*[Data that has been automatically pre-filled in the templates for the cover notes is based on the operational arrangements which have last been updated on 2024-03-22. Should the respective CID and/or operational arrangements have been amended in the meantime, please reach out to ECFIN-RECOVER.]*

*[DATE]*

*[AUTHOR (Organisation, not name)]*

**LV-C[C2]-I[2-2-1-2-i-] Support for the digitisation of processes in commercial activities**

**LV-C[C2]-I[2-2-1-2-i-]-T[45] Number of entities supported to digitise processes in commercial activity and for which the result of the digital maturity test improved, against the previous test result, after receipt of the grant and realisation of the project**

**Date of completion:** **Q2 2024**

**1) Context: description of the measure and relevant context from the CID annex** [text in full from the English version]

The objectives of the investment are to promote increased productivity through targeted investment of resources, and to create higher added value in the entity processes. The investment consists of a grant scheme for digitisation of the processes and functions in entities. Support may be granted for acquisition of IT solutions, both software and hardware, acquisition of sensors, purchase of IT equipment, IT infrastructure, implementing digital integration processes. The investment shall be implemented by 30 June 2026.

**2) Copy of the milestone/target wording** [text in full from the English version]

| Seq.num | Measure (reform or investment) | Milestone/Target | Name | Qualitative indicators (for milestones) | Quantitative indicators (for targets) | | | Indicative timetable for completion | | Reporting and implementation responsibility | Description of each milestone and target |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Unit of measure | Baseline | Goal | Quarter | Year |
| 45 | C2.2-2-1-2-i- Support for the digitisation of processes in commercial activities | Target | Number of entities supported to digitise processes in commercial activity and for which the result of the digital maturity test improved, against the previous test result, after receipt of the grant and realisation of the project |  | Supported entities | 0 | 80 | Q2 | 2024 | Ministry of Economics, Investment and Development Agency of Latvia, European Digital Innovation Centre | The target shall be executed when a contract has been concluded between the entity and the Investment and Development Agency of Latvia for the receipt of the grant and improvements to the test result are observed in the repeated Digital Maturity Test. |

Verification mechanism:

A summary document duly justifying how the target (including all the constitutive elements) was satisfactorily fulfilled, with appropriate links to the underlying evidence. This document shall include as an annex the following documentary evidence: a) list of contracts concluded between the aid provider and the beneficiary; b) the repeated Digital Maturity test result showing improvements in the processes.

Further specification: (if relevant)

**3) List of key evidence provided in FENIX**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Identifier [same as in FENIX] | Name of the evidence.  For legal acts please provide the full legal reference and date of entry into force | Short description | Link to the requirements below |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |

**4) Detailed justification**

*[Explain clearly how the achievement of the milestone/target is demonstrated by the evidence provided,* ***covering ALL elements of the milestone/target and the elements of the measure description that are directly or indirectly linked to the milestone/target’s requirements.***  *(e.g. the fact that (i) a certain institution had (ii) to accomplish something (iii) in a certain way in order (iv) to achieve a certain goal (v) by a certain date). Please provide* ***a clear link between all the below elements and the one or more evidence items listed above.***

Requirement 1: ‘[excerpt from the milestones/target or the measure description]’

*[Explanation of fulfilment]*

Requirement 2: ‘[excerpt from the milestones/target or the measure description]’

*[Explanation of fulfilment]*

Requirement 3: ‘[excerpt from the milestones/target or the measure description]’

*[Explanation of fulfilment]*

[…]

Contribution to the achievement of other elements from the measure description: [evidence related to the elements that are not directly addressing the M/T but in the measure, where relevant]