of Reference. In the selection, particular attention will be paid for ensuring equal opportunity, non-discrimination and equality between men and women.

REQUIREMENTS FOR THE APPLICANTS

1. Applicants can be a) **Blue MSMEs & START-Ups**, potential beneficiaries of the BLUE_BOOST innovation vouchers or b) Skilled Enterprises / Research, Development & Innovation Organisations / non institutional New Innovation Agents (NIAs), potential **Knowledge Providers (KPs)** in the framework of the BLUE_BOOST pilot action.
2. All the above can be private bodies (professionals included) or public bodies. As regards MSMEs / Start Ups' applicants (potential voucher beneficiaries), their business activities (not necessarily core activities) should fall within the activities of **boatbuilding** and **coastal protection**. As regards potential KPs' applicants skilled SMEs, R&D organisations, or NIAs, there is no restriction in their activity, but they should be able to provide services to the above sectors' MSMEs / Start Ups, in the framework of the BLUE_BOOST pilot action.
3. Applicants must have their headquarters or an operative branch in the **Zadar County**.
4. Participants (applicants' representative) must:
 - be at least eighteen years old at the date of submission of the application;
 - have appropriate and valid documents for travelling to Italy at the date of submission of the application and for the entire duration of the Cross-Field Visit;
 - be provided with a declaration signed by the legal representative of the applicant, giving mandate to the participant to represent the applicant within the Cross-Field Visit;
 - have a good level of knowledge of English.

SUBMISSION OF APPLICATIONS

1. **Deadlines:** Applications, written on plain paper using the form enclosed with this notice (Annex 1), must be sent no later than the **20th of August 2019** until 12 a.m. to the attention of Mr. Ivan Jadreško, to the email address ijadresko@hgk.hr. **Applications must be sent on-line as PDF bearing the signature of the legal representative on both the application form and any attachment.** Applications received after the date indicated above will be excluded from the selection.
2. **Documents to send:**
 - a) Application form (Annex 1) describing the activities carried out in the sectors concerned (for Blue MSMEs/ Start Ups & KPs) or activities which could possibly involve the sectors concerned (only for KPs). The application form must include the authorization for the treatment of data and shall be signed by the applicant's legal representative (annex 3);
 - b) Declaration by the legal representative of the applicant and scanned photocopy in color front and back of a valid identity document;
 - c) Scanned photocopy in color front and back of a valid identity document and other documents for travelling of the participant.

PHASES AND CRITERIA OF SELECTION

EVALUATION – the commission will evaluate the profile of the applicants, as well as their motivations and expectations for participating in the Cross-Field Visit. The selection will take place according to the following procedure:

1. Analysis of the documentation with respect to:
 - Compliance with the requirements;
 - Timing of the submission of the application;
 - Contents and motivations expressed in the application form
2. Should the analysis of the documentation not enable the selection of participants, the commission will carry out individual interviews with eligible candidates to evaluate: a) Motivations and expectations expressed to take part in the project; b) Level of knowledge of one or more foreign languages; c) Training and professional experience related to the project topics. In this case, the list of candidates admitted to the selection, as well as dates, times, and locations of the interviews will be published on the Croatian Chamber of Economy – Zadar County Chamber website; <https://www.hgk.hr/zupanijska-komora-zadar>, in addition to a direct notification to candidates via e-mail. Candidates must have a valid identity document to make the interview. As a final step, the commission will draw up a list of selected participants that will be communicated to all applicants, as well as published on the website

FINAL REPORT / QUESTIONNAIRE - Each participant organization will also assume the obligation to fill-in, at the end of the experience, a brief report/questionnaire for the CFV, on their activities, the competence acquired, the possibility of transfer the same in their own contexts, based on the forms attached to these ToR as Annex 2.

COSTS COVERED BY CROSS-FIELD VISIT PROGRAM

The funding covers the cost for 1 participant for each selected applicant organization, up to a maximum of 900 EUR per participant, through the contribution of the ADRION Programme, including:

- Travel from the legal seat of the organization to the Cross-Field Visit venue and back (business or first class is not eligible);
- Accommodation (5 stars hotels are not eligible);
- Meals if not provided by the hosting organization (Costs for alcoholic beverages are not eligible);
- Local transports (taxi is not eligible except when it can be demonstrated that no public transport was available at the time and place needed).

There is no fee to participants or any refund or recognition of the hourly cost to the selected organization. The reimbursement of the incurred costs will be issued just through the presentation of the Reimbursement Form provided by the competent partner, with annexed the proof of expenditures (invoices, tickets, bills, etc) in original copy. The Applicant, by signing the relative Application Form - declaration allows BLUE_BOOST partners to process the data given solely for the project needs (including publishing of general information) and statistical reasons, even through electronic or computerised devices, in respect of the security and privacy within the law.

Treatment of personal data will follow the principles of fairness and transparency according to Regulation (EU) 2016/679 – GDPR and the subsequent national transposing laws. Details about the document to be submitted and the treatment of personal data are provided at Annex 3.

ANNEX 1



Application Form for the selection of participants at the Transnational Cross-Field Visit, Friuli Venezia Giulia, Italy, 9-10 September 2019

APPLICANT PROFILE	
Name of the Applicant	
Legal Status	
Type of Applicant (MSME, Start - Up, Skilled enterprise (KP), Research - development & innovation organisation, New Innovation Agent, Other)	
Possible role of the Applicant in BLUE_BOOST pilot action (please choose)	MSME / Start-Up (potential voucher beneficiary) <input type="checkbox"/> Knowledge Provider (KP) <input type="checkbox"/>
Address (if the legal seat is not in the concerned pilot Region - Zadar County please provide also the address of the branch in this pilot Region)	
Website, E-mail and Phone number	



VAT or other national identifying number (if no VAT number is provided)	
Business activities - NACE codes (if available)	
Description of the products and services offered	
Technology applied	
Turnover in the last 3 years	
Number of employed people	
Participation to Clusters, Networks or Flags	
Quality Certifications	
Previous participation to local, national or international projects	
Legal representative name	
Legal representative contact (E-mail and Phone number)	
Participant name	
Participant contact (E-mail and Phone number)	
Role in the applicant organisation	

MOTIVATIONS AND EXPECTATIONS	
Main reasons for participating to the the Cross - Field Visit	
Main expectations from the participation to the Cross- Field Visit	

Place and date

Signature of legal representative

I hereby agree for processing the personal information included in this application form strictly for the purposes of this selection and in accordance with the regulation for the protection of personal data Regulation (EU) 2016/679 – GDPR .

Treatment of personal data will follow the principles of fairness and transparency according to Regulation (EU) 2016/679 – GDPR and the subsequent national transposing laws. Details about the document to be submitted and the treatment of personal data are provided at annex 4.

**Applicant's Declaration
for the selection of the participants to the
Blue_Boost Cross-Field Visits programme**

The undersigned

Surname _____

Name _____

Born in _____ on _____

Living in _____

Address _____ nr _____ Postal code _____

Phone number _____ Mobile _____

e-mail _____

in my capacity as the **legal representative** of

Name of the applicant organization _____

Postal code _____

Address _____ nr _____

Phone number _____

e-mail _____

website _____

VAT or other national identifying number (if no VAT number is provided) _____

Require

to be admitted to participation to the the Cross-Field Visit in Friuli Venezia Giulia (Italy) on
the 9th and 10th of September 2019

To this end declare:

All information concerning the participation of my organization in the Cross-Field Visit in Friuli Venezia Giulia (Italy), as enclosed in the application form, has been verified and it is true and correct;

- As far as the above mentioned Cross-Field Visit and the related tasks are concerned, my organization will be represented by:

Surname _____

Name _____

Born in _____ on _____

Living in _____

Address _____ nr _____ Postal code _____

Phone number _____ Mobile _____

e-mail _____

Role in the organization _____

- I give full mandate to (name and surname of the participant) to participate to the above mentioned Cross-Field Visit for representing my organization;
- (name and surname of the participant) have the following level of knowledge of the English Language (mark with an X the level held for each type)

	Listening and reading	Speaking	Writing
BASE			
MEDIUM			
ADVANCED			

- (name and surname of the participant) has appropriate and valid documents for travelling to Italy (here-to attached) at the date of submission of the application and for the duration of the Cross-Field Visit;
- The undersigned declares to have taken note of the notice/announcement and that, if selected to benefit the Blue_Boost Cross-Field Visits programme, will fill-in at the end of the experience, a brief report/questionnaire on their activities, the competence acquired, the possibility of transfer the same in their own contexts (Annex 2).

- The applicant organisation agrees to allow BLUE_BOOST partners to process the data given solely for the project needs (including publishing of general information) and statistical reasons, even through electronic or computerised devices, in respect of the security and privacy within the law.

Place and Date.....

Signature.....

ANNEX 2



Activity T3.3 - B_B Transnational Cross-Field Visits

Cross Field Visit Final Report

1. First Name: _____ Last name: _____

2. Position: _____

3. Name of your organization: _____

4. Field of activity

☐ Aquaculture

☐ Fishery

☐ Biotechnology

Coastal & Maritime Tourism

☐ Renewable Energy

☐ Mineral Resources

☐ Transport

Offshore oil and gas

☐ Coastal Protection

☐ Desalination

☐ Utilities

Shipbuilding and Ship Repair

Higher education

Public administration

Marine aquatic products



☐ Research & Innovation ☐ ☐ ☐

5. Country:

6. Type of organization:

- ☐ SME
- ☐ Skilled SME or Big company (potential KP)
- ☐ University / Research Institute
- ☐ Technology Transfer Organization
- ☐ Local/National Authority
- ☐ End-users Organization
- ☐ New Innovation Agent
- ☐ Cluster

7. Number of employees:

☐ 1-10 ☐ 11-25 ☐ 26-50 ☐ 51-250 ☐ over 250

8. Turnover

- ☐ Non-profit organization
- ☐ 0 – 100 k€
- ☐ 100 k€ - 1 M€
- ☐ 1 M€ - 10 M€
- ☐ 10 M€ - 50 M€
- ☐ over 50 M€

9. Are you a Blue_Boost Project or Associated Partner?

- ☐ Yes
- ☐ No

If yes, please tick your corresponding box.

If no, please tick the box of the Project Partner which invites you.

- ☐ LP – CROATIAN CHAMBER OF ECONOMY / ZADAR COUNTY CHAMBER
- ☐ PP2 – UNIVERSITY OF CAMERINO
- ☐ PP3 – THESSALONIKI CHAMBER OF COMMERCE AND INDUSTRY
- ☐ PP4 – CENTRAL EUROPEAN INITIATIVE – EXECUTIVE SECRETARIAT
- ☐ PP5 – ALBANIAN DEVELOPMENT FUND
- ☐ PP6 – PATRAS SCIENCE PARK S.A.
- ☐ PP7 – APULIA REGION

10. Did you identify some good practices that you could reproduce in your activity or that could be implemented in your region?

- ☐ Yes
- ☐ No

If yes, please describe them:

What would be the barriers to overcome?

Would it be interesting for you to get some support to overcome these barriers?

- ☐ Yes
- ☐ No

If yes, what kind of support?

11. Did you identify any kind of potential collaboration with the experiences you got in touch during the Cross Field Visit?

- ☐ Yes
- ☐ No

If yes, please describe them:

12. Did you identify any kind of technology or innovative product, service or process that could improve your activity?

- ☐ Yes
☐ No

If yes, please describe them:

13. How do you evaluate this Cross Field Visit?

[illegible]

ANNEX 3



BOOSTing the innovation potential of the triple helix of Adriatic-Ionian traditional and emerging BLUE growth sectors clusters through an open source/knowledge sharing and community based approach

INFORMATION ON PROCESSING OF PERSONAL DATA FOR SCIENTIFIC RESEARCH PURPOSES (ART. 13 REG. UE 2016/679)

**Blue_Boost (in the following,
“Project”):**

Dear applicant,

pursuant to Regulation (EU) 2016/679 and the subsequent national transposing laws (jointly, the "GDPR"), with this privacy information notice we wish to inform you about the processing of your personal data by the partners of the Project.

Aims and data flow of the Project

The project, which aims to make public data of the selected applicants (in the following, the selected applicants are called “participants”) in order to build a public list of participants to the Cross Field Visits programme and to provide them with travel fiches, is led by the CROATIAN CHAMBER OF ECONOMY, University of Camerino (in the following, UNICAM) and Thessaloniki Chamber of Commerce and Industry (TCCI), in collaboration with all Project partners. The characteristics of the project and its methods of implementation are described in the following: the applicant will provide its data within a procedure for the selection of participants to the Cross-Field Visits organised by the Project partners. If selected, the participants will make an agreement with BLUE_BOOST Partners with which it undertakes to participate in the Cross-Field Visit and the related tasks in return for a travel fiche that covers the cost for the participation. Each participant organization will also assume the obligation to fill-in, at the end of the experience, 2 brief reports/questionnaires on its activities, the competence acquired, the possibility of transfer the same in their own contexts, based on the forms provided by UNICAM & TCCI. The data and information released within the procedure for the selection of participants and through the report can be processed by UNICAM, TCCI, Project partners and the ADRION Programme through paper and electronic tools for internal analysis and, finally, published on digital platforms. Data can be used to profile the participants, generate travel fiches vouchers and send e-mails to the participants.

Data Controller and Data Protection Officer

The data processing controllers are:

- a) For the Cross-Field Visits UNICAM and can be contacted at: protocollo@pec.unicam.it.
The UNICAM responsible for data protection can be contacted at: rpd@unicam.it

Purposes of data processing and storage

The processing of participants’ data is carried out for the realization of the scientific purposes of the Project. The Project has been drawn up according to the methodological standards of the related scientific sector and it is deposited at the School of Science and Technology of UNICAM, where it will be kept for five years from the planned conclusion of the research. The Project will also be kept at the TCCI for five years.

Legal basis of data processing

The processing of participants’ personal data is carried out by the owner in the execution of his duties of public interest pursuant to art. 6, paragraph 1, lett. e) of the GDPR. The treatment of particular

categories of personal data (sensitive data) is carried out for scientific research purposes pursuant to art. 9, paragraph 2, lett. j) of the GDPR. Category and type of personal data processed. The realization of the Project implies the treatment of the following personal data: Name of the Applicant, Legal Status, Type of Applicant (MSME, Start – Up, Skilled enterprise (KP), Research - development & innovation organisation, New Innovation Agent, Other), Address, Website, E-mail and Phone number, VAT or other national identifying number (if no VAT number is provided), Core activities-NACE code, Description of the products and services offered, Technology applied, Turnover in the last 3 years, Number of employed people, Participation to Clusters, Networks or Flags, Quality Certifications, Previous participation to local, national or international projects, Legal representative name, Legal representative contact (E-mail and Phone number), Participant name, Participant contact (E-mail and Phone number), Role in the applicant organisation

Methods of data processing

Your personal data shall be processed exclusively by the scientific responsible and/or authorized subjects in the realization of the Project. UNICAM, TCCI, as well as any Project partner in accordance with the instructions provided by the CROATIAN CHAMBER OF ECONOMY, have been appointed to carry out certain tasks or to conduct specific stages relating to the data processing, such as by way of example the allocation, management and maintenance of the electronic databases, or other supporting, instrumental and ancillary activities, such as the transmission of information and/or documents. In this case, the processor will provide sufficient guarantees to meet the requirements set forth by the applicable law provisions governing data processing, including all security-related provisions.

Data storage and retention

The participants' data collected and processed for the purposes indicated in section "Aims and data flow of the Project" shall be stored and retained during the whole Project duration - unless the participants has submitted a specific and legitimate request for erasure - and at most up to 5 years after the end of the project.

Motivation of provisioning data

The provision of the participants' data for the aforementioned research purposes is essential for the development of the Project and does not derive from a regulatory and/or contractual obligation. Failure to provide such data determines the inability to participate in the Project.

Recipients of personal data and transfer of data to Countries abroad

The applicants' personal data in the unapproved state will not be made visible to the public and will only be visible to UNICAM & TCCI (in a non-anonymous way) for acceptance. This data will not be disclosed to third parties. Once accepted, the data will be visible to the whole Project Partners and, if needed, to the web through a public list of participants to the Cross Field Visits.

Dissemination of research results

Statistical and/or scientific results can be disseminated (for example through the publication of scientific papers and/or the creation of databases, also with open access methods, participation in
