

EUROPEAN COMMISSION
HORIZON 2020 PROGRAMME - TOPIC H2020-LC-BAT-2020
Sodium-Ion and sodium Metal Batteries for efficient and sustainable
next-generation energy storage

GRANT AGREEMENT No. 963542



SIMBA – Deliverable Report
D7.1 – Dissemination tools
(website, flyer, project templates)

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Related WP	7	
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Publishable summary

Useful dissemination and communication are important to ensure adoption of the SIMBA technologies during and after the project. This deliverable describes the SIMBA dissemination tools including project logo, website, templates for reports and presentations, flyer, and newsletter. The templates are created to support project presentations, deliverable reporting, meetings and internal reporting. Usage of standard templates ensure that there is consistency and conciseness in the way work is presented through the project duration.

Contents

1	Purpose of the document	6
	Document structure	6
	Deviations from original description in the Grant Agreement Annex 1 Part A.....	6
1.1.1	Descriptions of work related to deliverable in GA Annex 1 – Part A.....	6
1.1.2	Time deviations from original planning in GA Annex 1 – Part A	6
1.1.3	Content deviations from original plan in GA Annex 1 – Part A	6
2	Introduction	7
3	SIMBA Logo	8
4	Templates	8
5	Mett	11
6	Project Website	12
	Homepage	12
	Navigation menu system	13
	Project Introduction	13
	Project Concept	14
	Press Kit	14
	Results	15
	News & Events.....	16
	Partners	16
	Keep updated	17
7	Newsletter	19
8	Flyer	19
	Appendix A- Acknowledgement.....	21
	Appendix C – Disclaimer/Acknowledgement	22
	Appendix D Quality Assurance	23

Figures

Figure 1 - Project Logo.....	8
Figure 2 - Internal technical report template.....	9
Figure 3 - Deliverable template	9
Figure 4 - GA & EB presentation template	9
Figure 5 - GA & EB Agenda and minutes template.....	10
Figure 6 - Mett.....	11
Figure 7 - Homepage	13
Figure 8 - Project Introduction	14
Figure 9 - Project Concept	14
Figure 10 - Press Kit	15
Figure 11 - Planned & Achieved	15
Figure 12 - Results Through Time.....	16
Figure 13 - News & Events.....	16

Figure 14 - Partners	17
Figure 15 - TUDa & ELKEM partner page.....	17
Figure 16 - Keep updated	18
Figure 17 - Newsletter.....	19
Figure 18 - Flyer.....	20

1 Purpose of the document

Document structure

Chapter 2 Introduction
Chapter 3 SIMBA Logo
Chapter 4 Templates
Chapter 5 Mett
Chapter 6 Project website
Chapter 7 Newsletter
Chapter 8 Flyer

Deviations from original description in the Grant Agreement Annex 1 Part A

1.1.1 Descriptions of work related to deliverable in GA Annex 1 – Part A

N/A

1.1.2 Time deviations from original planning in GA Annex 1 – Part A

N/A

1.1.3 Content deviations from original plan in GA Annex 1 – Part A

N/A

2 Introduction

The overall aim of WP7 - Dissemination, exploitation, communication, and data management - is to increase the visibility of SIMBA and support the impact of the project. To ensure this aim is achieved, the necessary dissemination and communication activities will be planned and undertaken. In addition, a continuous evaluation of impact and planning of exploitation activities are included. The WP7 objectives are:

- To maximize the dissemination of results and to express them in terms that are readily understandable to stakeholders in industry, suppliers and authorities in order to accelerate the implementation of the research findings;
- To promote the dissemination of the project findings through presentations at webinars, technical conferences, scientific publications and the project website;
- To contribute to increase the visibility and synergies between H2020 supported actions;
- To facilitate technology transfer and accelerate dissemination of the on-going project activities;
- To achieve an optimum knowledge management including appropriate handling of IPR; implementation and exploitation of the obtained results.
- To achieve a data management sharing data platform on materials.

Dissemination is the public disclosure of the results of the project in any medium. It is a process of promotion and awareness-raising right from the beginning of a project. It makes results known to various stakeholder groups (like research peers, industry and other commercial actors, professional organisations, policymakers) in a targeted way, to enable them to use the results in their own work. To ensure maximum outreach of the project activities and results, it is of paramount importance to have a dissemination and communication strategy. This document describes the creation of the SIMBA project website, the flyer, the newsletter, and the project templates. The dissemination tools were developed by Uniresearch (UNR).

The dissemination tools are created as part of ST7.1.1: Dissemination tools and materials. Within this task the main objective is to plan the dissemination and communication activities and to provide the necessary material and support to perform the activities. This includes (1) the establishment of a project “corporate” identity with project website and supporting dissemination material and (2) the planning of dissemination activities towards target groups identified, including tailoring of information to the specific needs of the target group.

3 SIMBA Logo

Below, in figure 1, you can find the logo that has been created for this project. During the project, the logo, the icon, and the colors will be used on all dissemination tools.

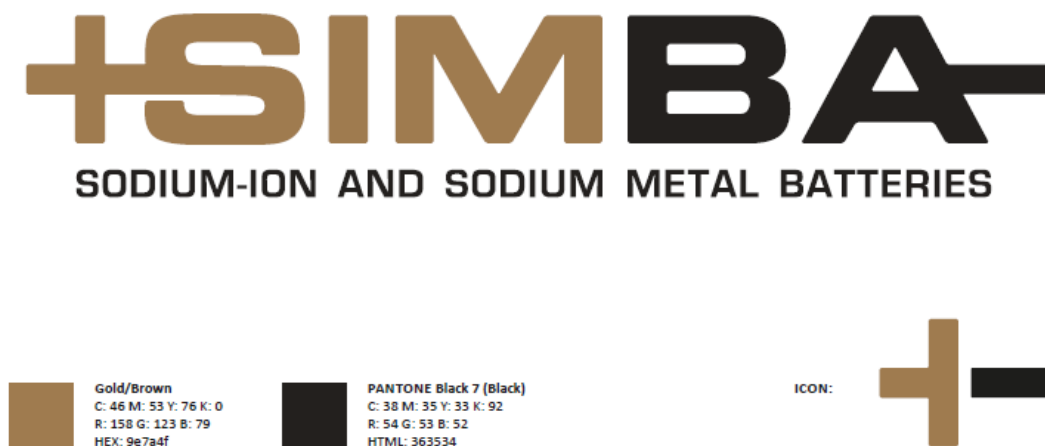



Figure 1 - Project Logo

4 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:

- Template for internal technical reporting; is for the internal monitoring procedure/system of the activities, carried out within SIMBA each 6 months (see Figure 2)
- Template for deliverables; is used by the partners to report on the project deliverables. It contains all the necessary parts of the deliverable reports, like front/title page, publishable summary, description of work performed, conclusions, risk registry and acknowledgement (see Figure 3).
- Template for GA/EB presentations; including Gantt chart, objectives of the WP, progress, risk identification, status of milestones and deliverables, publications, and conferences, planned activities next 6 months (GA) (see Figure 4).
- Template for GA/EB agenda & minutes; is used to create the meeting agenda and minutes of online and offline meetings (see Figure 5).

Additionally an introduction presentation has been created in which the core values and aims of the SIMBA project are explained.



Internal Technical Report: Work progress and achievements during the period M1-M6 (1st January 2019 – 30th June 2020)


Partners contributing:
All project [partners](#)

Task Undertaken (at WP level):
WP1: Specification of KPIs and use cases including reuse and [recycling](#)

Partner	WP
01 - TUOs	
02 - UIU	
03 - KIT	
04 - WMS	
05 - VIT	
06 - CEA	
07 - IPE	
08 - SAS	
09 - JRC	
10 - JRC	
11 - E.ON	
12 - JRC	
13 - JRC	
14 - JRC	
Total	

01 - TUOs	
02 - UIU	
03 - KIT	
04 - WMS	
05 - VIT	
06 - CEA	
07 - IPE	
08 - SAS	
09 - JRC	
10 - JRC	
11 - E.ON	
12 - JRC	
13 - JRC	
14 - JRC	

Deviations from Annex I →
Non achievement of objectives →
Corrective actions →




WP2: Lab scale material and process development

Partner	WP
01 - TUOs	
02 - UIU	
03 - KIT	
04 - WMS	
05 - VIT	
06 - CEA	
07 - IPE	
08 - SAS	
09 - JRC	
10 - JRC	
11 - E.ON	
12 - JRC	
13 - JRC	
14 - JRC	
Total	

01 - TUOs	
02 - UIU	
03 - KIT	
04 - WMS	
05 - VIT	
06 - CEA	
07 - IPE	
08 - SAS	
09 - JRC	
10 - JRC	
11 - E.ON	
12 - JRC	
13 - JRC	
14 - JRC	

Deviations from Annex I →
Non achievement of objectives →
Corrective actions →



WP3: Ion transport and interface properties


Partner	WP
01 - TUOs	
02 - UIU	
03 - KIT	
04 - WMS	
05 - VIT	
06 - CEA	
07 - IPE	
08 - SAS	
09 - JRC	
10 - JRC	
11 - E.ON	
12 - JRC	
13 - JRC	
14 - JRC	
Total	

01 - TUOs	
02 - UIU	
03 - KIT	
04 - WMS	
05 - VIT	
06 - CEA	
07 - IPE	
08 - SAS	
09 - JRC	
10 - JRC	
11 - E.ON	
12 - JRC	
13 - JRC	
14 - JRC	

Deviations from Annex I →
Non achievement of objectives →
Corrective actions →


Figure 2 - Internal technical report template

GA No. 963542




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SIMBA – Deliverable Report
<< **Dx.xx** – Title of Deliverable >>

GA No. 963542



Deliverable No.	SIMBA Dx.xx
Report WP	
Deliverable Title	Title of Deliverable
Deliverable Date	xxx-xx-xx
Deliverable Type	REPORT / DEMONSTRATOR / WEBSITE etc. / OTHER
Dissemination level	Confidential – member only (CO) / Classified (CL) / Public (PU)
Written By	Name Author (xxxxxx short name) xxxx -mm-dd
Checked by	Name WP leader (Organisation short name) xxxx -mm-dd
Reviewed by	Name Reviewer 2 (Organisation short name) xxxx -mm-dd
Approved by	Name (Organisation short name) xxxx -mm-dd
Status	Draft 1.0 / Draft 2.0 / Final


Instructions for completing the title page and header/**Page**:

On the title page:
All items need to be filled **etc.**
Where **NAME** is stated a person needs to be mentioned
Where **ORGANISATION** is stated the short name for the **xxxxxx** needs to be provided
Include the level of Dissemination as stated in **Dx.xx**: Confidential (CO) / Classified (CL) / Public (PU)

Complete in the footer
In the footer the **Dx.xx** Deliverable number followed with the title of the Deliverable in the next field
In the footer the level of Dissemination as stated in **Dx.xx**: Confidential (CO) / Classified (CL) / Public (PU)

*Levels of dissemination are:
Confidential (CO) = Confidential, only for members of the consortium (including the Commission Services)
Classified (CL) = Classified, as referred to in Commission Decision 2002/844/EC
Public (PU) = Open for the public, everyone

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Dx.xx – Title of Deliverable – CO/CL/PU

GA No. 963542



Publishable summary

Insert within half an hour of confidential deliverable/report or 1-2 pages in case of public reports/deliverables: explaining shortly the background, the Objectives for the task, the methods and the results of this deliverable. The publishable summary will be used for direct publications. This text will be copied to prepare the 'short public deliverable requested by the EC'

Dx.xx – Title of Deliverable – CO/CL/PU

Figure 3 - Deliverable template



Content

- Aim & objectives
- Tasks, deliverables & Milestones
- Partners
- Outlook next 6 months

WPx presentation

Name

Organisation



Figure 4 - GA & EB presentation template

SIMBA		Xx meeting	
SODIUM-ION AND SODIUM METAL BATTERIES		date place city country	
Meeting organiser:			
Type of meeting:			
Notes taken:			
Attendees:			
Signed attendance lists can be found here			
Agenda			
Item No.	Timing	Topic	Chair
1			

SIMBA	
SODIUM-ION AND SODIUM METAL BATTERIES	
Minutes	
"Short summary meeting"	
All presentation slides are available through the online collaboration platform Project Place:	
The minutes are broken down into relevant statements, decisions and action points that can be found in the tables here below.	

Statements		
Statement No.	Related to Agenda Item No.	Statement
01		
02		

Decisions	
Decision No.	Decision description
01	
02	

Actions			
Action No.	Action description	Due date	Responsible
01			
02			

Figure 5 - GA & EB Agenda and minutes template

5 Mett

Mett is an online tool used in SIMBA to share documents within the consortium (only accessible to the project partners). The tool is hosted by UNR. Documents can be downloaded, uploaded, commented, shared, and new versions can be processed. Examples of documents that are stored on Mett are contractual documents (GA, CA), (draft) deliverables, internal and periodic reports, meeting agendas and notes, templates, and manuals. Any personal data stored on the Mett Platform is processed in accordance with the applicable privacy legislation and the processing agreement concluded between UNR and Mett. In this agreement, UNR is the controller and Mett is the processor.

SIMBA Documents

To share, save and find all documents related to the SIMBA project the below structure is used.

Keep the [SIMBA contact list](#) with all active members updated.

Please [inform UNR](#) in case something needs to be updated.

Structure of documents in project:

1. Contractual
2. Deliverables
3. Tasks
4. Working documents
- + Meetings
 - Kick-off meeting
 - GA
 - WP meeting
6. Budget
7. Templates & Manuals

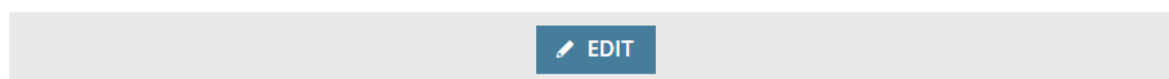


Figure 6 - Mett

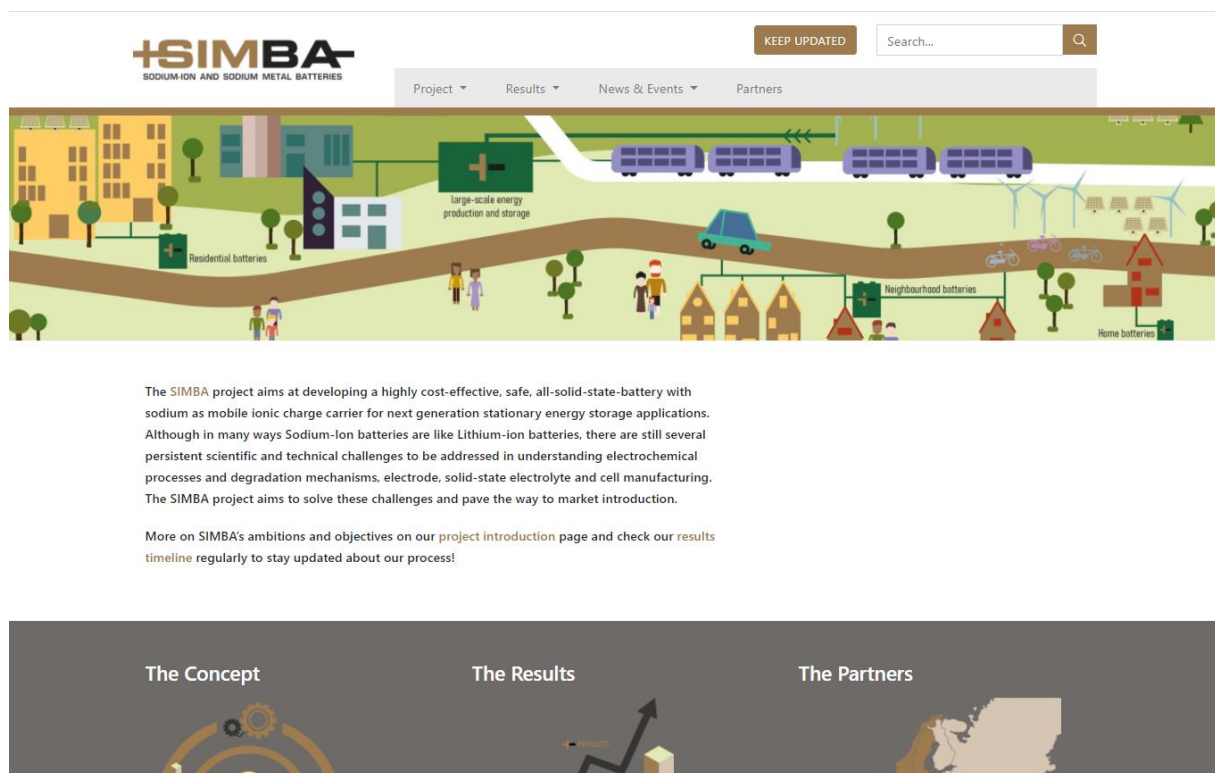
6 Project Website

The project website is the main tool to communicate information about the SIMBA project and its activities to a wide community. Next to the project website, SIMBA also uses the document exchange platform Mett (see Chapter 5) which is a partner restricted area.

The website will be updated during the project and maintained for several years thereafter. As can be seen in Figure 7, the website has an attractive format which is supported by icons and images that have a relation to the project. The purpose of this aspect is to give the website a modern and appealing look and feel. More images will be implemented on the website during the project execution e.g. when relevant project results are produced and made available for dissemination. The website has been designed to act as a contact point for third parties and the public who are interested in the progress and/or outcomes of the SIMBA project. It has a navigation menu structure which provides pages with different content.

Homepage

The homepage presents the fundamentals of the project, a summary of the project, a hyperlink to the concept, result and partner page, and updates from the news and events pages.



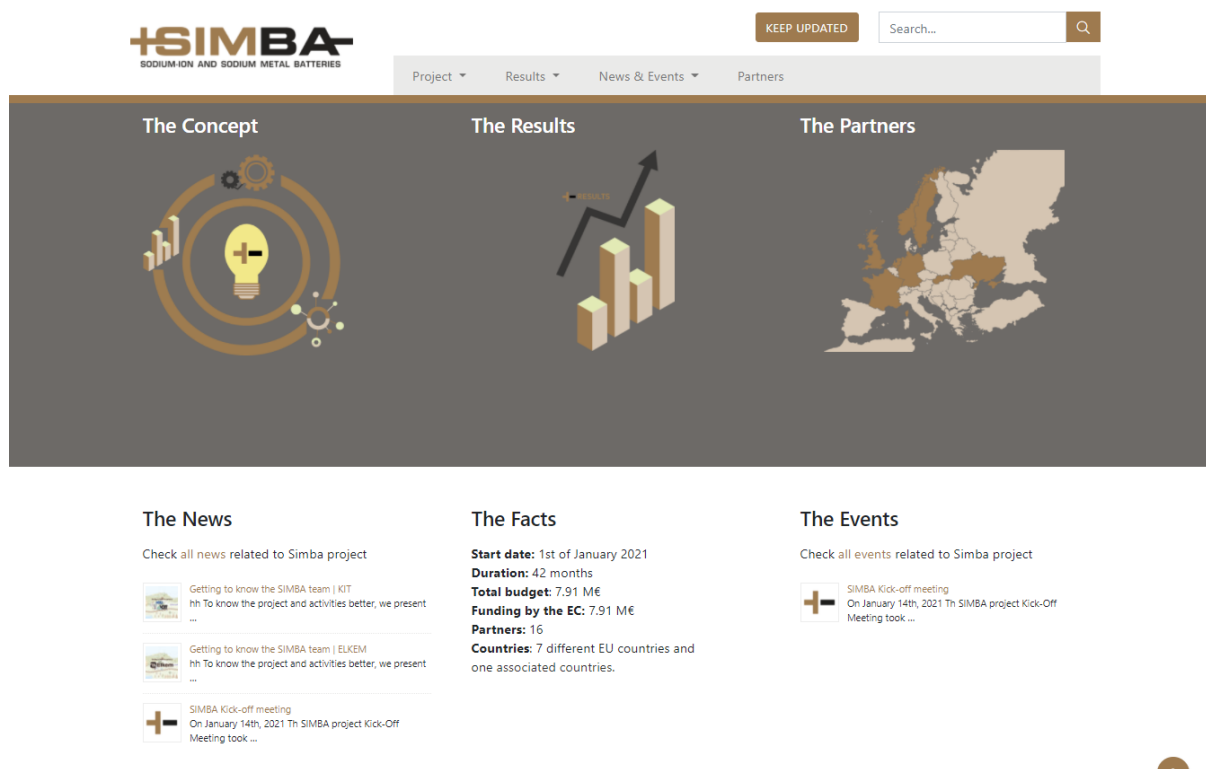


Figure 7 - Homepage

Navigation menu system

On the top of each page the navigation menu can be found. From the menu it is possible to select the following topics: Project and then project introduction, project concept and Press Kit, Results and then Planned & Achieved and Results Through Time, News & Events and Partners. The navigation menu is supported by a considerable number of hyperlinks which will lead the visitor to the right pages.

Project Introduction

In the section 'Project Introduction' (Figure 8) the main goal of the SIMBA project is being described. This gives the visitor an overall introduction of the project, which also can be shared online (Facebook, LinkedIn, twitter, email) with the tools found on the left side of the page.

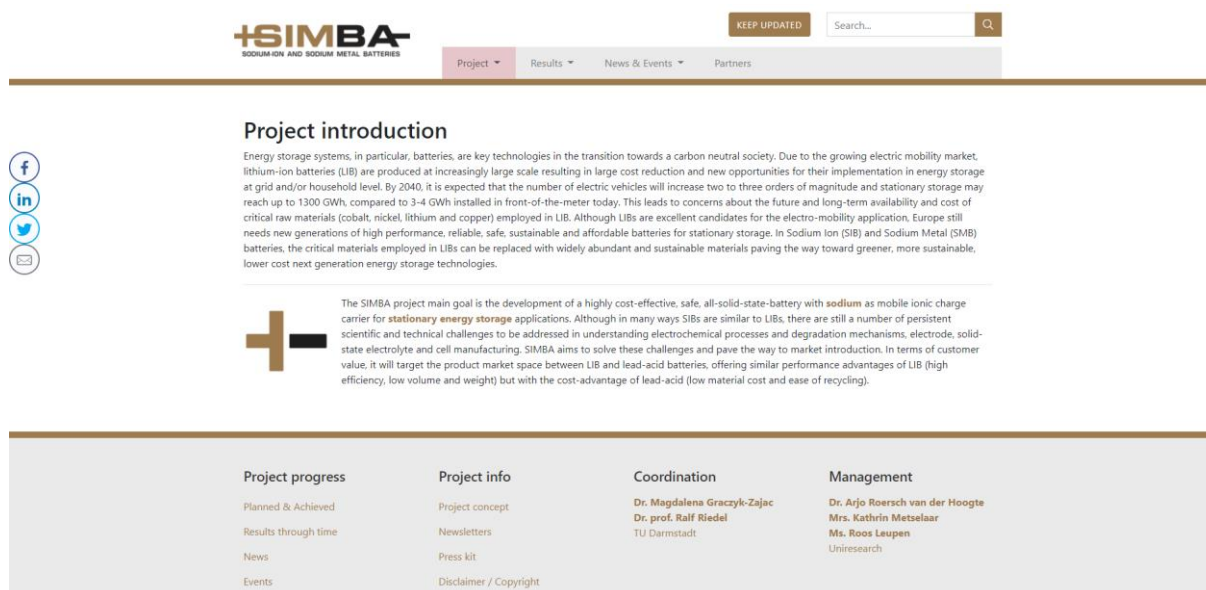


Figure 8 - Project Introduction

Project Concept

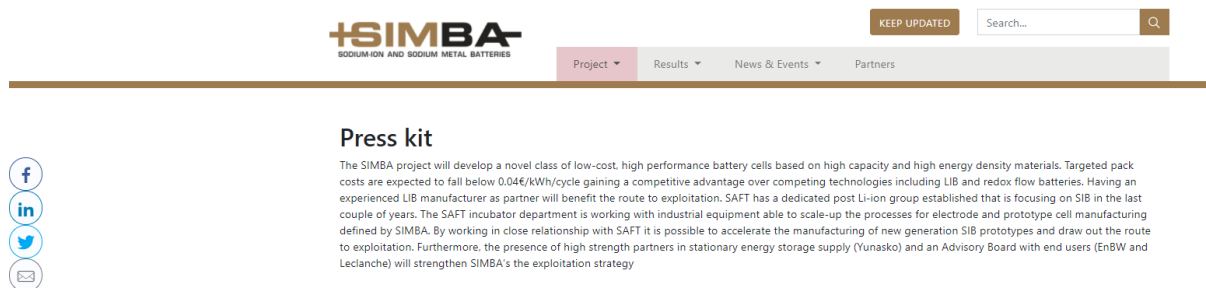
In the section 'Project Concept (Figure 9) the overall concept of the SIMBA project is being stated. This gives the visitor an overview of the project, which also can be shared online (Facebook, LinkedIn, twitter, email) with the tools found on the left side of the page.



Figure 9 - Project Concept

Press Kit

In the section 'Press Kit (Figure 10) all information regarding the project identity.



Press kit

The SIMBA project will develop a novel class of low-cost, high performance battery cells based on high capacity and high energy density materials. Targeted pack costs are expected to fall below 0.04€/kWh/cycle gaining a competitive advantage over competing technologies including LIB and redox flow batteries. Having an experienced LIB manufacturer as partner will benefit the route to exploitation. SAFT has a dedicated post Li-ion group established that is focusing on SiB in the last couple of years. The SAFT incubator department is working with industrial equipment able to scale-up the processes for electrode and prototype cell manufacturing defined by SIMBA. By working in close relationship with SAFT it is possible to accelerate the manufacturing of new generation SiB prototypes and draw out the route to exploitation. Furthermore, the presence of high strength partners in stationary energy storage supply (Yunasko) and an Advisory Board with end users (EnBW and Leclanche) will strengthen SIMBA's the exploitation strategy

The SIMBA project will place special emphasis on disseminating tangible exploitable results at the right time, that are in line with the European Commission 2050 strategy on net-zero GHG emissions, targeted to the relevant audience.

A logo and thumbnail has been developed for the project, both will be to disseminate the project.

Full logo



Bullet of the logo



Figure 10 - Press Kit

Results

The 'Results' section consists of two subsections; Planned & Achieved and Results through time. In the subsection 'Planned & Achieved' visitors can find every deliverable related to the project (Figure 11). When a deliverable has been submitted, it can be downloaded it from the website (by simply clicking on the deliverable title). If a deliverable is public, this will be the full deliverable. If a deliverable is confidential, the public summary will be available.

In the section 'Results through time' visitors can find updates on the SIMBA project linked to a visual timeline. News and events will be included in the timeline as well, see Figure 11.



Figure 11 - Planned & Achieved



Figure 12 - Results Through Time

News & Events

Both the News and the Events sections will be updated regularly throughout the project. These pages are in line with the dynamic character of the website and encourages the visitors to return to the website regularly (Figure 12). Every post on the News and the Events page will have simple share buttons in the format of a bar on the left side of the page. If visitors would like to share a post via social media (Facebook, LinkedIn, Twitter), this will be the way to do so. It is also possible to send the post via email or print it.



Figure 13 - News & Events

Partners

In the section 'Partners' an overview is presented of all project beneficiaries. It also includes a map that shows where each partner is located. The partners have also been grouped into three different categories (Industry, Research, Service) for easier identification of "who-does-what". The Partners page is shown in Figure 13. From there visitors can connect directly to each partner's subpage which includes a short description of each partners and a link to its official website (Figure 14).

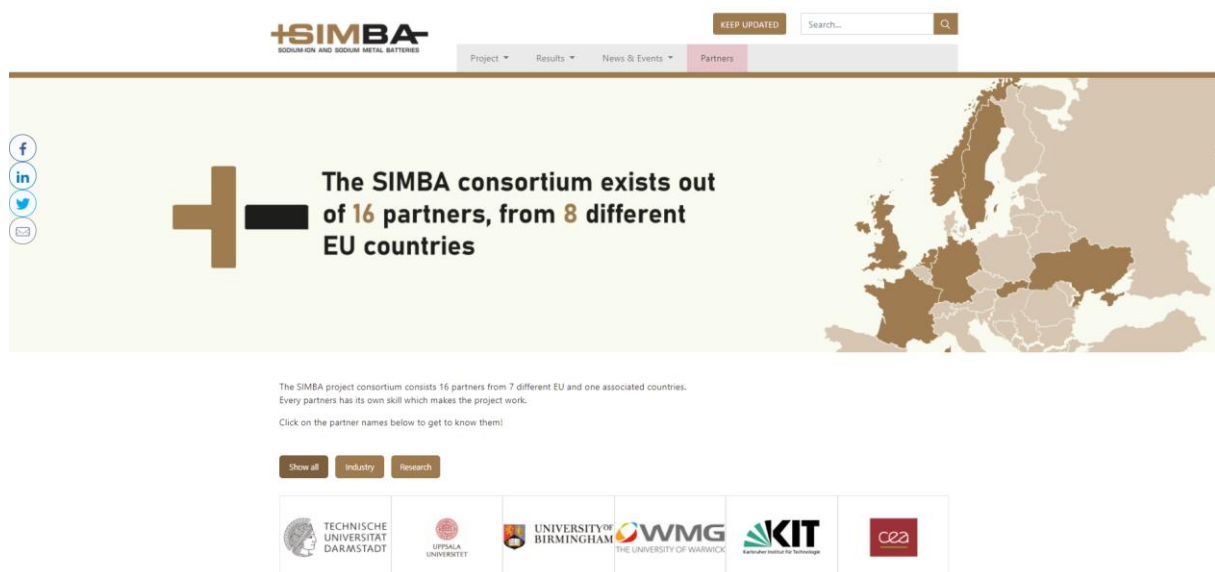


Figure 14 - Partners

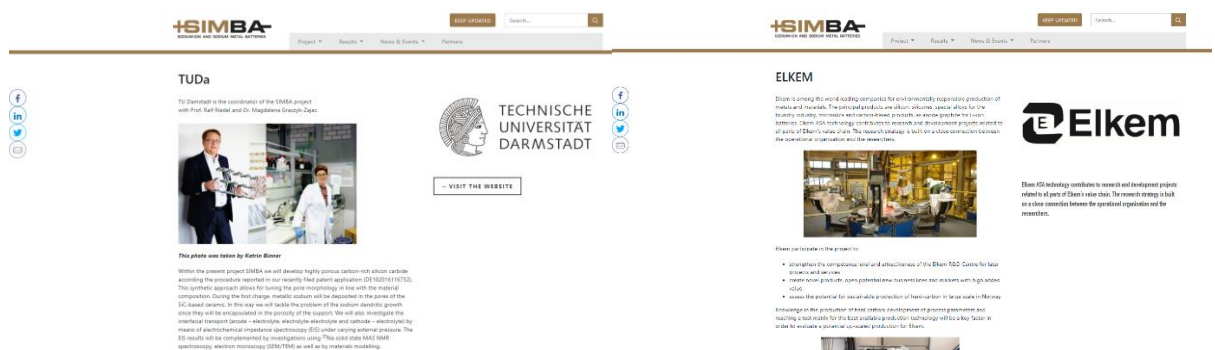







Figure 15 - TUDa & ELKEM partner page

Keep updated

When clicking on the button 'Keep updated' (shown on the top of each page) visitors will be directed to the page where they can subscribe to the SIMBA project newsletter (Figure 16). Interested visitors can register by providing their email address, first name and last name. The contact information will only be used for the SIMBA newsletter, which will communicate project-related information.





KEEP UPDATED

Search...

Project ▾Results ▾News & Events ▾Partners

Keep updated – subscribe to the SIMBA project newsletter

The SIMBA project Newsletter will be sent twice a year to all that are interested in the project results. Please subscribe below if you would like to keep updated.

Email address *

First Name *

Last Name *

Company *

Subscribe

Figure 16 - Keep updated

7 Newsletter

Throughout the project, bi-annual newsletters will be published reporting the project results achieved in the different periods. Below in Figure 17 you can find the first newsletter. The newsletter is created in Laposta by UNR with input from the coordinator TUDa. Every item includes a link, which leads you to the website of SIMBA. This will create more interaction and more visitors for the SIMBA website. The newsletter will be distributed to the contacts registered in the contact database, the database will be updated via registration via project website and input received from partners.

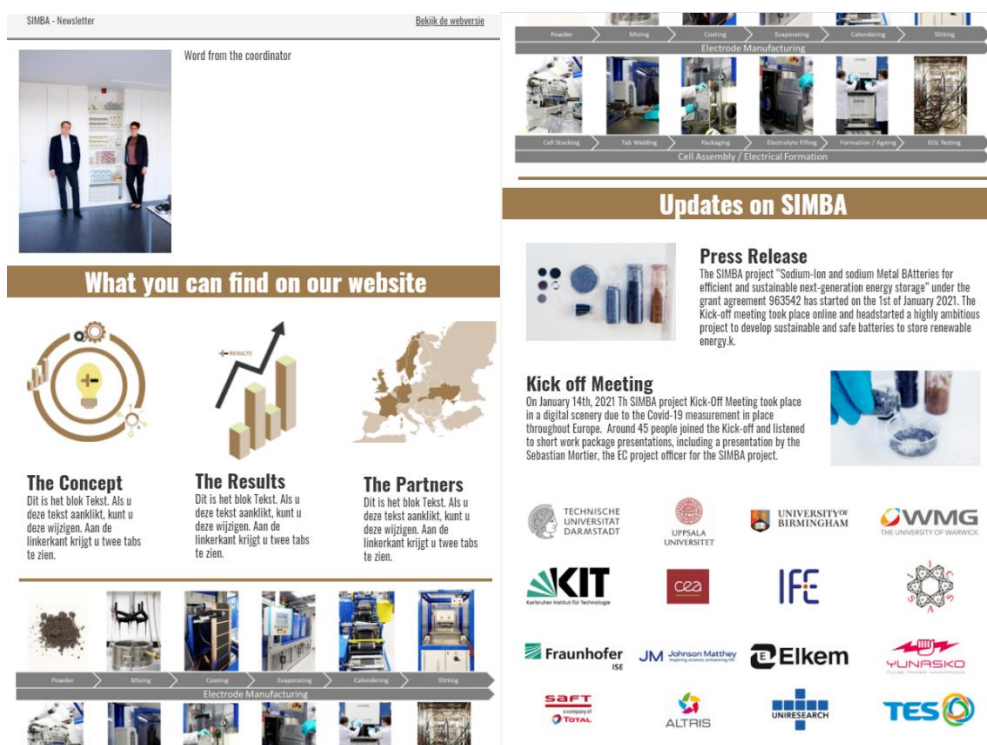


Figure 17 - Newsletter

8 Flyer

To create awareness about the SIMBA project, a flyer has been created which can be shared online and offline. The flyer contains information regarding the SIMBA project; partners, contact details, facts & figures, objectives, and anticipated results. Colours and graphics have been used that are equal to the logo, which makes the flyer consistent with other SIMBA dissemination tools like presentations and website.



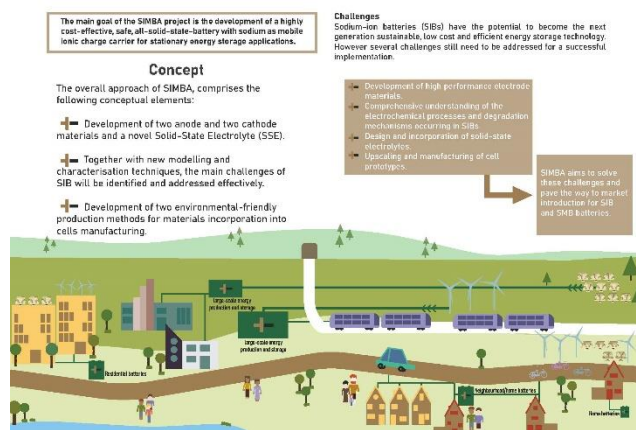


Figure 18 - Flyer

Appendix A- 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	Partner Full Name
1	TUDa	TECHNISCHE UNIVERSITAT DARMSTADT
2	UU	UPPSALA UNIVERSITET
3	UBham	THE UNIVERSITY OF BIRMINGHAM
4	WMG	THE UNIVERSITY OF WARWICK
5	KIT	KARLSRUHER INSTITUT FUER TECHNOLOGIE
6	CEA	COMMISSARIAT A L ENERGIE ATOMIQUE ET AUX ENERGIES ALTERNATIVES
7	IFE	INSTITUTT FOR ENERGITEKNIKK
8	SAS	USTAV ANORGANICKEJ CHEMIE SLOVENSKA AKADEMIA VIED (Institute of Inorganic Chemistry, Slovak Academy of Sciences)
9	FHG	FRAUNHOFER GESELLSCHAFT ZUR FOERDERUNG DER ANGEWANDTEN FORSCHUNG E.V.
10	JM	JOHNSON MATTHEY PLC
11	Elkem	ELKEM AS
12	YUN	YUNASKO-UKRAINE LLC
13	SAFT	SAFT
14	Altris	ALTRIS AB
15	Recupyl	TES RECUPYL SAS
	UNR	UNIRESEARCH BV

Appendix C – Disclaimer/Acknowledgement



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