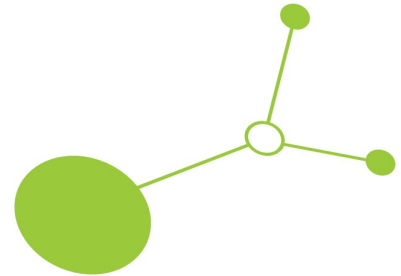


SYMCRAFT PROJECT



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SYMCRAFT Action Plan

Partner responsible: t2i - technology transfer and innovation

Main Author: Enrico Segantin (t2i)

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1. EXECUTIVE SUMMARY

The SYMCRAFT Action Plan (O.3.4 - D.3.2.1) is the operational framework that ensures the implementation and durability of the SYMCRAFT Strategy (O.1.1) beyond project closure. Developed in WP1, the Strategy fosters circularity and zero-waste processes in the textile, agro-food and wood & furniture sectors through cooperation with the handicraft sector.

The Plan translates the Strategy into fourteen actions grouped in five fields - continuity of the support services, extension to new sectors and territories, policy transfer, transnational network, dissemination and capacity building - over three time horizons (short, medium and long term). Each action has a responsible actor and an explicit reference to the project output it implements, reported with its full title and the related programme indicator.

The object of the Plan is the Strategy only. The three joint solutions (O.3.1, O.3.2, O.3.3), validated under Activity 3.1, follow their own uptake path, defined in the pilot action evaluation (D.3.1.1-D.3.1.3) and measured by RCR104_2.3; they are therefore not addressed by this Plan.

Commitment is formalised at two levels: project partners sign Letters of Interest (D.3.2.2) to implement the Strategy and the Action Plan; Associated Strategic Partners and other local players endorse the Plan. Chapter 8 links these commitments to the project results (RCR79_2.3 and RCR84_2.3); a light annual monitoring framework, led by the post-project coordination group, tracks implementation.

1. ABBREVIATIONS

Abbreviation	Definition
AF	Application Form
AP	Action Plan
ASP	Associated Strategic Partner
EDIH	European Digital Innovation Hub
ERDF	European Regional Development Fund
LoI	Letter of Interest
O	Project output (numbering of the Application Form)
PP	Project Partner
RCO / RCR	Output / result indicators of the Interreg CENTRAL EUROPE Programme
S3	Smart Specialisation Strategy
WP	Work Package

2. INTRODUCTION AND OBJECTIVES

2.1 Purpose and scope

This Action Plan defines how the SYMCRAFT partnership will implement the SYMCRAFT Strategy (O.1.1) and ensure its durability in the short, medium and long term, as foreseen by Activity 3.2 of the Application Form. It sets out: (a) the local activities to continue assisting industry and handicraft, and the steps each institution will take to provide the service after the end of the project; (b) the transfer of the Strategy into local policies and action plans on innovation, circularity and sustainable production; (c) at transnational level, the collaboration for new initiatives and the involvement of existing communities dealing with circularity and industrial symbiosis.

The Plan operates at partnership level, assigning a responsible actor to each action. Individual institutional commitments are formalised separately through the Letters of Interest (D.3.2.2) and the endorsement letters, as detailed in Chapter 7.

2.2 Relation with the other project outputs

The Action Plan is linked to the Strategy; Its object is exclusively the SYMCRAFT Strategy (O.1.1), whose uptake, follow-up and durability it ensures.

Each action in Chapter 5 refers to the project output(s) it implements, reported with number, full title and related programme indicator. The reference outputs used are:

O.1.1 - SYMCRAFT Strategy - RCO83_2.3: Strategies and action plans jointly developed	Reference framework of the Plan: all actions implement, disseminate, extend or transfer the Strategy.
O.3.4 - SYMCRAFT Action Plan - RCO83_2.3: Strategies and action plans jointly developed	This document: actions ensuring the governance, coordination and monitoring of the Plan itself.
O.1.2 - Organizations cooperating among the borders - RCO87_2.3: Organisations cooperating across borders	Transnational network of partners and ASPs, whose cooperation continues after the project through the Plan.

In summary: the Strategy (O.1.1) defines the approach; the Action Plan (O.3.4) sets the actions for its implementation and durability; the Letters of Interest (D.3.2.2) formalise the partners' commitment to implement the Strategy and the Action Plan; the endorsement letters extend this commitment beyond the partnership.

2.3 Method of elaboration

The Plan builds on the Strategy (O.1.1), on the experience gained during project implementation, on the consultation of stakeholders and ASPs during the local training courses and workshops (Activity 3.3) and on the joint validation by all partners.

2.4 Time horizons

Actions span three horizons: short term (by the submission of the final report), medium term (within 3 years of project closure) and long term (within 5 years). Short-term actions secure durability while the partnership is still active; medium-term actions embed the Strategy in the partners' ordinary activity; long-term actions extend the approach to new sectors, territories and communities.

3. THE SYMCRAFT STRATEGY AS REFERENCE FRAMEWORK

The SYMCRAFT Strategy (O.1.1 - D.1.3.2) is the approach to enhance circularity in industry - namely the textile, agro-food and wood & furniture sectors - with the support of the handicraft sector. Its twofold objective is to reduce environmental impact by turning industrial waste into resources and to generate new business opportunities for artisans.

According to the Application Form, the Strategy aims at: (a) triggering industrial circularity through the reuse of industrial waste by the handicraft sector; (b) describing the services that assist artisans and companies in reusing industrial waste with their creativity; (c) providing a model of service portfolio for the intermediary bodies interested in cooperating.

The five fields of Chapter 5 translate these components into follow-up actions: Field A ensures the continuity of the services (b); Field B updates the service portfolio model (c) and extends the approach (a) to new sectors and territories; Field C transfers the Strategy into local policies; Field D keeps the transnational cooperation alive; Field E disseminates the Strategy and builds the capacity of new intermediaries.

4. THE ACTION FRAMEWORK

This chapter is the core of the Plan: for each field it sets out the actions, the responsible actor, the time horizon and the reference output (see Section 3.2). Where an actor is still to be designated, the partnership will finalise the nomination before project closure.

4.1 Field A – Continuity of the support services to industry and handicraft

The durability of the Strategy relies first on the continuation of the services that help companies and artisans identify, develop and formalise circular collaborations.

Action	Description	Responsible	Horizon	Reference output
A.1 Integration of the SYMCRAFT services into the ordinary service portfolios	Partners embed the advisory, matchmaking and business support services described in the Strategy into their ordinary offer, using the service portfolio model and the SYMCRAFT toolkit, and define the internal steps needed to provide them after the project.	t2i (action leader); each partner for its own organisation.	Short term	O.1.1 - SYMCRAFT Strategy - RCO83_2.3: Strategies and action plans jointly developed
A.2 Provision of advisory and matchmaking services	Continued assistance to companies and artisans in each territory: identification of waste valorisation opportunities, matchmaking between industrial waste producers and artisans, support to the start-up of new industry-handicraft collaborations.	Each partner in its territory. Sector referents: agro-food B&S; textile Haslach; wood & furniture t2i.	Medium term	O.1.1 - SYMCRAFT Strategy - RCO83_2.3: Strategies and action plans jointly developed
A.3 Consolidation of a stable circular service line	Consolidation of the services into a stable activity line of each partner, according to its resources and opportunities (own resources, regional programmes, public and private funding).	Each partner. Progress reviewed annually by the coordination group.	Long term	O.1.1 - SYMCRAFT Strategy - RCO83_2.3: Strategies and action plans jointly developed

4.2 Field B – Extension of the Strategy to new sectors and territories

The Strategy remains effective if its service model is kept up to date and progressively applied beyond the three pilot sectors and the partner regions.

Action	Description	Responsible	Horizon	Reference output
B.1 Update and maintenance of the service portfolio model	Periodic review of the service portfolio model for intermediaries included in the Strategy, integrating lessons learnt from the services delivered under Field A.	Coordination group; each partner for its own service portfolio.	Medium term	O.1.1 - SYMCRAFT Strategy - RCO83_2.3: Strategies and action plans jointly developed
B.2 Extension of the Strategy to new industrial sectors	Application of the Strategy's approach to further industrial sectors generating reusable waste (e.g. mechanical engineering, construction, agriculture), according to partner and ASP interest.	Coordination group, with the interested partners and ASPs.	Medium / Long term	O.1.1 - SYMCRAFT Strategy - RCO83_2.3: Strategies and action plans jointly developed
B.3 Transfer of the Strategy to new territories and intermediaries	Transfer of the Strategy to neighbouring regions and to new intermediary bodies (chambers, associations, clusters), leveraging the open toolkit and the trained intermediaries.	Interested partners and ASPs, coordinated by the coordination group.	Long term	O.1.1 - SYMCRAFT Strategy - RCO83_2.3: Strategies and action plans jointly developed

4.3 Field C – Policy transfer

Transferring the Strategy into local policies and action plans on innovation, circularity and sustainable production supports its visibility and financial durability.

Action	Description	Responsible	Horizon	Reference output
C.1 Presentation of the Strategy to the regional authorities	Engagement of the regional authorities responsible for innovation and sustainable growth - several of which are already ASPs - to present the Strategy and identify entry points in existing policy instruments.	Each partner towards its regional authority, with the support of the ASPs.	Short term	O.1.1 - SYMCRAFT Strategy - RCO83_2.3: Strategies and action plans jointly developed

Action	Description	Responsible	Horizon	Reference output
C.2 Integration of the Strategy into local policies and plans	Proposals to include the Strategy's approach in regional S3, ERDF 2021-27 regional programmes, circular economy and local development plans, and in calls supporting industry-handicraft cooperation.	Each partner, with the public-authority ASPs.	Medium term	O.1.1 - SYMCRAFT Strategy - RCO83_2.3: Strategies and action plans jointly developed

4.4 Field D – Coordination and transnational network

The transnational network built by the project is the social capital underpinning the durability of the Strategy, kept alive through the lightweight coordination structure described in Chapter 6.

Action	Description	Responsible	Horizon	Reference output
D.1 Establishment of the post-project coordination group	Appointment, before project closure, of the coordination group (Chapter 6), mandated to coordinate the implementation of the Plan, the maintenance of the toolkit and the animation of the network.	t2i, as Lead Partner and leader of Activity 3.2. Composition as per Chapter 6.	Short term	O.3.4 - SYMCRAFT Action Plan - RCO83_2.3: Strategies and action plans jointly developed O.1.1 - SYMCRAFT Strategy - RCO83_2.3: Strategies and action plans jointly developed
D.2 Animation of the network and maintenance of the toolkit	Periodic partnership/network meetings; maintenance and update of the SYMCRAFT toolkit; connection with existing communities dealing with circularity and industrial symbiosis (circular economy networks, clusters, EDIHs, EU platforms).	Coordination group. Toolkit maintenance: t2i and IAGF.	Medium / Long term	O.1.2 - Organizations cooperating among the borders - RCO87_2.3: Organisations cooperating across borders O.1.1 - SYMCRAFT Strategy - RCO83_2.3: Strategies and action plans jointly developed
D.3 Capitalisation in new initiatives	Joint development of new initiatives and follow-up project proposals building on the Strategy, involving partners, ASPs and new organisations joining the network.	Coordination group, with the interested partners.	Long term	O.1.2 - Organizations cooperating among the borders - RCO87_2.3: Organisations cooperating across borders O.1.1 - SYMCRAFT Strategy - RCO83_2.3: Strategies and action plans jointly developed

4.5 Field E – Dissemination and capacity building

The durability of the Strategy also depends on its visibility towards the target groups - companies in the three sectors and artisans - and on the availability of intermediaries able to apply it.

Action	Description	Responsible	Horizon	Reference output
E.1 Dissemination and promotion of the Strategy towards the target groups	Continued dissemination of the Strategy beyond the project (events, newsletters, articles) and direct promotion to companies in the textile, agro-food and wood & furniture sectors and to artisans through workshops, info-days and sectoral seminars.	All partners and ASPs. Communication coordinator: TPLJ.	Short / Medium term	O.1.1 - SYMCRAFT Strategy - RCO83_2.3: Strategies and action plans jointly developed
E.2 Thematic section on the institutional websites	Dedicated section on each partner's institutional website giving permanent open access to the Strategy, the Action Plan and the toolkit.	Each partner for its own website.	Short term (creation); maintained in the medium / long term	O.1.1 - SYMCRAFT Strategy - RCO83_2.3: Strategies and action plans jointly developed O.3.4 - SYMCRAFT Action Plan - RCO83_2.3: Strategies and action plans jointly developed
E.3 Training of new intermediary organisations	New training editions for additional intermediary organisations and service providers on the application of the Strategy, reusing the materials of the local training courses (D.3.3.1).	WPRED (action leader), with the interested partners.	Medium term	O.1.1 - SYMCRAFT Strategy - RCO83_2.3: Strategies and action plans jointly developed

4.6 Summary timeline

Time horizon	Actions
Short term (by the submission of the final report)	A.1 Integration of the services; C.1 Presentation of the Strategy to the regional authorities; D.1 Establishment of the coordination group; E.1 Dissemination and promotion (start); E.2 Creation of the thematic web sections.
Medium term (within 3 years from project closure)	A.2 Advisory and matchmaking services; B.1 Update of the service portfolio model; B.2 Extension to new sectors (start); C.2 Integration into local policies and plans; D.2 Network animation and toolkit maintenance; E.1 Dissemination and promotion; E.2 Maintenance of the web sections; E.3 Training of new intermediaries.

Time horizon	Actions
Long term (within 5 years from project closure)	A.3 Consolidation of a stable circular service line; B.2 Extension to new sectors (completion); B.3 Transfer to new territories and intermediaries; D.2 Network animation; D.3 Capitalisation in new initiatives.

5. GOVERNANCE OF THE ACTION PLAN

The implementation of the Action Plan is coordinated by the post-project coordination group, established under Action D.1 before project closure. The group is composed of:

- t2i, as Lead Partner and leader of Activity 3.2, which chairs the group;
- the WP leaders;
- the partners acting as leaders of the actions of Chapter 5.

The group has two mandates: (i) coordinating the implementation of the actions of the Plan and the annual monitoring check-in (Chapter 9); (ii) maintaining and updating the SYMCRAFT toolkit and animating the network. Each action in Chapter 5 has its own responsible actor, who reports to the group at the annual check-in.

The partnership retains the decision-making on the use of the Strategy and of the Action Plan, which remain openly accessible through the partners' websites. New organisations may join the network through the coordination group.

6. COMMITMENT AND ENDORSEMENT

The commitment to this Action Plan is formalised at two levels, reflecting the different role of the signatories:

Project partners. Each partner signs a Letter of Interest (D.3.2.2) committing to implement the SYMCRAFT Strategy (O.1.1) and this Action Plan (O.3.4), and identifying the actions of Chapter 5 it leads or is involved in.

Associated Strategic Partners and other local players. ASPs and other relevant local players endorse the Strategy and the Action Plan through a simplified endorsement letter, reflecting their supporting role (dissemination, outreach, policy endorsement).

The uptake of the three solutions (O.3.1, O.3.2, O.3.3) is not the object of these letters: it is defined within Activity 3.1 through the partners' uptake plans included in the pilot action evaluation (D.3.1.1-D.3.1.3).

The Plan is discussed with local players during the workshops of Activity 3.3 to secure their endorsement and define follow-up steps; endorsement remains open after project closure through the coordination group.

7. CONTRIBUTION TO THE PROJECT RESULTS

The approval and endorsement of this document deliver the output and results committed in the Application Form, measured against the Interreg CENTRAL EUROPE Programme indicators:

Project result (programme indicator)	How the endorsement of this document contributes	Target	Means of verification
RC083_2.3 - Strategies and action plans jointly developed	The joint approval of this Plan by the partnership delivers output O.3.4 - SYMCRAFT Action Plan, which together with O.1.1 - SYMCRAFT Strategy makes up the project target.	1 (of 2)	Delivery and approval of D.3.2.1
RCR79_2.3 - Joint strategies and action plans taken up by organisations	Through the Letters of Interest the partners formally take up the Strategy (O.1.1) and the Action Plan (O.3.4); ASP endorsement letters reinforce the uptake.	2	Letters of Interest of the partners (D.3.2.2); endorsement letters of the ASPs
RCR84_2.3 - Organisations cooperating across borders after project completion	The continuation of the network and its periodic meetings (Field D), coordinated by the group, sustain the cooperation of the organisations involved in O.1.2 - Organizations cooperating among the borders.	25	Annual check-in of the coordination group; participation records

The chain is explicit: the approval of the Plan delivers RC083_2.3 (O.3.4); the Letters of Interest count towards RCR79_2.3; the continuation of the network under Field D delivers RCR84_2.3. The result indicator RCR104_2.3 - Solutions taken up or up-scaled by organisations is linked to the solutions O.3.1-O.3.3 and is achieved through the uptake path of Activity 3.1, outside the scope of this Plan.

8. MONITORING

A light monitoring framework allows the partnership to verify the implementation of the Plan and the durability of the Strategy. The post-project coordination group carries out this verification annually, based on the indicators of Chapter 8.

The group may also track simple operational indicators - companies and artisans assisted, new industry-handicraft collaborations started, policy documents referring to the Strategy, training and dissemination events - shared at the annual check-in. Each responsible actor reports on the progress of its actions; results are summarised in a short annual note circulated to partners and ASPs.