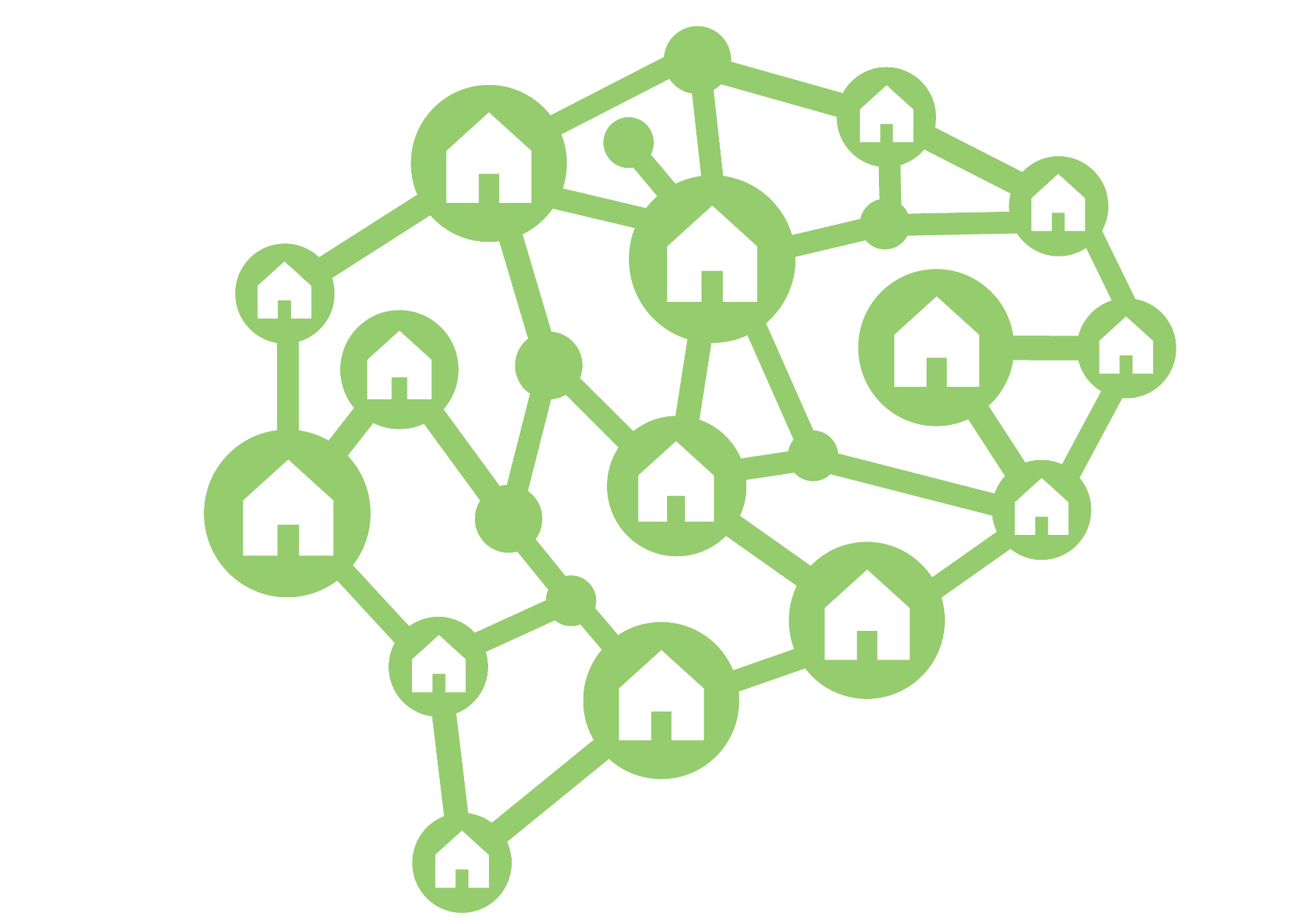
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# Annex 4

**Project report**

on the implemented activities

for digital transformation

and related

business improvements

Call: SMARTER AOE – 202301

Project title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Country: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved amount of financial support (in EUR, VAT included): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. **Description of the implemented digital transformation project**  * *List all activities carried out as part of the digital transformation project by category of support scheme with costs and presentation of results.* * *Provide proof of the implemented activities and attach it to the report.* | | | | | | | | |
| **Full project title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | | | | |
| **Implemented digital innovation activities by categories of support scheme** | **Costs**  (in EUR)  *VAT included* | | | **Actual**  **implementation period** (MM/YYYY – MM/YYYY) | **Status after implementation / result** | **Attached proof of the activity performed** | **Actual business improvements** | |
| **I. Digitalisation and marketing tools for better performance of tourism SMEs** | | | | | | | | |
| *Example: Establishing a new company webpage* | *3.000,00* | | | *09/2023 – 12/2023* | *Company webpage with general company information and offer* | *Print screen of the webpage and webpage link* | *Better online visibility* | |
|  |  | | |  |  |  |  | |
| *Add or delete rows if necessary* |  | | |  |  |  |  | |
| **II. Expert mentors (external consultants)** | | | | | |  |  | |
|  |  | | |  |  |  |  | |
| *Add or delete rows if necessary* |  | | |  |  |  |  | |
| **III. Travel and accommodation** | | | | | | | | |
|  | |  |  | |  |  | |  |
| *Add or delete rows if necessary* | |  |  | |  |  | |  |
| **TOTAL** | |  |  | | | | | |

|  |  |  |
| --- | --- | --- |
| 1. **Declarations**   *(mark or write)* | | |
| We participated in the AoE Academy Programme - attended \_\_\_\_\_\_ workshops and 10 mentoring hours. | | |
| We have fulfilled all the publicity requirements. | **YES** | **NO** |
| We have enlisted on the Amazon of Europe hub platform. | **YES** | **NO** |

|  |
| --- |
| 1. **Attachments** |
| 1. Proof of participation at joint online training / workshop (1) *– mandatory, e.g. print screen where attendance is visible* |
| 1. Proof of participation at joint online training / workshop (2) *– mandatory, e.g. print screen where attendance is visible* |
| 1. Proof of participation at joint online training / workshop (3) *– mandatory, e.g. print screen where attendance is visible* |
| 1. Picture of the poster in the company premises on receiving financial support from EU funds - *mandatory* |
| 1. Print screen of the publication on the SME website or social media page on receiving financial support from EU funds - *mandatory* |
| 1. Print screen with the presentation of the Amazon of Europe tourism products on the SME website or social media page with a destination website link - *mandatory* |
| 1. Print screen to prove the company is enlisted on the AoE Hub platform - *mandatory* |
| 1. *[Content proof of the performed activity indicated in the project summary table] - mandatory* |
| 1. *[Content proof of the performed activity indicated in the project summary table]* |
| 1. *[Content proof of the performed activity indicated in the project summary table]* |
| *Add or delete rows if necessary* |

**Your reflection / comment on participation in the SMARTERAOE-202301 call:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- |
| Date and place: |  | Name, signature of legal representative and stamp\*: |

\*In case the company doesn’t use a stamp, please write: *We operate without a stamp.*

*Date of receipt of the report: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (completed by the project coordinator)*