= iSTORMY =

EUROPEAN COMMISSION

HORIZON 2020 PROGRAMME – TOPIC: Hybridisation of battery systems for stationary energy storage

Interoperable, modular and Smart hybrid energy STORage systeM for stationarY applications

GRANT AGREEMENT No. 963527

Deliverable Report

D6.1 – Project website, including Project templates (reports, presentations, logo), database for Dissemination purposes

Deliverable No.	iSTORMY D6.1	
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Deliverable Title	Project website, including Project templates (reports, presentations, logo), database for Dissemination purposes	
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Reviewed by	/	
Approved by	Project Coordinator	17-03-2021
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Disclaimer/ Acknowledgment

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Publishable summary

iSTORMY is a Research Innovation Action, wherein effective dissemination and communication is especially important to ensure adoption of the developed technologies during and after the project. The purpose of the dissemination and communication activities is to - raise awareness, inform, engage, promote and ensure that the results will be sustained after the project.

This deliverable describes the iSTORMY project identity, consisting of project logo, website, templates for reports and presentations, and the explanation of the setting up and use of the dissemination database (possible stakeholders and/or end users, interest groups, contact details and general info).

The deliverable also shows the setup of the project templates, which incorporate the graphical logo which was created uniquely for the project. The templates are created to support project presentations, deliverables, meeting documents and reporting requirements. Usage of standard templates ensure that there is consistency and conciseness in the way work is carried out and presented through the project duration.

The colour theme of the logo was used to further design the website and communication materials for the project. The website was launched on 1 March 2021, under the domain www.istormy.eu. Furthermore, a short description of the possible project flyer is presented.

Finally, this document reports on the setting up of a dissemination contact database, meant to collect contact details from possible stakeholders for dissemination purposes.

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1 Introduction

The overall aim of WP6 - Dissemination, exploitation strategies, Valorisation – is to make certain that the results achieved, and the impacts made during the project will be maximised to the fullest and generated to the widest possible group of potential users. This will be done while considering environmental, scientific, economic, commercial, and societal aspects. Therefore, the following objectives have been recognized:

- Valorisation & Evaluation of the different use cases
- Strategies for efficiency and cost optimization & (Political) recommendations
- Set-up and maintenance of adequate dissemination and external communication activities
- Set-up and follow-up of adequate (preparative) exploitation activities

Dissemination is important for the project as it is a process of promotion and raising awareness after the project starts till the end of the project. The process makes results known to various stakeholder groups (like professional organisations, industries, research peers, policymakers) and other projects who are interested in the topic and the project itself. A well-defined dissemination and exploitation strategy is vital to present the project results and establish guidelines for consistent working ethics for WP6.

This document is the first deliverable for WP6 (Deliverable 6.1) and describes the creation of the iSTORMY logo (with colour scheme), the presentation/document templates, the creation of the project flyer/leaflet, the dissemination database and the iSTORMY website that have been developed. The graphical identity is important for consistent and recognizable communication and dissemination by the consortium of the project and public audience.

The project identity and dissemination tools were developed by Uniresearch (UNR), with contributions from all partners.

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2   iSTORMY identity

A graphical project identity has been created with visual elements to represent the project. The graphical identity includes logo, fonts, colours and templates for presentations and text documents (templates described in chapter 3).
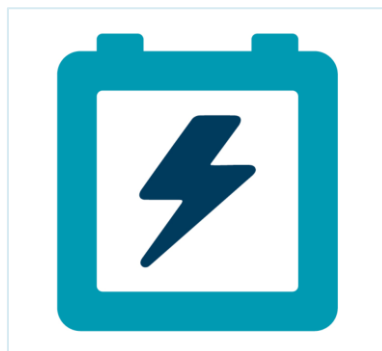
2.1 iSTORMY logo

An exclusive logo (Figure 2-1) and icon (Figure 2-2) for the iSTORMY project was created in several formats and different resolutions, so it can be used for the dissemination tools (website, templates, flyers etc.).

Figure 2-1 iSTORMY logo

Figure 2-2 iSTORMY icon

Additionally, a colour scheme from the logo has been established to create templates and other dissemination tools coherent with the logo as seen in Figure 2-3.

Figure 2-3 iSTORMY logo with colour scheme

PANTONE 302 (Blue)
C: 100 M: 49 Y: 12 K: 58
R: 0 G: 65 B: 101
HTML: 004165

PANTONE 320 (Blue/Green)
C: 100 M: 0 Y: 30 K: 2
R: 0 G: 154 B: 166
HTML: 009AA6

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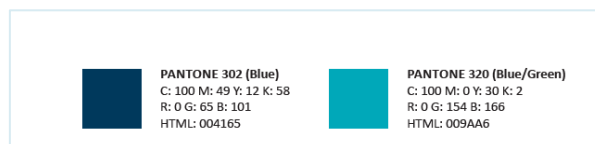
2.2 Project flyer and Poster

A project flyer or leaflet will be created for the iSTORMY project within the upcoming weeks. The purpose of the flyer is to create awareness about the project and will be available as online document as well as printable copies for the consortium partners. The flyer will also be available on the website. The colours and graphics on the flyer will match the logo to remain consistent with the project identity. The document will contain important and understandable information regarding iSTORMY; the partners, objectives of the project, facts and figures, and the impact of the project's goal. Contact details of the Project coordinator and management will be included.

Additionally, if required, a setup for future dissemination purposes to generate the iSTORMY image will be created in the form of a poster. Pictures and text will be added according to the necessary information and topic.

2.3 Project Newsletter

On a 6-monthly basis, an electronic newsletter will be published for the general public. The newsletter will contain results that have been made during the last 6 months, important information about the project and other interesting items to share with the general public. The information will be non-confidential and will be accompanied by visuals. Each electronic newsletter will include a sentence to acknowledge the EU funding (further information to be found in chapter 4.1.7), and the iSTORMY logo. A set-up for the first newsletter is displayed in Figure 2-4.

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Figure 2-4 Set-up iSTORMY newsletter

This email has been sent to you, because you have shown interest in the iSTORMY project before and/or are somehow linked to it. In case you would like to recieve future updates regarding the project, please don't forget to subscribe to the iSTORMY newsletter.

The iSTORMY website is live!

A text about the project

Kick off Meeting to start the project

To add text about the project's Kick off Meeting

Facts and figures

- **Project full name:** Interoperable, modular and Smart hybrid energy STORage systeM for stationarY applications
- **Project acronym:** iSTORMY
- **Start date:** 1 December 2020
- **Duration:** 42 months
- **Total budget and funding:** 3.41 M€
- **Partners:** 12

Introduction Video

To add the introduction video once ready

This project has received funding from the European Union's Horizon 2020 research and innovation programme under Grant Agreement no. 963527.

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3   Project templates
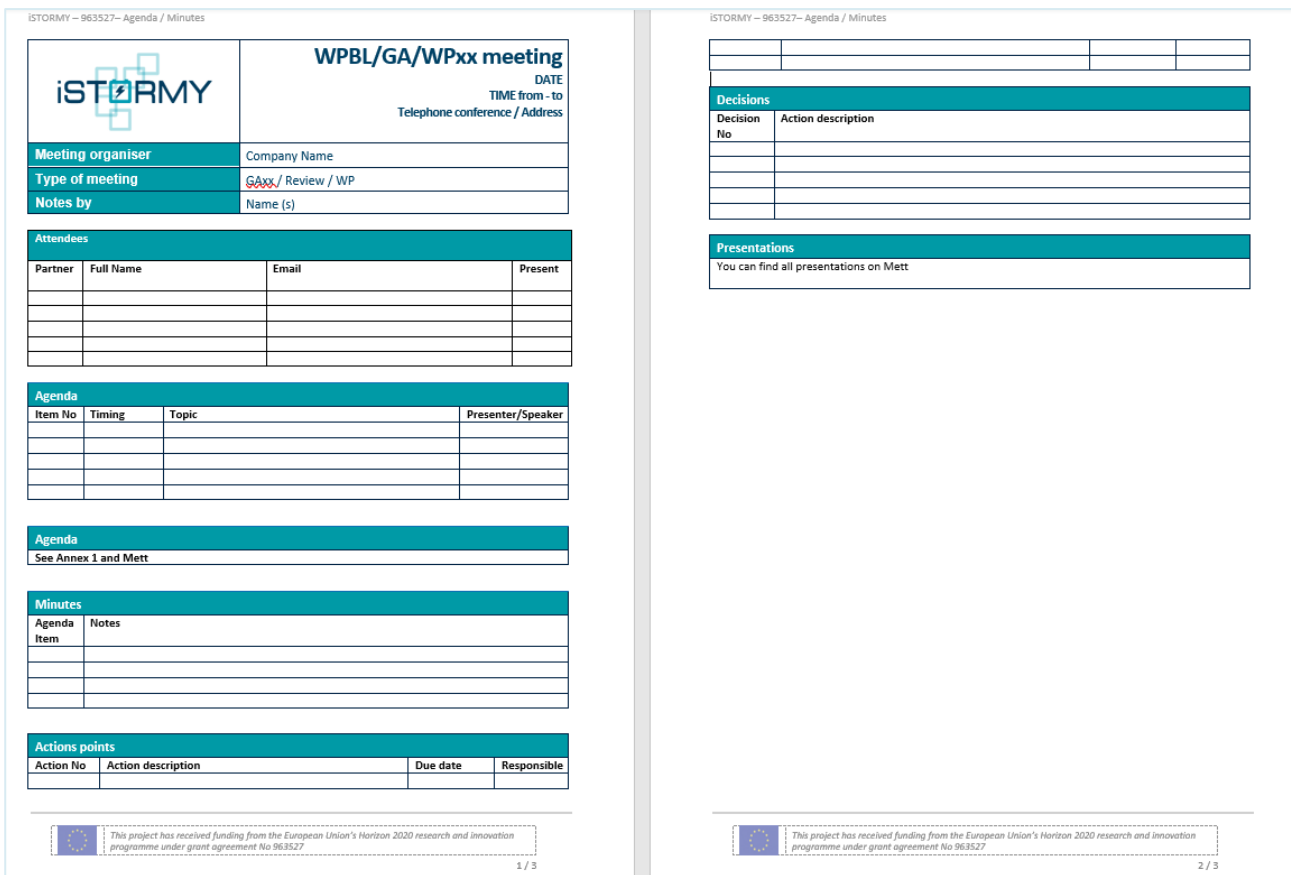
To support the management of the project and to accommodate and support the partners in their activities a set of templates has been developed that enable the correct use of iSTORMY's project identity.

3.1 Document templates

For the project, multiple document templates have been created:

- **Template Agenda and Minutes for meetings**: Figure 3-1 displays the created template of an agenda and minutes for a meeting.

Figure 3-1 Meeting Agenda and Minutes

- **Deliverable template**: is used by the partners to report on the project deliverables (see Figure 3-2). It contains all the necessary parts of the reports, such as front/title page, executive publishable summary (when the document is confidential), general part of the work performed, conclusions, risk registry and acknowledgement.

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Figure 3-2 Deliverable template

- **Milestone template**: is used by the partners to report on a milestone achieved for the project deliverables (see Figure 3-3). It is a simple document to report what has been achieved, how it has been achieved, when and by whom.

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Figure 3-3 Milestone template

- **News item template for results and events:** have been created for dissemination purposes. Partners use these templates to write an item on results that have been made for the project (Figure 3-4) and to write an item on an event that has been attended by a project partner to disseminate the project (Figure 3-5).

Figure 3-4 News item template: results

Figure 3-5 News item template: events

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3.2 PowerPoint templates

A presentation template is used to create the presentations of the iSTORMY meetings and conferences. As the project will have different meetings, a template for the General Assemblies (Figure 3-6) and for the Monthly project telecalls (Figure 3-7) has been created. Additionally, a general PowerPoint template for the project is available for the project partners to use for conferences/workshops interesting for iSTORMY (as seen in Figure 3-8).

Figure 3-6 PowerPoint template: General Assembly
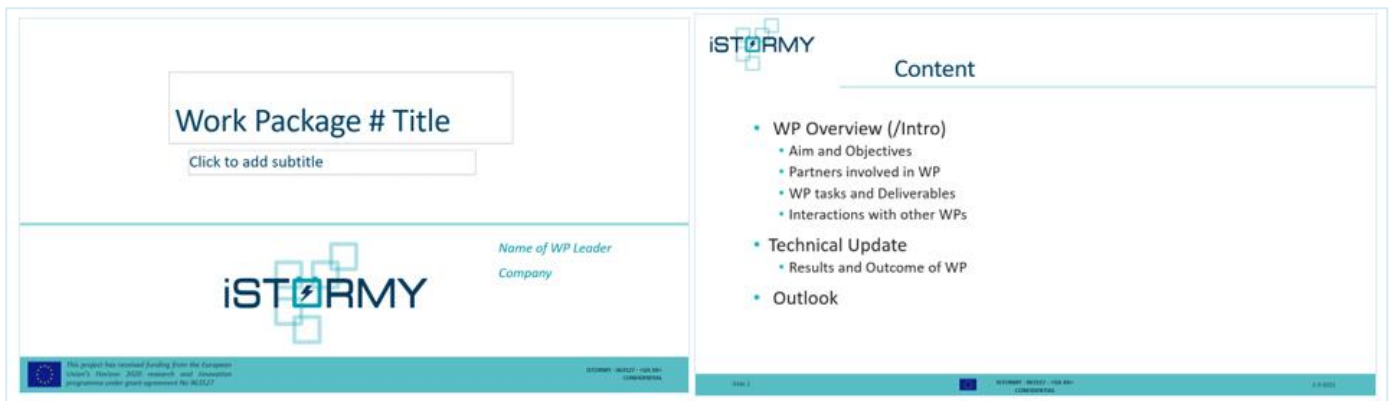

Figure 3-7 PowerPoint template: Monthly Meeting

Figure 3-8 PowerPoint template: General iSTORMY template

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3.3 Reports

For project monitoring purposes, an internal interim report procedure has been defined. With intervals of 6 months, partners will be requested to provide an update on the performed activities and effort consumed (both in terms of PM and budget). For this specific management tools, templates have been prepared by Uniresearch (more detailed information has been reported in D7.1-Project Management Plan). The template for the internal interim report is displayed in Figure 3-9 below.

Additionally, a template for the Periodic Reporting (technical part) will be set-up by Uniresearch and distributed among the consortium with instructions one – two week(s) prior to the first periodic reporting (M18).

Figure 3-9 iSTORMY internal interim report

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4 iSTORMY website

4.1 External public website

The iSTORMY public website (www.istormy.eu) has been designed for the project partners as well as to act as a contact point for third parties who are interested in the progress and outcomes of the project. All information displayed on the project website is updated and maintained on a regular basis.

4.1.1 Website structure

The website contains information about iSTORMY and its objectives, planned actions from the Work Packages and impact. The structure of the website needs to be easy to navigate through and allow the visitor to find the information without having to click through many pages. To achieve this, the website is divided into a homepage with 4 main subpages: project, results, news and events and partners. See Figure 4-1 for more details.

Figure 4-1 Website structure

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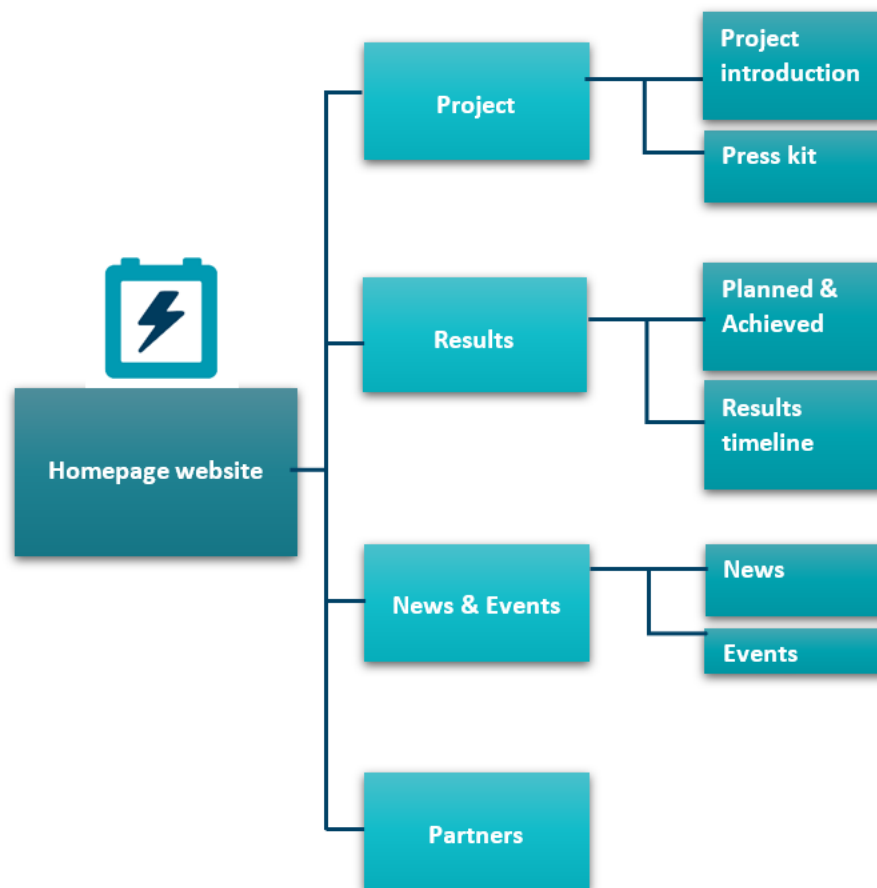
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4.1.2 Homepage

A screenshot of the homepage can be seen in Figure 4-2. The layout of the homepage allows visitors to view the main aspects of the project by scrolling down through the page. The main aspects on the homepage are:

1. A short introduction of iSTORMY's, in which its goal is listed, with a link to the project introduction.
2. Facts and Figures of the project with logos of the partners.
3. A link to the main results.
4. A map with the location of the project partners.
5. Links and items for news
6. The iSTORMY concept in one picture.
7. Planned actions.
8. Links and items for results.
9. Downloads which will become available for the project (e.g., a flyer and an introduction newsletter).
10. Contact information of the project coordinator and management.

The website has an attractive format supported by a considerable number of hyperlinks. One the right side of the page, a direct link to social media (Facebook, twitter, LinkedIn) is also available.

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Figure 4-2 Website homepage

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4.1.3 Project

The section "Project" is divided in two subsections: Project introduction and Press kit. These subsections will appear after clicking on "Project" as seen in figure 4-3.
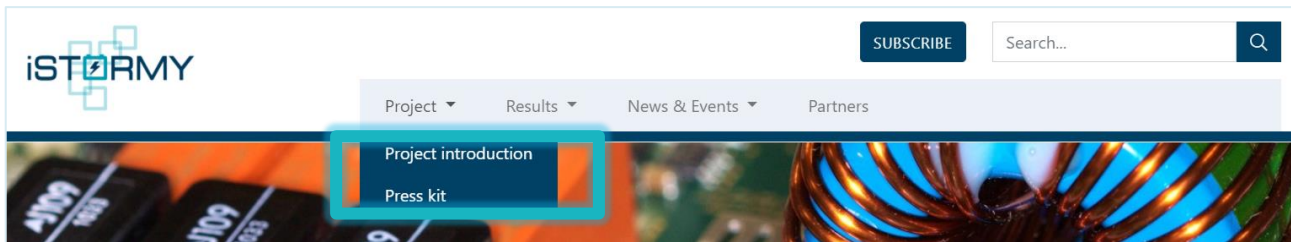
Figure 4-3 subsections Project

In the subsection "Project introduction", an interactive overview of the project is given in the form of a Microsoft Sway. When scrolling though the sway, the main objectives, partners and other information about the project appears.
In the subsection "Press kit", the iSTORMY logo and bullets as well as iSTORMY's mission and the main press contacts are found. Once available, the project flyer will be added on this page.

4.1.4 Results

For iSTORMY, the section "Results" is the most important section of the website as it displays the main results achieved during the project. The section is divided in two subsections: "Planned & Achieved" and "Result timeline".

"Planned & Achieved" gives an overview of the project's eight Work Packages (named 'Results' on the website). Each WP has its own page in which the main objectives and deliverables (named 'reports' on the website) are listed. Once a deliverable has been accepted by the European Commission, a link to the document will be added to the website. If a deliverable is listed as confidential, a public summary will be added.
An example of Work Package 1 can be seen in Figure 4-4. The deliverables can be seen in the box and will be updated once available.

Figure 4-4 Example Work Package 1

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Subsection "Results Timeline" includes a timeline in which results achieved by the project will be displayed (see figure 4-5). The results will be ordered by month from the start of the project in December 2020 to its completion in May 2024. Results will be added regularly.
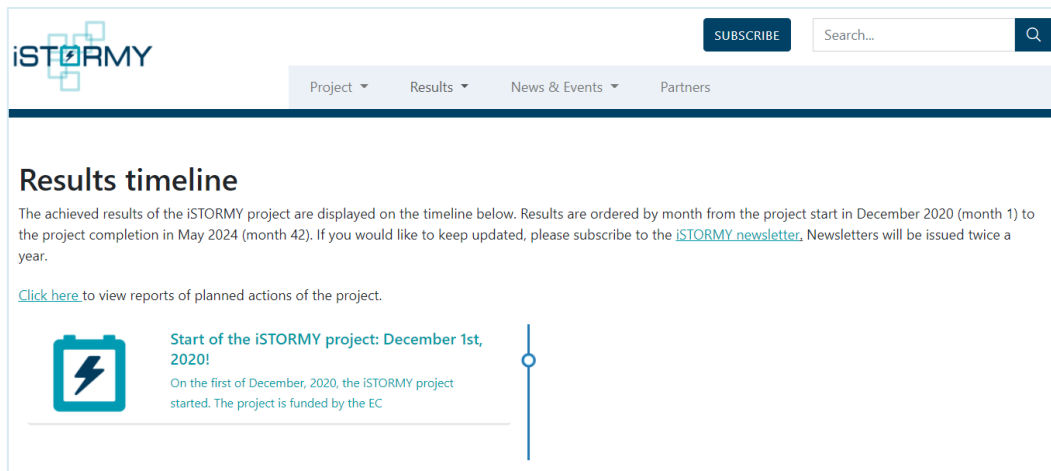
Figure 4-5 Timeline Achieved Results

4.1.5   News and Events

This section has also been divided into two subsections: "News" and "Events".
Under the subsection "News", topics directly or indirectly related to the project, as well as press releases, workshops, conferences, meetings, initiatives, demonstrations, and activities will be added regularly with input from the consortium (see figure 4-6).
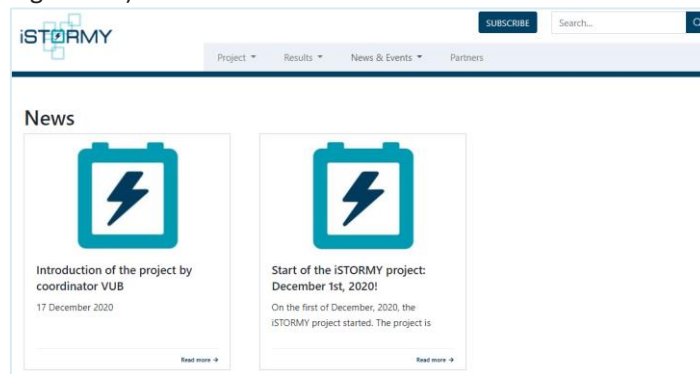
Figure 4-6 iSTORMY News item

Under subsection "Events", (online) conferences, workshops and other interesting events directly or indirectly related to the project will be added regularly, with input from the partners (see figure 4-7).

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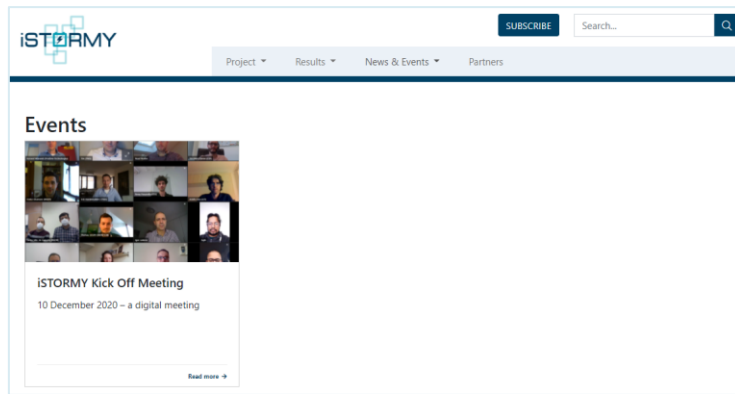
Figure 4-7 iSTORMY Events item

4.1.6 Partners

The partners involved in the iSTORMY project are presented on the website with their logo and location of their organisation. A short description of the organisation and a link to their website can be found when clicking on the logo of the partner. An overview of the content and style of the consortium page is given in Figure 4-8.

Figure 4-8 Overview consortium page

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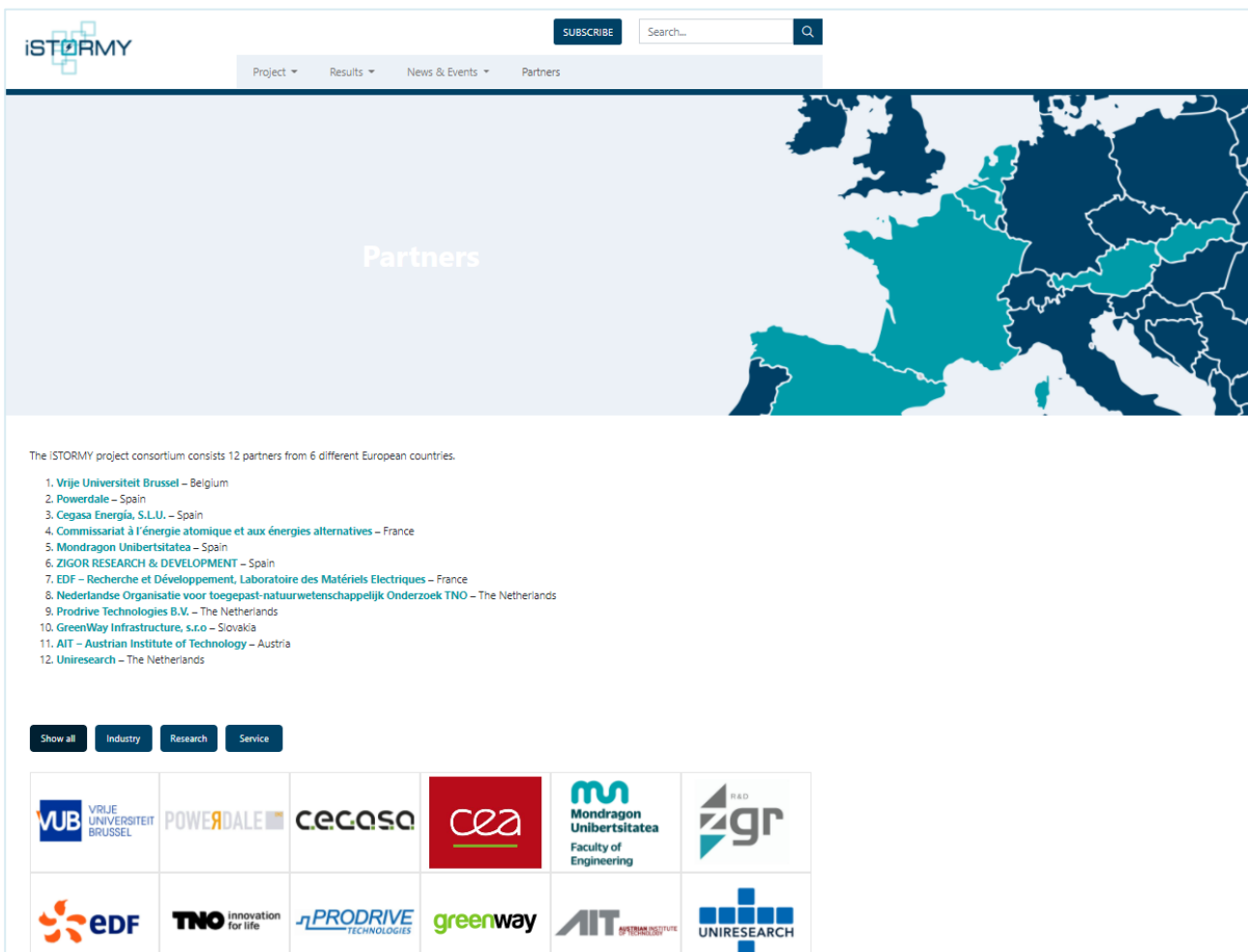
4.1.7 Website Acknowledgements

The acknowledgement of the EU funding has been included on every page of the website. The acknowledgement consists of the European Union Flag and the text "This project has received funding from the European Union's Horizon 2020 research and innovation programme under Grant Agreement no. 963527" as seen in figure 4-9. Additionally, a disclaimer/copyright page has been included on the website, which indicates that the provider of the iSTORMY website, Uniresearch, is not responsible for the accuracy or content of information contained in these sites.

Figure 4-9 Website EU Acknowledgement

4.2 Internal consortium platform

In order for the iSTORMY consortium to exchange project related documents in a safe and restricted environment, the online document sharing platform Mett is being used. Mett is not connected to the public website and functions as intranet and repository for the partners.

The platform has been divided into special pages for different topics related to the project (e.g. contracts, contact list, Work Packages, deliverables, templates, and more) as seen in figure 4-10.

Two groups of users have been created on Mett; a group for 'All Members' which includes all partners, and the iSTORMY Coordination Group which includes the coordinator of the project. The group for all members has more restrictions when adding/deleting documents whereas the coordinator has no restrictions. This decision has been made to maintain a well-ordered and regulated document exchange platform.

Figure 4-10 Mett documents navigation

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5   Dissemination database

During the project iSTORMY, a dissemination database will be kept and updated on a regular basis. Communication will be aimed at target audiences and groups, such as AABC Europe, Battery 2030+, Battery Show Europe, legislative and regulatory authorities, standardization committees and special interest groups linked to the project.
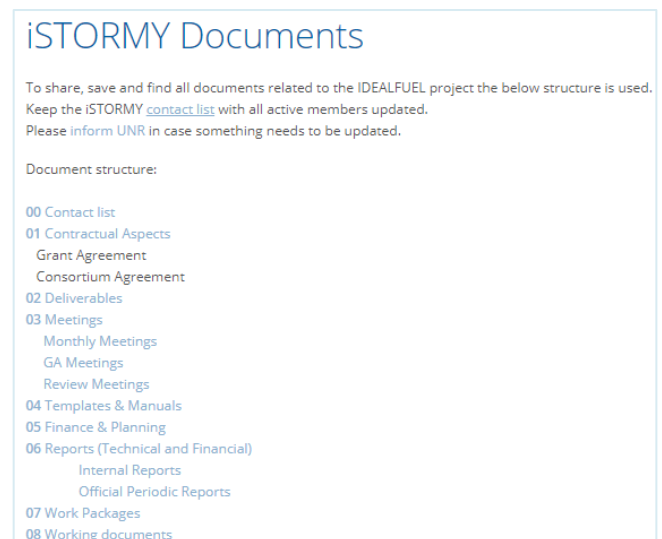
The structure of the dissemination database has been created by Uniresearch. Contacts and information will be added during the entire project lifetime. The source of the contacts for dissemination purposes are the partners (their clients, collaborators), possible linked projects and the website (via the 'subscribe' option, which is available on the website in the right upper corner).

In the dissemination database the following information should be filled in for each new contact:
- Name organisation
- Department
- Country and Postal Address
- Full name
- Email address
- Focus and type of organisation (research, local authority, Energy Company, EU Commission, Legislation/standardization, etc.)
- Connection to the project

Figure 5-1 displays an example of the dissemination database template in Excel. The dissemination database will be saved in the project restricted area (no public access to the data) and will be managed in compliance with the GDPR (General Data Protection Regulation) by Uniresearch.

Name organisation	Department	place	country	Website	kind of institute/organisat	full name	email address	iSTORMY info se	source	Remarks

Figure 5-1 Dissemination database template

The dissemination and communication activities for the project will be further explained in the dissemination plan of deliverable 6.2, which is planned in M18 of the project.

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6 Risk Register

No risks related to D6.1 have been identified.

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Acknowledgement

The author(s) would like to thank the partners in the project for their valuable comments on previous drafts and for performing the review.

Project partners:

#	Partner short name	Partner Full Name
1	VUB	VRIJE UNIVERSITEIT BRUSSEL
2	PWD	POWERDALE
3	CEG	CEGASA ENERGIA S.L.U.
4	CEA	COMMISSARIAT A L ENERGIE ATOMIQUE ET AUX ENERGIES ALTERNATIVES
5	MGEP	MONDRAGON GOI ESKOLA POLITEKNIKOA JOSE MARIA ARIZMENDIARRIETA S COOP
6	ZIG	ZIGOR RESEARCH & DEVELOPMENT AIE
7	EDF	ELECTRICITE DE FRANCE
8	TNO	NEDERLANDSE ORGANISATIE VOOR TOEGEPAST NATUURWETENSCHAPPELIJK ONDERZOEK TNO
9	PT	PRODRIVE TECHNOLOGIES BV
10	GW	GREENWAY INFRASTRUCTURE SRO
11	AIT	AIT AUSTRIAN INSTITUTE OF TECHNOLOGY GMBH
12	UNR	UNIRESEARCH BV

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