

FY2026 J-Bridge Program Coordinator Specification Document

JETRO San Francisco

1. Project Purpose

This project aims to accelerate collaboration and cooperation between US companies and Japanese J-Bridge member companies, that contributes to the strengthening of innovation and improvement of productivity in Japan.

2. Contract Period

The Contract date: The contract start date to March 31, 2027.

3. Details of work

The details of the Contracted Services are as follows.

(1) Organizer: JETRO *Co-organizer: contractor

(2) Target fields: J-Bridge will focus on the digital and green sectors as its two priority areas, while flexibly supporting projects in relevant industries that contribute to the creation of innovation and contribute to solving social issues in local communities in Japan and abroad.

(3) Service Users: Five J-Bridge member companies* will be confirmed during the contract period.

* companies that take on the challenge of developing innovative products, services, and business models, and aim for rapid growth through digital technologies.

* companies include Japanese SMEs and large corporates, both in Japan and the US.

(4) Deliverables:

a. Mentoring/Discussion

- 3 meetings per 1 company (up to 60 minutes each).
- This includes research and discussions to identify opportunities for growth, designing and improving business models or strategies.
- Meetings may be conducted online and/or in-person.

b. Reporting

- 1 report per 1 company
- This includes relevant market analysis, competitor research, and a list of startups in the targeted market. The list should be shared to JETRO before finalizing in order to

- avoid contacting existing clients of JETRO.
- Intelligence report should be compiled and shared to the companies and JETRO.
- c. Business Matching
 - Once, but not limited to, per 1 company
 - This includes introducing the company to one of the startups listed in the list mentioned above as a possible candidate partner, according to the needs of companies.
- 4. Place of Delivery
 - JETRO San Francisco Office.
- 5. Budget
 - US\$75,000.00
- 6. Miscellaneous:
 - a. Payment
 - JETRO shall pay the total amount within 30 days (payment due date) from the date of receipt of the invoice.
 - b. Language to be used: English
 - c. Points to note
 - Startups to be listed are preferred to be in the US.