



Knowledge sharing training to boost export capacity

Funding up to €75 000

Funding for outsourced training
or knowledge exchange training
at an affiliated company

Conditions for receiving funding:

- ▶ The company is registered in Latvia
- ▶ The company justifies the training as necessary for the implementation of the product, process, marketing, or organizational innovations
- ▶ The company will perform economic activity in one of the areas specified in the smart specialization strategy (RIS3) or a new competitiveness niche identified by the industry
- ▶ The company justifies the impact of the training on export capacity, productivity, and the creation of high value-added products/services
- ▶ When purchasing training from an external service provider, the company conducts market research and complies with regulatory enactments in the field of the procurement procedure

Eligible costs:

- ▶ Training fee
- ▶ Trainer's salary if an affiliated or a partner company provides the training
- ▶ Travel, transport, and subsistence expenses for employees
- ▶ Remuneration of employees during the training
- ▶ Equipment rental, as well as depreciation costs for computer software and licenses

Process

Outsourced training

- 1 The company conducts a price survey on the planned training costs
- 2 The company submits a project application to LIAA
- 3 LIAA evaluates the received applications
- 4 The signing of the contract between LIAA and the funding's recipient
- 5 If the procurement procedure exceeds 70 000 EUR, the company submits a procurement plan and documentation
- 6 The company signs a contract with the training provider
- 7 The company implements training
- 8 The company submits a payment request
- 9 LIAA checks whether the procurement contract has been signed with the service provider indicated in the application
- 10 LIAA approves the payment request and pays the requested aid

Training at affiliated companies

- 1 The company submits a project application to the LIAA, indicating the purpose of the training
- 2 LIAA evaluates the received applications
- 3 The signing of the contract between LIAA and the funding's recipient
- 4 The company implements training at affiliated companies
- 5 The company submits a request for payment and documents certifying the expenses
- 6 LIAA checks the submitted documentation and pays the requested aid

The training can be implemented until **September 30, 2023**