



## Deliverable D8.3

### Report on Training, Education and Dissemination Plan

#### WP8

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#### Dissemination Level

<b>PU</b>	Public	<b>PU</b>
<b>CO</b>	Confidential, only for members of the consortium (including the Commission Services)	
<b>CI</b>	Classified, as referred to in Commission Decision 2001/844/EC	

*Document History*

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This document was not submitted to an internal review because (a) it was subject of a preliminary debate (the Strategy part and the Plan Format), (b) every sheet dedicated to a partner was filled in by the respective partner and (c) it was presented in the internal meeting in September 2018. The versions 1-R and 2-R represent the versions 0 and 1 with the Coordinator observations.

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## Publishable summary

The **GEO4CIVHIC - D8.3 “Report on Training, Education and Dissemination Plan” - TED Plan** is a public document delivered in the context of WP8, **Task 8.1- Development of the Training, Education and Dissemination Plan** with regard to all partners’ actions / events / documents for each target group and for each partner country in the project.

The TED Plan will be updated and completed for each reporting period (12, 24, 36 months). All the TED deliverables are public and will be uploaded in the public area of the project website.

The main conclusion on GEO4CIVHIC TED Plan are:

1. The majority of the TED Methods / activities were included in all the project partners TED Plans: **CNR, UNIPD, UPV, RED, GEOSERV, GALLETTI, TECNALIA, TKI, UNESCO, FAU, RGS, CRES, HYDRA, UBeG, GEOGREEN, PIETRE, SOL, DLH and SUPSI** therefore all the 19 partners contributed at the creation of the consortium TED Plan according their own implication in different WPs / tasks;
2. The WPs and Tasks leaders included in their own TED Plans almost all the dissemination methods;
3. The GEO4CIVHIC TED Plan reflects a balanced approach on the total duration of the project with an increasing tendency in the second half of the project, as research results will begin to emerge;
4. The activities meant to deeply implement the research results in the market (training courses and training tools) had been clearly set as priorities of the dissemination since the start of the project;
5. All the identified and potential stakeholders were taken into account with a clear preoccupation to sending to each the suitable information / knowledge / data.

## Abbreviations

<b>GEO4CIVHIC</b>	<b>Most Easy, Efficient and low Cost Geothermal Systems for Retrofitting Civil and Historical Buildings</b>
<b>DoA / DoW</b>	Description of the Action / Work
<b>Dx.x</b>	Deliverable [work package #].[#]
<b>GA</b>	Grant Agreement
<b>GSHP</b>	Ground Source Heat Pumps
<b>H&amp;C</b>	Heating and Cooling
<b>nZEB</b>	Nearly Zero Energy Building
<b>RGS</b>	Romanian Geoexchange Society
<b>TED</b>	Training Education and Dissemination
<b>WP</b>	Work Package

# 1. Introduction

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**GEO4CIVHIC - D8.3 "Report on Training, Education and Dissemination Plan" - TED Plan** is part of Work Package 8 – WP8 - Training, education, dissemination and knowledge sharing (clustering), Task 8.1 - Development of the training, Education, Dissemination Plan.

The lead partner of WP8 is Romanian Geoexchange Society and the duration of WP8 is 48 months (M1-M48). Task T8.1 duration is also 48 months, of which 6 months for planning and the rest for implementation (M7-M48).

The TED planning activity (M1-M6) included the following steps:

1. Strategy creation by WP8 leading partner – July – August 2018;
2. Partners TED Planning September 2018;
3. GEO4CIVHIC TED Plan elaboration September – October 2018;
4. Reporting the "Deliverable D8.3 - Training, Education and Dissemination Plan" by WP8 leading partner – September – October 2018;
5. Deliver of the final version of D8.3 to the European Commission - End of October 2018.

In the implementation period of time (M1-M48), 4 deliverables should report the progress of TED Plan:

1. After the first 12 months – M12 - D8.4
2. In the second year of the project - M13 - M24 - D8.5
3. In the third year - M25 - M36 - D8.8
4. At the end of the project - M37 - M48 - D8.12.

## 2. TED Strategy

### 2.1 Purpose, role, creation and use of TED Strategy

The **GEO4CIVHIC TED Strategy** was elaborated and debated with the partners as a first step in TED Plan creation in order to guide the partners in the dissemination and communication issues and to put the bases of a common approach on TED.

Finally this elaboration step ended with a 40 pages Strategy that includes the WP leader, the Coordinator and partners' harmonized points of views. The Strategy is a internal **working document**, a useful base for planning the TED activities and for tracking and reporting actions throughout the project duration.

### 2.2 Targeted stakeholders

The Strategy identified all the potential stakeholders and therefore the audience for the TED activities. They were recommended to the partners to be considered at the TED Plans creation.

In the TED Plans, each stakeholder category will be addressed through specific TED actions from "Training courses" to "Newsletters" depending on the specific level of knowledge, needs and interest for our domain.

The identified stakeholders are the following:

Specialists	Non-specialists
<ul style="list-style-type: none"> <li>Shallow geothermal specialists: Geologists, Manufacturers for GSHP Equipment, GSHP applications designers, GSHP Researchers</li> <li>Constructors, architects, building, structural and H&amp;C engineers, technicians and installers</li> <li>Energy and Environment Agencies</li> <li>Historical buildings and Monument protection specialists</li> <li>Regulatory authorities in energy and H&amp;C</li> <li>Standardization bodies</li> </ul>	<ul style="list-style-type: none"> <li>Local authorities and energy decision makers at local, regional and national level</li> <li>Real estate investors and funding institutions</li> <li>Lawyers (specialised in environment, construction)</li> <li>Ecologists, opinion formers, media</li> <li>Building owners representatives and general public interested in energy savings and ecology</li> <li>Undergraduate and PhD students</li> </ul>

### 2.3 Description of TED methods and Recommendation

In the TED Planning activity, the common approach on TED methods set in the TED Strategy was essential. This is why, the TED Methods were largely described in the Strategy together with the corresponding recommendations as follows:

TED Method	Description and recommendations
<b>Training courses</b>	<p><b>Each partner</b> should (co)organize at least one national training course (one per country), but a higher number of training courses per country is not excluded. This action has to be included in the individual TED Plan of <b>each partner</b> and its implementation must be yearly reported.</p> <p>It is preferable to be organized for homogenous audience and this is why the GEO4CIVHIC courses will include 2 sessions: one for specialists and one for non-specialist. The courses could also be used as a TED method for UNDERSTANDING purposes.</p> <p>The curricula of the courses for each trainee category will derive from the WPs results, conclusions and deliverables. Minimum 1 training course / country must be included in TED PLAN (for Italy, Spain, Germany, Belgium, Swiss, Romania, Ireland, Greece). The training courses will focus on civil and historical buildings.</p> <p>The main period of time allocated for training courses is in the 4<sup>th</sup> year of the project (after the</p>

	<p>finalization of the research activity and of the Training Manual).</p> <p>The organization of <b>online web-courses</b> must be <b>decided by the consortium</b> up to Year #3 as an online alternative for the training courses. Aimed at unlimited participation and open access to information via the website. They allow access to the course materials (lectures, movies, readings, and interactive user forum) to support interactions between students and trainers. They need the login of participants and internal evidence of trainees.</p>
<p><b>Training material: Manual / Special Manual for Cultural and Historical buildings / Technical Brochure</b></p>	<p><b>Each WP leader</b> will have the responsibility of preparing the training material for the respective WP / chapter in the Manual. The training material could also include short technical movies, virtual reality animations and interactive learning methods (quizzes), if appropriate. A special publication arranged by UNESCO will disseminate the results in the application of the technologies to Cultural/Historical buildings as “good practices” and will be the main training material for UNESCO summer / winter school.</p> <p>All the training documents mentioned above should be verified and approved by the Project Specific Committee according to the provisions of the GA.</p> <p>They will be created in the English, linguistically verified by the English native partner and at the end translated in different national languages by appointed partners, as base for the national training courses.</p> <p><b>Each partner</b> should directly and actively cooperate in the training documents elaboration. This action has to be included in the individual TED Plan of <b>each partner</b> and its implementation must be reported in detail.</p>
<p><b>Project website / Partners websites / Project logo</b></p>	<p>The <b>project website</b> and the partners websites have an important role for project visibility both at European wide scale and at national scale. They are the most versatile dissemination tools being used for all the 3 dissemination purposes: ACTION, UNDERSTANDING and AWARENESS.</p> <p>Together with the project logo, the websites should develop a visual identity of the project that will be subsequently included / used for all printed materials.</p> <p>The websites, especially the Project Website have to contain information for different audiences and, therefore they need to be continuously updated.</p> <p>The Project Website will contain also the interface for internal communication, the finalized deliverables, the training materials for offline and online courses, the interfaces / links with partners' websites, with all social media tools and with other EU projects, as base for synergic actions.</p> <p>The <b>partner's website</b> must be also continuously updated with information regarding the project progresses, results and events being the main informing vector at national level of <b>each partner</b>.</p> <p><b>Each partner</b> should directly and actively cooperate in the update of the project website and of their own website. The action has to be included in the individual TED Plan of <b>each partner</b> and its implementation must be yearly reported in detail.</p> <p>All the partners will receive monthly dashboards informing on the website visits parameters by the website administrator. These monthly reports should be analysed in the management meetings in order to find the best way to improve the website efficiency as a dissemination tool.</p>
<p><b>Demo site information / Demo software products and tools</b></p>	<p>Demonstrations are useful especially in the last phases of the research (year #4) for the possibility to present the project research results and to demonstrate their functionality, usability, efficiency on the principle look-and-feel (demonstration of appearance and functionality).</p> <p>The demo site information must be specially promoted through the project and partner's websites due to its possibility to keep specific stakeholders informed about the research results.</p> <p>This TED method in connection with the training courses should increase the effectiveness of the last.</p> <p><b>Each partner</b> involved in the demo sites should directly and actively cooperate in the presentations related with these issues. The action has to be included in the individual TED Plan of <b>each partner</b> and its implementation must be reported in detail.</p>
<p><b>Scientific / Technical Articles in specialized media</b></p>	<p>The articles in scientific / technical publications / magazines are a very clear targeted dissemination method. These actions are particularly recommended in the most advanced phases of the project when the final information and research results could be disseminated.</p> <p>The articles should respect the IPR rules (intellectual protection rights) and should compulsory obtain a previous approval from the coordinator and of the involved partners.</p> <p>Particular attention will be placed in publishing the results of the project on open access journal to allow the widest audience of reading.</p> <p>A copy of all these publications / articles have to be included in the project website.</p> <p><b>Each partner</b> should directly and actively promote the project results through articles in specialized media in its own country. This action has to be included in the individual TED Plan of <b>each partner</b></p>

	and its implementation must be yearly reported in detail.
<b>Scientific / Technical Movies</b>	<p>They are a kind of registered demonstrations also useful in the last phases of the research (year #4) for the possibility to present the relevant research results and to demonstrate the functionality, usability, and look-and-feel. A special care must be invested to IPR protection aspects and on work security issues.</p> <p>They will be disseminated through the training courses, the Project Website, presentation in national and international events.</p> <p><b>Each partner</b> should identify the aspects related with its own work in the project that can be better explained and illustrated with scientific and technical movies and should directly and actively elaborate them or cooperate in their elaboration.</p>
<b>European centres of excellence for shallow geothermal applications in civil and historical buildings</b>	<p>The definition and organization of “<b>European centres of excellence for shallow geothermal application in civil and historical buildings</b>” – ECE, planned for the end of the project must involve the entire capacity and creativity of <b>each partner</b> in the consortium.</p> <p>Whether the adopted pattern will be “mirror the technological process” or the “functional to practices / tools-based” pattern, or everything in-between, the ECE are meant to become a network based on past efforts, knowledge and expertise complemented with the developments in GEO4CIVHIC project in order to help the knowledge dissemination, to train future players / experts, to break down the barriers which shallow geothermal is still facing transforming the geothermal energy a standard source of H&amp;C in building renovation, both civil and historical.</p> <p><b>Each partner</b> should identify the aspects related with its own contribution and work in the project that can improve the efficiency of ECE and directly and actively cooperate in ECE construction by:</p> <ul style="list-style-type: none"> <li>• Defining their own set of best practices and work standards;</li> <li>• Assessing the maturity profile of the whole domain against these local best practices and work standards;</li> <li>• Providing direct (in-person) and / or indirect (training content, tools &amp; templates, etc.), guidance and support to assist plants in implementing these best practices work standards.</li> </ul> <p>All these activities should be included in <b>each partner</b> TED plan and their implementation should be closely monitored and reported.</p>
<b>Participation in Standardization Bodies</b>	<p>The respective standardization bodies have to be identified at national and European level by the GEO4CIVHIC partners and immediately communicated to the entire GEO4CIVHIC team.</p> <p>The results of the project tasks that identify the applicable standards, which analyse the outdated information they include or which, through the research undertaken in the project, should be modified / updated, will be officially communicated to the respective standardization organizations / bodies.</p> <p>These actions have to be first discussed and agreed by the partners and by the project Coordinators.</p> <p><b>Each partner</b> should identify the standardization bodies in their own country and should directly and actively communicate with the partners on this issue.</p>
<b>Links with EU Programmes / Platforms / Initiatives</b>	<p>These actions are trying to benefit from the synergy between the different projects / platforms / initiatives. The respective EU programmes financed by EU, platforms and initiatives have to be identified at national and European level by the GEO4CIVHIC partners and communicated to the entire team.</p> <p>The common actions have to be first discussed and agreed with the EU project officer, the project coordinator and the Coordinators of the respective EU projects / platforms / initiatives.</p> <p><b>Each partner</b> should identify the EU projects / platforms / initiatives that could benefit through synergic approaches and communicate them to the Coordinator and to all other partners for a common synergic action. This action has to be included in the individual TED Plan of <b>each partner</b> and its implementation must be yearly reported in detail.</p>
<b>Internal Project meetings</b>	<p>Project meetings are excellent opportunities for project partners to keep everybody informed in all the projects aspects, to learn from each other, to discuss / debate common issues, and to get feedback on their work from peers. It is a dissemination for ACTION based on internal synergies.</p> <p><b>Each partner</b> should directly and actively contribute in the internal dissemination of the information regarding the project progresses and achievements.</p>
<b>Congress / Conference / Workshop presentations</b>	<p>National and international events: Congresses / Conferences / Workshops are important opportunities to share the project research achievements with professionals in the (connected) field of activity.</p> <p>Workshops are important interactive events held to achieve the specific objectives of the project. They can be used to get feedback from stakeholders or from experts on particular issues. The em-</p>

	<p>phasis should be on discussion, not necessarily on presentations.</p> <p>At the whole project level 3 <b>international project workshops</b> (about 1 per year starting from the second year) will be organised preferably on occasion of high relevant international event (Energy week, INSPIRE Conference, European Geothermal Congresses, IGSHPA events etc.).</p> <p>It is extremely important to present interesting and significant aspects to the participants and to select the events where the presented information will have the maximum impact and will attract and impress the participants.</p> <p><b>Each partner</b> should directly and actively promote the project objective and results through presentations in national and international Congresses / Conferences / Workshops, individually or together with other project partners. This action has to be included in the individual TED Plan of <b>each partner</b> and its implementation must be yearly reported in detail.</p>
<b>National Workshops in partners countries</b>	<p><b>Each partner</b> should (co)organize at least one <b>national workshop</b> (in fact, one per country), but a higher number of workshops per country is not excluded. The action has to be included in the individual TED Plan of <b>each partner</b> and its implementation must be reported in detail.</p> <p>National workshops will be preferably organised in the final part of the project in order to present significant achievements obtained in the project research activity. They could be organized together with the training courses.</p> <p>In function of the target audience they could be meant also for ACTION purpose.</p>
<b>Poster Sessions</b>	<p>Poster sessions at the conferences could be a very appropriate way to present the project results. The target is represented by the delegates who attend the session. It is an excellent way to engage people, gauge their reactions, and get one-to-one feedback.</p> <p><b>Each partner</b> should participate at least at 2 poster sessions on the entire duration of the project: one in the first half of project duration, oriented in presenting the project objectives, and one in the second half oriented in presenting the project results. The action has to be included in the individual TED Plan of <b>each partner</b> and its implementation must be yearly reported in detail.</p>
<b>Participation at fairs</b>	<p>The participation at fairs intends to attract and to raise the understanding of potential end users and to extend the engagement of stakeholders / policy makers.</p> <p><b>Each partner</b> should identify the national and international fairs focused on shallow geothermal domain and directly participate and present the project research results and their economic effect. The action has to be included in the individual TED Plan of <b>each partner</b> and its implementation must be yearly reported in detail.</p>
<b>Flyers / brochures / leaflets / factsheets / semester newsletters / posters / roll-ups</b>	<p>Project or partners flyers, brochures, leaflets, factsheets and semester newsletters will be used to announce the project, to give regular updates, to develop profiles, to present the partners, to announce the events, to inform stakeholders. They will include information about the project progress and events, interviews, quotes from end users, opinions from stakeholders, evaluations, comparisons presented in an attractive way. They have to be written by people directly involved in order not to make content mistakes.</p> <p>The flyers, the brochures, the leaflets, the factsheets and the semester newsletters in printed form can be handed out at conferences, workshops, poster sessions, fairs.</p> <p>An electronic version (e.g. PDF file) will also be circulated electronically and uploaded in the project website as a solution with broad spectrum use.</p> <p>The mentioned dissemination documents stipulated by GA as being realized in behalf of the consortium by RGS – <b>NEWSLETTERS, PRESS RELEASES, LEAFLETS and BROCHURES</b> – must be drawn up and edited by WP8 leading partner with the direct and effective contribution of <b>each partner</b>. The action has to be included in the individual TED Plan of <b>each partner</b> and its implementation must be yearly reported in detail. The mentioned documents can be downloaded from the project website not only by the partners, but also by any website visitor.</p> <p><b>Each partner</b> can translate / print these documents and disseminate them in the planned events in which it participates.</p> <p>All other dissemination materials that are not explicitly stipulated by GA as being realized in a centralized and unitary way for the consortium - <b>POSTERS, ROLL-UPS, FLYERS</b> must be realized by <b>each partner</b> in its respective language (or in English if they are prepared for an international event).</p>
<b>Press releases</b>	<p>They are formal announcement to the national / international press community. Project management can issue a press release to announce important research achievements. The press release should be elaborated by people with communication skills and should be transmitted to the right media.</p> <p><b>Each partner</b> should identify the national target media / stakeholders and directly communicate</p>

	<p>with them through press releases at national scale. The communicates could take over the information from the press release elaborated by the Coordinator and enrich it with specific aspects regarding their own research results and their economic effect. The action has to be included in the individual TED Plan of <b>each partner</b> and its implementation must be yearly reported in detail.</p>
<b>Journal articles</b>	<p>Any opportunity should be taken to get articles published about the project objectives and research results. Consider peer reviewed journals in our relevant domains (shallow geothermal, H&amp;C – heating and cooling, constructions, architecture, building rehabilitation, historic buildings etc.) especially near the end of the project when you have interesting data and results to report. Make sure to previously obtain the agreement of the Coordinator and of the involved partners. Post a copy of all publications on the project website.</p> <p><b>Each partner</b> should directly and actively promote the project results through national and international Journal articles, individually or together with other project partners. This action has to be included in the individual TED Plan of <b>each partner</b> and its implementation must be yearly reported in detail.</p>
<b>E-mails, mailing lists, online discussion lists, blogs</b>	<p>Very efficient for dissemination, communication, networking and dialogues purposes, both internally (among the partners) and externally (outside the project). They are useful for discussing new developments, problems, and issues. They are an opportunity to combine both proactive and reactive approaches, to share the learning with the peers and with the community, and to develop a recognizable profile for GEO4CIVHIC project.</p> <p>With a very special care in the selection of the addressees and transmitted information - see <b>GDPR - General Data Protection Regulation</b> in force since April 2018 - , they can be also used for ACTION and UNDERSTANDING purposes.</p> <p>These activities will be carried out in compliance with the European privacy rules</p> <p><b>Each partner</b> should directly and actively identify the E-mail / online discussion / blogs addressees lists at national level and communicate them to the Coordinator. This action has to be included in the individual TED Plan of <b>each partner</b> and its implementation / periodical review must be yearly reported.</p>
<b>Deliverables / Reports and other project documents</b>	<p>It is a public disclosure of the project obligations and of the research results stipulated by the GA. Public deliverables on specific topics must be uploaded both project website and on partner project and so they are accessible to a wide national and international audience.</p> <p>Separately, <b>each partner</b> could elaborate different reports regarding issues developed within the project activity that may be useful to specific stakeholders. They also include guidelines, calculation methods, evaluation criteria, toolkits, questionnaires that not transcend IPR regulations GA and Consortium Agreement provisions.</p> <p><b>Each partner</b> should directly and actively identify the project documents in its responsibility according GA, to include them in the individual TED Plan and to yearly report the action implementation.</p>

## 3. TED PLAN Creation

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### 3.1. Description of the Word TED Plan format

The GEO4CIVHIC TED Plan *file* was drawn by the WP8 leading partner / T8.1 responsible as an extended Word file that aggregates the information delivered by the 19 partners. The 19 partner tables (one for each partner) were the content input for the consortium plan and were included in Table 2 of this document.

The aggregation of the Partners TED Plans in a GEO4CIVHIC Consortium TED Plan included also a 20<sup>th</sup> input: the provisions of the Grant Agreement. After the elaboration of this synthesis, the GEO4CIVHIC TED Plan was sent to all the partners for revise and completing activity their own TED Plans.

The TED Plan **format** includes the following areas:

**a. ACTIVITY area**

The **ACTIVITY area** – column [0] includes the **Dissemination methods** largely described in the TED Methods and Recommendation table (Chapter 2). There are listed 19 types of dissemination methods / actions which include: Training Courses, Project Manual, Technical Brochures, Project website, Demonstrations, Results presentations in Project meetings, Articles in scientific / technical journals, Scientific movies, Links with EU programmes, platforms, initiatives, Participation in standardization committees, National workshops and training courses for non-specialists, presentation of project objectives and results in technical events, papers, oral, posters, roll-ups, organization of international workshops, participation at national and international fairs; Flyers, leaflets, brochures, factsheets, newsletters, press and conferences releases, articles in the media, E-mails, mailing lists, online discussion lists, blogs, reports, deliverables uploaded in website, movies, presentation in a Final DVD, GEO4CIVHIC Final Conference.

**b. PLANNING area**

The planning area in the Partners plans includes 2 columns (light green): the planned action and the planned deadline.

The partners have been asked to identify in this stage as many concrete dissemination instruments they can. At the same time, they were told that they could complete the plan during the project deployment M6-M48 so that, finally, the document fully reflects all the dissemination and communication activity of all the partners as it was set by the GA and as it was concretely fulfilled by the consortium.

The partners were advised to include in their TED plans actions that cover the entire spectrum of target groups / stakeholders presented in the previous chapter..

At the same time the partners were trained to continuously take into consideration the **Evaluation methods and criteria** intended to reflect the success degree of the dissemination actions on two ways meaning: (a) **self-evaluation**: through different **quantitative** criteria: number of participants / auditors / readers / visitors, number of sessions / pieces / issues etc., and **qualitative**: feedback received, interest expressed / ideas transmitted / proposals etc. and (b) **feedback from the dissemination recipients**: direct, unasked feedback including through the project website and blogs or evaluation questionnaires.

TED Strategy proposed a **questionnaire** template who can be adapted by each partner to different type of dissemination actions and used to obtain feedbacks on training materials, online courses, demonstrations activities, workshops, blogs, forum etc.

**c. REPORTING area**

This area (light yellow) should be filled step by step for each deliverable and report due to EU according to the Contract:

**Column 3** – Actions implemented in Year 1 (M1-M12) – **D8.4**

**Column 4** – Actions implemented in Year 2 (M13-M24) – **D8.5**

**Column 5** – Actions implemented in Year 3 (M25-M36) – **D8.8**

**Column 6** – Actions implemented in Year 4 (M37-M48) – **D8.12**

### 3.2. Synthesis of Partners TED Plans - Methodology

The WP leader requested the partners to create their own TED Plans according the GA provisions and the TED Strategy as sources of the Consortium TED Plan, in a **bottom-up** approach.

The TED Plans received from the 19 partners were compared with the GA and the TED Strategy provisions and were deeply analysed by the WP leader and the Coordinator in a **top-down** approach.

The conclusions were discussed with the respective partners and the individual observations (incongruences, incompleteness, consequently generated improvement ideas and solutions etc.) were implemented by each partner in a FINAL partner TED Plan.

These 19 FINAL partners TED Plans as resulted from an approach equally **bottom-up** and **top-down** were concatenated and are presented in Table 2 of this deliverable.

At the same time, the FINAL partners TED Plans were aggregated by the WP8 leading partner and generated the **GEO4CIVHIC TED Plan** which is subject of the current D8.3 deliverable and is presented in Chapter 4 of this deliverable.

## 4. GEO4CIVHIC TED Plan

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The following 2 tables are a synthesis of Partners TED Plans (Table 1) and the specific TED plan for each partner (Table 2), therefore they represent the **GEO4CIVHIC TED Plan**.

The first table aggregates the content of the 19 FINAL partner TED Plans and is the main subject of this D8.3 deliverable. The main ideas reflected by the GEO4CIVHIC TED plan are the following:

1. All the 19 partners contributed at the creation of the consortium TED Plan according their own implication in different WPs / tasks;
2. The WPs and Tasks leaders included in their own TED Plans almost all the dissemination methods;
3. The GEO4CIVHIC TED Plan reflects a balanced approach on the total duration of the project with an increasing tendency in the second half of the project, as research results will begin to emerge;
4. The activities meant to deeply implement the research results in the market (training courses and training tools) had been clearly set as priorities of the dissemination since the start of the project;
5. All the identified and potential stakeholders were taken into account with a clear preoccupation to sending to each the suitable information / knowledge / data;
6. The diversification of the dissemination tools and methods was intended to provide a large spectrum of channels to all the addressees of the TED actions;
7. Some of the activities especially the ones set as compulsory by the GA provisions, were included in all the project partners TED Plans: **CNR, UNIPD, UPV, RED, GEOSERV, GALLETTI, TECNALIA, TKI, UNESCO, FAU, RGS, CRES, HYDRA, UBeG, GEOGREEN, PIETRE, SOL, DLH and SUPSI**. Some examples:
  - continuously and promptly supply the project website responsible and administrator and their own organization website with all the information regarding the steps, progress and accomplishments in the project;
  - contacting the national and the European standardization bodies in order to contribute at the update of the current standards with provisions resulted in the project research activity for historic buildings applications;
  - identify / contact / link / cooperate in a synergic way with the national and European programs, platforms and initiatives;
  - participation in minimum 2-3 national and international congresses, conferences, fairs and workshops with oral communications / papers / posters / leaflets and brochures presenting project aims and scope, partial and final results of the project activity;
  - disseminating the project documents (leaflet, brochures, factsheets, newsletters, press-releases) and creating their own dissemination tools in the national language: roll-ups, posters, flyers for their own targeted stakeholders;
  - realization and continuously update of the mailing lists, online discussion list, contact list for newsletter, stakeholders lists for a large dissemination in respect of the GDPR rules;

- realization / cooperation / coordination of the 68 deliverables in the project (WP1 – 6, Wp2 – 7, WP3 – 7, WP4 – 13, WP5 – 9, WP6 – 7, WP7 – 6, WP8 – 12, WP9 – 1).

The dissemination plan reporting component will facilitate continuous follow-up of the implementation stage, and proper TED Plan reporting.

**Table 1: Synthesis of Consortium TED Plan**

Dissemination Method according TED Strategy	PLANNING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
1. <b>Training courses</b>	<p>1. The partners appointed by the GA as responsible for the training activity included in their organization TED Plans the task to organize <b>the national workshops and training courses both for specialists and for non-specialists</b>, as follows:</p> <p><b>Spain – UPV</b>  <b>Germany – FAU</b>  <b>Romania – PIETRE EDIL</b>  <b>Greece – CRES</b>  <b>Belgium – GEOGREEN (French) and GALLETTI (Dutch)</b>  <b>Ireland – GEOSERV</b>  <b>Switzerland – SUPSI</b>  <b>Italy – UNIPD</b>  <b>Summer / winter school – UNESCO and CNR</b></p> <p>2. The WP leaders: <b>WP1 – UNIPD, WP2 – FAU, WP3 – GALLETTI, WP4 – TECNALIA, WP5 – RED, WP6 – GEOSERV, WP7 – SOL, WP8 – RGS and the coordinator, WP9 – CNR</b> included in their TED Plans the task to “train the trainers” for all the partners, before the national course sessions.</p> <p>3. All the project partners: <b>CNR, UNIPD, UPV, RED, GEOSERV, GALLETTI, TECNALIA, TKI, UNESCO, FAU, RGS, CRES, HYDRA, UBeG, GEOGREEN, PIETRE, SOL, DLH and SUPSI</b> have included in their TED Plans the task to promote the national training courses.</p>	Year #4 M37-M47
2. <b>Training tools: Manual / Manual Historical buildings / Brochure</b>	<p>1. The leaders of the research WPs: <b>UNIPD, FAU, GALLETTI, TECNALIA, RED, GEOSERV, SOL and UNESCO</b> (for a Special Manual for Historic Buildings with the support of <b>CNR-ISAC</b>) included in their TED Plans the task to elaborate the corresponding chapters in all the training tools (Manuals and Brochures) and the corresponding short movies.</p> <p>2. The partners appointed as members of PSC – Project Specific Committees) according GA: <b>CNR, UNIPD, RED, SOLINTEL and RGS</b> included in their TED Plans the task of verification of all the training tool aspects: scientific, technic, administrative, financial, legal etc.</p> <p>3. The partner having English as native language: <b>GEOSERV</b> included in its own TED Plan the task of linguistic verification of all the training tools.</p> <p>4. The partners included in their TED Plans the (supporting) translation task for the training tools as follows:</p> <p><b>Spanish – UPV with TECNALIA support</b>  <b>German – FAU with UBeG support</b>  <b>Romanian – PIETRE EDIL with RGS support</b>  <b>Greek – CRES</b>  <b>French – GEOGREEN</b>  <b>Dutch - GALLETTI</b>  <b>Italian – UNIPD with CNR support</b></p> <p>5. The partner responsible for editing the training tools: <b>RGS</b> included this task in its TED Plan.</p> <p>6. All the project partners: <b>CNR, UNIPD, UPV, RED, GEOSERV, GALLETTI, TECNALIA, TKI, UNESCO, FAU, RGS, CRES, HYDRA, UBeG, GEOGREEN, PIETRE, SOL, DLH and SUPSI</b> have included in their TED Plans the tasks related to</p>	Year #3 M25-M36

	printing and distributing appropriate training tools to their own stakeholders in the local events.	
3. Project website / Partners websites / Project logo	<ol style="list-style-type: none"> <li>As main responsible for the project website, <b>RGS</b> included in its TED Plan its creation and continuous update.</li> <li>All the project partners: <b>CNR, UNIPD, UPV, RED, GEOSERV, GALLETTI, TECNALIA, TKI, UNESCO, FAU, RGS, CRES, HYDRA, UBeG, GEOGREEN, PIETRE, SOL, DLH and SUPSI</b> have included in their TED Plans the task to continuously and promptly supply the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>All the project partners : <b>CNR, UNIPD, UPV, RED, GEOSERV, GALLETTI, TECNALIA, TKI, UNESCO, FAU, RGS, CRES, HYDRA, UBeG, GEOGREEN, PIETRE, SOL, DLH and SUPSI</b> have included in their TED Plans the task to continuously and promptly inform their own stakeholders about the project progress and accomplishments through all social media environments and their own organization websites, creating special options in the menu and including links to the GEO4CIVHIC website.</li> </ol>	M1 – M48
4. Demo site information / Demo software products and tools	The WP5 leader <b>RED</b> and the other partners involved in the demo cases: <b>CNR, UNIPD, UPV, GALLETTI, FAU, TECNALIA, GEOSERV, HYDRA, TKI, GEOGREEN, UNESCO, PIETRE, DLH, CRES, SUPSI, RGS</b> included in their own TED Plans the tasks of supplying and disseminating the information for the real cases and virtual cases studies in order to be used for identification, analyzes and modeling activities and for the stakeholders information.	M25-M48
5. Scientific / Technical Articles in specialized media	<ol style="list-style-type: none"> <li>All the project partners: <b>CNR, UNIPD, UPV, RED, GEOSERV, GALLETTI, TECNALIA, TKI, UNESCO, FAU, RGS, CRES, HYDRA, UBeG, GEOGREEN, PIETRE, SOL, DLH and SUPSI</b> have included in their TED Plans the task of informing the national and European specialized media through minimum 3-6 articles on the project duration.</li> <li><b>All the partners</b> included in their TED Plans the obligation to communicate the publication and to upload the articles in the GEO4CIVHIC project website.</li> <li><b>CNR, UNIPD, RED and GALLETTI</b> included in their TED Plan the task of cooperating in the creation of articles for Scientific publications.</li> </ol>	M7-M48
6. Scientific / Technical Movies	The <b>Coordinator CNR</b> and the WP leaders <b>WP1 - UNIPD, WP2 - FAU, WP3 – GALLETTI, WP4 – TECNALIA, WP5 – RED, WP6 – GEOSERV, WP7 – SOL</b> included in their TED Plans the task of exemplifying and completing the information they included in each chapter of the Manuals with relevant short scientific and technical movies. <b>All the other partners</b> included in their TED plan the task of cooperating at the movies with information / data / images from their own real and virtual demo-cases.	Year #3-4 M25-M36
7. European centers of excellence for shallow geothermal applications	The partners responsible / involved for / in this activity in the GA, meaning: <b>UNIPD, CNR, RED, HYDRA, GALLETTI</b> (South Europe – Italy), <b>FAU, GEOSERV, TKI, UNESCO, UBeG</b> (Central – North Europe – Germany), <b>UPV, SOL, TECNALIA</b> (Western Europe – Spain), <b>RGS and PIETRE</b> (Eastern Europe – Romania) included in their TED Plans the task to implement the action and to support the teaching and knowledge dissemination through them.	Year #4 M37-M48
8. Participation in Standardization Bodies	All the project partners: <b>CNR, UNIPD, UPV, RED, GEOSERV, GALLETTI, TECNALIA, TKI, UNESCO, FAU, RGS, CRES, HYDRA, UBeG, GEOGREEN, PIETRE, SOL, DLH and SUPSI</b> have included in their TED Plans the task of contacting their national and the European standardization bodies in order to contribute at the update of the current standards with provisions resulted in the project research activity for historic buildings applications.	Year #3-#4 M25-M48
9. Links with EU Programs / Platforms / Initiatives	All the project partners: <b>CNR, UNIPD, UPV, RED, GEOSERV, GALLETTI, TECNALIA, TKI, UNESCO, FAU, RGS, CRES, HYDRA, UBeG, GEOGREEN, PIETRE, SOL, DLH and SUPSI</b> have included in their TED Plans the task of identify / contact / link / cooperate in a synergic way with and national and European programs, platforms and initiatives.	M7-M48
10. Internal Project	All the project partners: <b>CNR, UNIPD, UPV, RED, GEOSERV, GALLETTI, TECNALIA, TKI, UNESCO, FAU, RGS, CRES, HYDRA, UBeG, GEOGREEN, PIETRE, SOL, DLH and</b>	M1-M48

meetings	SUPSI have included in their TED Plans the task of actively participation in internal project meetings.	
11. Congress / Conference / Workshop presentations	All the project partners: <b>CNR, UNIPD, UPV, RED, GEOSERV, GALLETTI, TECNALIA, TKI, UNESCO, FAU, RGS, CRES, HYDRA, UBeG, GEOGREEN, PIETRE, SOL, DLH and SUPSI</b> have included in their TED Plans the participation in minimum 2 national and international congresses, conferences and workshops with oral communications / papers /, posters, leaflets and brochures presenting project aims and scope, partial and final results of the project activity. Some partners specified the events: <b>UNIPD</b> (EGC 2019, Geofluid 2018, CLIMA 2019, WGC 2020), <b>RGS</b> (EGC 2019 Den Haag, REHVA Clima 2019 Bucharest), <b>UBeG</b> (GeoTherm Offenburg 2020 and / or 2021, EGC 2019, ISEC 2018 Graz), <b>UNESCO</b> (World Heritage Site of Ferrara and its Po Delta- Angels' gate, World Heritage of Split Croatia).	M7-M48
12. National Workshops in partners countries	The partners appointed by the GA as responsible for the training activity included in their TED Programs the task to organize <b>the national workshops</b> as follows: <b>Spain – UPV</b> <b>Germany – FAU</b> <b>Romania – PIETRE EDIL</b> <b>Greece – CRES</b> <b>Belgium – GEOGREEN (French) and GALLETTI (Dutch)</b> <b>Ireland – GEOSERV</b> <b>Switzerland – SUPSI</b> <b>Italy – UNIPD</b> <b>Summer / winter school – UNESCO and CNR</b>	Year #3 M37-M48
13. Poster Sessions	All the project partners: <b>CNR, UNIPD, UPV, RED, GEOSERV, GALLETTI, TECNALIA, TKI, UNESCO, FAU, RGS, CRES, HYDRA, UBeG, GEOGREEN, PIETRE, SOL, DLH and SUPSI</b> have included in their TED Plans the participation in minimum 2 national and international poster sessions in different national and European events presenting project aims and scope, partial and final results of the project activity.	M7-M48
14. Participation at fairs	All the project partners: <b>CNR, UNIPD, UPV, RED, GEOSERV, GALLETTI, TECNALIA, TKI, UNESCO, FAU, RGS, CRES, HYDRA, UBeG, GEOGREEN, PIETRE, SOL, DLH and SUPSI</b> have included in their TED Plans the participation in minimum 1 national / European fair and to disseminate information regarding project objectives and results.	M25-M48
15. Flyers / brochures / leaflets / factsheets / semester newsletters	1. As TED responsible partner, <b>RGS</b> included in the TED plan the elaboration of project's leaflet, initial brochure, factsheets, newsletters. 2. All the project partners: <b>CNR, UNIPD, UPV, RED, GEOSERV, GALLETTI, TECNALIA, TKI, UNESCO, FAU, RGS, CRES, HYDRA, UBeG, GEOGREEN, PIETRE, SOL, DLH and SUPSI</b> have included in their TED Plans the tasks of disseminating the project mentioned documents (leaflet, initial brochure, factsheets, newsletters) and to create their own dissemination tools in the national language: roll-ups, posters, flyers for their own targeted stakeholders.	M7-M48
16. Press releases	<b>CNR</b> and <b>RGS</b> included in their TED Plans the elaboration of project press releases, of joint press releases with the other EU funded projects for occasional events (congresses, conferences, at regional, national and international level).	M7-M48
17. Journal articles	All the project partners: <b>CNR, UNIPD, UPV, RED, GEOSERV, GALLETTI, TECNALIA, TKI, UNESCO, FAU, RGS, CRES, HYDRA, UBeG, GEOGREEN, PIETRE, SOL, DLH and SUPSI</b> have included in their TED Plans the cooperation in the elaboration of articles in national and European journals in order to present the project partial and final research results.	M7-M48
18. E-mails, mailing lists, online discussion lists, blogs	All the project partners: <b>CNR, UNIPD, UPV, RED, GEOSERV, GALLETTI, TECNALIA, TKI, UNESCO, FAU, RGS, CRES, HYDRA, UBeG, GEOGREEN, PIETRE, SOL, DLH and SUPSI</b> have included in their TED Plans the task to realize and continuously update the mailing lists, online discussion list, contact list for newsletter, stakeholders lists for a large dissemination according the GDPR rules.	M1-M48
19. Deliverables / Reports / other doc-	All the WP responsible partners <b>UNIPD, FAU, GALLETTI, TECNALIA, RED, GEOSERV, SOL, RGS and CNR</b> have included in their TED Plans the task to realize / coordinate the elaboration of the 68 deliverables in the project (WP1 – 6, Wp2 –	M1-M48

<b>uments according GA</b>	7, WP3 – 7, WP4 – 13, WP5 – 9, WP6 – 7, WP7 – 6, WP8 – 12, WP9 – 1). All the other project partners: <b>UPV, TKI, UNESCO, CRES, HYDRA, UBeG, GEOGREEN, PIETRE, DLH and SUPSI</b> have included in their TED Plans the task to realize as task responsible or to cooperate in the elaboration of the 68 deliverables in the project.	
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**Table 2: SPECIFIC PARTNERS TED PLANS (concatenated)**

**1. CNR**

Dissemination Method according TED Strategy	PLANNING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
<b>1. Training courses</b>	<ol style="list-style-type: none"> <li>CNR will help the responsible for the training courses in Italy - <b>UNIPD</b> in organize the national training course for specialists and for non-specialists in Italy.</li> <li>CNR will (co)organize the <b>Summer / winter school courses together with UNESCO</b></li> <li>As Coordinator and WP leader, CNR will (co)organize the “train the trainers” course, before the national course sessions.</li> <li>CNR will promote through its own channels, website and social media channels the national training courses including the Italian courses.</li> </ol>	M37 – M46
<b>2. Training tools: Manual / Manual Historical buildings / Brochure</b>	<ol style="list-style-type: none"> <li>Elaboration / edit of the training manual on the application of innovative shallow geothermal solution for Historical Buildings (English).</li> <li>As member of Project Specific Committee, verification of all the training tool aspects: scientific, technic, administrative, financial, legal etc.</li> <li>Supporting the translation of the training tools in Italian (UNIPD as main responsible).</li> <li>Printing and distributing the training tools to our stakeholders in the international / regional and local events.</li> </ol>	M30 – M36
<b>3. Project website / Partners websites / Project logo</b>	<ol style="list-style-type: none"> <li>Contribution to project website by continuously and promptly supplying the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>Informing the stakeholders about the project progress and accomplishments through all social media environments and the organization website, creating special options in the menu and including links to the GEO4CIVHIC website and synergic project.</li> <li>Participation in the decision of the project logo.</li> </ol>	M6 – M48
<b>4. Demo site information / Demo software products and tools</b>	<p>CNR will help in the implementation of the DSS and the Applications.</p> <p>CNR will provide data and disseminate Information on the activities implemented at the Residential Building Mariënborg Soest (NETHERLANDS) and Residential Building Alsamora 6 (SPAIN) (Virtual Cases).</p>	M25 – M48
<b>5. Scientific / Technical Articles in specialized media</b>	<ol style="list-style-type: none"> <li>CNR will take part, together with UNIPD and RED, in the creation of Scientific publications.</li> <li>Informing the national and European specialized media through minimum 3-6 articles (1 or 2 per Year 2-4) on the project duration.</li> <li>Communicate the publication and to upload the articles in the GEO4CIVHIC project website.</li> </ol>	M13 – M48

<b>6. Scientific / Technical Movies</b>	Contribution to the preparation of scientific and technical movies on the real cases and support of the elaboration of the general video of the project.	M25 – M48
<b>7. European centers of excellence for shallow geothermal applications</b>	CNR together with UNIPD, RED, HYDRA, GALLETTI will implement the action and will support the teaching and knowledge dissemination through the South Europe – Italy Center of Excellence.	M36 – M48
<b>8. Participation in Standardization Bodies</b>	Communication with Standardization Bodies in Italy on historical building. Contacting the European standardization bodies for an update of the current standards with provisions resulted in the project research activity for historic buildings applications.	M36 – M48
<b>9. Links with EU Programs / Platforms / Initiatives</b>	Coordination of the synergies with other EU/national projects - identify / contact / link / cooperate in a synergic way with and national and European programs, platforms and initiatives.	M1 - M48
<b>10. Internal Project meetings</b>	Participation and help in the organization of the Agenda of Kick off and semiannual project meetings (9 meetings in total). Participation in internal meeting needed during the project.	M1 - M48
<b>11. Congress / Conference / Workshop presentations</b>	Participation to national and international conference and meeting with oral communication, posters, leaflets and brochures.	M6 – M48
<b>12. National Workshops in partners countries</b>	Contribution on the organization of the national workshops in conjunction to the training course in Italy.	M37 – M46
<b>13. Poster Sessions</b>	Participation in at least one poster sessions	M1 - M48
<b>14. Participation at fairs</b>	/	/
<b>15. Flyers / brochures / leaflets / factsheets / semester newsletters</b>	CNR will cooperate at the elaboration and translation in Italian of brochures and leaflets. CNR will print the English and Italian versions and will distribute the respective project documents to target groups in Italy	M6 – M48
<b>16. Press releases</b>	CNR will organize Press release and will disseminate it to target groups in Italy and Belgium	M6 – M48
<b>17. Journal articles</b>	Contribution to journal articles	M25 – M48
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	CNR will contribute to disseminate the mailing list for the dissemination activities.	12 - 48
<b>19. Deliverables / Reports / other documents according GA</b>	CNR is responsible of D1.5, D3.5, D3.6, D3.7, D8.10, D9.1, D9.2, D9.3, D10.1 and D10.2 and will elaborate them and the planned deadlines. CNR will help other partners giving the request information for the task where he's involved. CNR will check the trend of the project and will intervene when will be necessary. Besides will contact the PO if problems incurred or it's necessary to do an Amendment	M1 – M48

## 2. UNIPD

Dissemination Method according TED Strategy	PLANING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
1. Training courses	<ol style="list-style-type: none"> <li>As partner appointed by GA as training responsible in Italy, UNIPD will organize the <b>national training course in Italy</b>, both for specialists and for non-specialists.</li> <li>As WP leader, UNIPD will (co)organize the “<b>train-the-trainers activity</b>” for all the project partners, before the courses session.</li> <li>UNIPD will <b>promote the national training courses</b> in the whole consortium and especially in Italy through all the suitable channels (project website, UNIPD website, social media etc.)..</li> </ol>	M37-M46
2. Training tools: Manual / Manual Historical buildings / Brochure	<ol style="list-style-type: none"> <li>Elaboration of all the specific chapters of the training tools (Training Manuals, Technical Brochure) as WP leader and Task leader.</li> <li>As member of the Project Specific Committees, verification of all the training tool aspects: scientific, technic, administrative, financial, legal etc.</li> <li>Translation of the training manual and technical brochure in Italian (CNR support).</li> <li>Printout of the training tools and distribution to our stakeholders in the different technical / scientific events.</li> </ol>	M30-M36
3. Project website / Partners websites / Project logo	<ol style="list-style-type: none"> <li>Contribution to project website by continuously and promptly supplying the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>Informing the stakeholders about the project progress and accomplishments through all social media environments and the organization website, creating special options in the menu and including links in the Padua University involved Departments web-pages to the GEO4CIVHIC website and synergic project.</li> <li>Participation in the decision of the project logo</li> </ol>	M6 - M48
4. Demo site information / Demo software products and tools	Dissemination of the information about the national demo site and the other project real and virtual demo cases. As for the software, UNIPD will work in the engine producing spreadsheets and routines for the sizing GHEs and for taking into account the interference between GHEs.	M25-M48
5. Scientific / Technical Articles in specialized media	<ol style="list-style-type: none"> <li>Scientific and technical articles on Italian real case and project technologies, and dissemination of the project technological innovations and results on local and national media – at least twice a year starting the second year of the project (6 articles in total).</li> <li>All the articles will be communicated and uploaded in the GEO4CIVHIC project website.</li> </ol>	M13-M48
6. Scientific / Technical Movies	Contribution to the preparation of scientific and technical short movies about real cases in all the phases from planning to building until the running and performances monitoring Support the elaboration of the general video of the project	M25-M48
7. European centres of excellence for shallow geothermal applications	As task leader for South Europe, UNIPD will cooperate in the concept definition and will contribute to carry out the EU centers of excellence for shallow geothermal applications.	M36-M48

<b>8. Participation in Standardization Bodies</b>	Communication with Standardization Bodies in Italy and Europe.	M36-M48
<b>9. Links with EU Programmes / Platforms / Initiatives</b>	Contribution on synergies with other running EU/national projects - identify / contact / link / cooperate in a synergic way with and national and European programs, platforms and initiatives.	M6 - M48
<b>10. Internal Project meetings</b>	Participate in kick-off and semiannual project meetings (9 meetings in total). Organization of hosted meetings Participation in the internal meetings, including "training the trainers"	M1 -M 48
<b>11. Congress / Conference / Workshop presentations</b>	Participation to the main national and international Conference and meeting (EGC 2019, Geofluid 2018, CLIMA 2019, WGC 2020)etc.) with oral communication about the project aims and scope and, following, showing the partial and final results of the project activity	M6- M48
<b>12. National Workshops in partners countries</b>	Organize one national workshop in conjunction to the training course in Italy	M37-M46
<b>13. Poster Sessions</b>	Participation in at least two poster sessions	M1 - M48
<b>14. Participation at fairs</b>	Participation in at least two fairs in Italy	M6 - M48
<b>15. Flyers / brochures / leaflets / factsheets / newsletters</b>	UNIPD will cooperate at the elaboration and translation of the content of all the dissemination tools, will print the English or Italian versions (minimum 50 copies of each document) and will distribute the respective project documents to target groups in Italy	M6-M48
<b>16. Press releases</b>	UNIPD will cooperate in the elaboration of the Press release by the Coordinator and will disseminate it to target groups in Italy	M6-M48
<b>17. Journal articles</b>	UNIPD will Contribute to journal articles	M25-M48
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	UNIPD will create and periodically update the mailing list for the dissemination directly realized by the project IT system and will ensure the direct Distribution of project information to target groups in Italy by email	M4 - M48
<b>19. Deliverables / Reports / other documents according GA</b>	As responsible of the following deliverable; D1.3, D1.6, D2.5, D2.6, D3.3, D5.8, D8.11. will elaborate them at the planned deadlines. UNIPD will cooperate with the responsible partners transmitting information, data for other deliverable and reports working actively in most of the deliverables.	M12-M48

## 3. UPV

Dissemination Method according TED Strategy	PLANNING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
1. Training courses	<ol style="list-style-type: none"> <li>As partner appointed by the GA as responsible for the national training activity, UPV will organize <b>the training courses both for specialists and for non-specialists</b> in Spain and will cooperate with the other local partners TECNALIA and SOLINTEL</li> <li>UPV will cooperate in the <b>“train the trainers” activity</b> before the national course sessions.</li> <li>UPV will <b>promote the national training courses</b> in Spain through all the suitable and accessible information channels.</li> </ol>	46
2. Training tools: Manual / Manual Historical buildings / Brochure	<ol style="list-style-type: none"> <li>Translation of the training manual into Spanish (with TECNALIA and SOLINTEL support).</li> <li>Cooperation in translation into Spanish and printing of the technical brochure (with TECNALIA and SOLINTEL).</li> <li>Printing and distributing the training tools to our own stakeholders in the specific events.</li> </ol>	36 42
3. Project website / Partners websites / Project logo	<ol style="list-style-type: none"> <li>Contribution to project website by continuously and promptly supplying the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>Informing the stakeholders about the project progress and accomplishments through all social media environments and the organization website, creating special options in the menu and including links to the GEO4CIVHIC website and synergic project.</li> <li>Participation in the decision of the project logo</li> </ol>	6 - 48
4. Demo site information / Demo software products and tools	Information on Administrative building “Palacete de la Cruz Roja” virtual demo nº2 Cooperation in the design of the Demo site tools lead by RED.	6-48
5. Scientific / Technical Articles in specialized media	<ol style="list-style-type: none"> <li>Informing about the virtual demo case “Palacete de la Cruz Roja” in Spanish media through minimum 3 articles on the project duration.</li> <li>Communicate the publication and to upload the articles in the GEO4CIVHIC project website.</li> </ol>	Year 2-4
6. Scientific / Technical Movies	Contribution to the preparation of scientific and technical movies regarding the demo-cases in Spain.	48
7. European centers of excellence for shallow geothermal applications	UPV together with TECNALIA and SOL will implement the action and to support the teaching and knowledge dissemination through the Western Europe – Spain Center of Excellence.	48
8. Participation in Standardization Bodies	Communication with Standardization Bodies in Spain for updating the current standards with provisions resulted in the project research activity for historic buildings applications.	48
9. Links with EU Programs / Platforms / Initiatives		1 - 48
10. Internal Project meetings	Participation in project meetings (9 meetings in total)	1 - 48
11. Congress / Conference / Workshop presentations	Cooperation in the 3 international project workshops together with other project partners	24-46

<b>12. National Workshops in partners countries</b>	Co-organisation of a national workshop in Spain with the other local partners (TECNALIA – SOLINTEL)	46
<b>13. Poster Sessions</b>	Participation in two poster sessions	1 - 48
<b>14. Participation at fairs</b>	Participation at national/international fairs	1 - 48
<b>15. Flyers / brochures / leaflets / factsheets / semester newsletters</b>	Distribution of project flyers, brochures, leaflets, factsheets and the project newsletters to target groups (stakeholders) in Spain Cooperation in translation into Spanish and printing (with TECNALIA and SOLINTEL).	46
<b>16. Press releases</b>	Communication of the press releases to target groups in Spain	45
<b>17. Journal articles</b>	Contribution to journal articles regarding the results obtained in the project tasks involved	48
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	Distribution of project newsletter to target groups in Spain by email	12 - 48
<b>19. Deliverables / Reports / other documents according GA</b>	<ul style="list-style-type: none"> <li>• D2.4 “Simulation and design of co-axial heat exchangers with regard to performance and costs” (Confidential)</li> <li>• D4.1 “Preliminary analysis and generation of possible different modular solutions description for civil and historical buildings” (Public)</li> <li>• D5.9 “Evaluation of efficiency and viability of installations in individual retrofitted buildings” (confidential)</li> <li>• D7.6 “Report on IPR strategy development and management” (Public)</li> </ul>	<p>18</p> <p>18</p> <p>40</p> <p>48</p>

## 4. RED

Dissemination Method according TED Strategy	PLANNING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
1. Training courses	<ol style="list-style-type: none"> <li>RED will help UNIPD in organizing the national training courses in Italy and will help GEOGREEN and GALLETTI BELGIUM with the organization of the national training courses in Belgium.</li> <li>As WP leader, RED will “train the trainers” from all the partners, before the national course sessions.</li> <li>RED will transmit information and will directly promote the national training courses through all its accessible channels.</li> </ol>	M37 – M46
2. Training material: Manual / Manual Historical buildings / Brochure	<ol style="list-style-type: none"> <li>RED will elaborate the chapter and the short movies corresponding to the WP in which we are leaders for the training manual and technical brochure as WP and task Leader.</li> <li>As member of Project Specific Committees we will verify all the training tool aspects: scientific, technic, administrative, financial, legal etc.</li> <li>RED will help GALLETTI in the translation in Flemish of the training manual and brochure.</li> <li>RED will print out brochure and leaflet for dissemination to the stakeholders in different events.</li> </ol>	M30 – M36
3. Project website / Partners websites / Project logo	<ol style="list-style-type: none"> <li>Contribution to project website by continuously and promptly supplying the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>Informing the stakeholders about the project progress and accomplishments through all social media environments and the organization website, creating special options in the menu and including links to the GEO4CIVHIC website and synergic project.</li> <li>Participation in the decision of the project logo</li> </ol>	M6 – M48
4. Demo site information / Demo software products and tools	<ol style="list-style-type: none"> <li>RED will provide (together with GEOGREEN) the information on real demo site in Belgium.</li> <li>RED will disseminate, as WP5 leader, the information about the real and Virtual Demo Sites.</li> <li>RED will create the two Applications of the project and will help with the engine production of DSS and BEMS.</li> <li>Beside RED will help with the dissemination of the DSS and will do the dissemination of the Two Application</li> </ol>	M25 – M48
5. Scientific / Technical Articles in specialized media	<ol style="list-style-type: none"> <li>RED will take part, together with UNIPD, Galletti and CNR, in the creation of 3-6 articles in Scientific publications.</li> <li>Communicate the publication and to upload the articles in the GEO4CIVHIC project website.</li> </ol>	M13 – M48
6. Scientific / Technical Movies	Contribution to the preparation / realization of scientific and technical movies on the real cases and support of the elaboration of the general video of the project.	M25 – M48
7. European centers of excellence for shallow geothermal applications	RED together with UNIPD, CNR, HYDRA, GALLETTI will implement the action and will support the teaching and knowledge dissemination through the South Europe – Italy Center of Excellence.	M36 – M48
8. Participation in Standardization Bodies	Contacting the national standardization body for updating the current standards with provisions resulted in the project research activity for historic buildings applications.	/

<b>9. Links with EU Programs / Platforms / Initiatives</b>	Contribution on synergies with other EU/national projects - identify / contact / link / cooperate in a synergic way with and national and European programs, platforms and initiatives.	M1 - M48
<b>10. Internal Project meetings</b>	Participate in Kick off and semiannual project meetings (9 meetings in total). Participation in internal meeting needed during the project, most of all those regarding real case studies.	M1 - M48
<b>11. Congress / Conference / Workshop presentations</b>	Participation to national and international conference and meeting with oral communication, posters, leaflets and brochures.	M6 – M48
<b>12. National Workshops in partners countries</b>	Contribution on the organization of the national workshops in conjunction to the training course in Italy and Belgium	M37 – M46
<b>13. Poster Sessions</b>	Participation in at least one poster sessions	M1 - M48
<b>14. Participation at fairs</b>	Participation in at least one fair in Italy	M1 - M48
<b>15. Flyers / brochures / leaflets / factsheets / semester newsletters</b>	RED will cooperate at the elaboration and translation of brochures and leaflets. RED will print the English, Italian and Flemish versions and will distribute the respective project documents to target groups in Italy	M6 – M48
<b>16. Press releases</b>	RED will cooperate in the elaboration of the Press release by the Coordinator and will disseminate it to target groups in Italy and Belgium	M6 – M48
<b>17. Journal articles</b>	Contribution to journal articles	M25 – M48
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	RED will contribute to disseminate the mailing list for the dissemination activities.	12 - 48
<b>19. Deliverables / Reports / other documents according GA</b>	RED is responsible of D4.9, D4.10 and D4.13 and will elaborate them and the planned deadlines. RED will help other partners giving the request information for the task where he's involved. RED will coordinate and control the deliverable of WP5.	M1 – M48

## 5. GEOSERV

Dissemination Method according TED Strategy	PLANING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
1. Training courses	<ol style="list-style-type: none"> <li>As partner appointed by the GA as responsible for the training activity, GEOSERV will organise the national training courses both for specialists and for non-specialists (2 sessions) in Ireland to disseminate the activities and results of the project.</li> <li>As WP leader, GEOSERV will “train the trainers” from all the partners, before the national course sessions.</li> <li>GEOSERV will promote the national training courses through all the suitable and accessible informational channels.</li> </ol>	M37-M46
2. Training tools: Manual / Manual Historical buildings / Brochure	<ol style="list-style-type: none"> <li>As WP leader, GEOSERV will elaborate the corresponding chapters in all the training tools (Manuals and Brochures) and the corresponding short movies with specific information about Irish case study sites.</li> <li>As partner having English as native language, GEOSERV will linguistically verify of all the training tools elaborated in English language.</li> <li>Printing and distributing the training tools to the stakeholders in technical / scientific events.</li> </ol>	Ongoing M1 to M48
3. Project website / Partners websites / Project logo	<ol style="list-style-type: none"> <li>Contribution to project website by continuously and promptly supplying the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>Informing the stakeholders about the project progress and accomplishments through all social media environments and the organization website, creating special options in the menu and including links to the GEO4CIVHIC website and synergic project.</li> <li>Participation in the decision of the project logo</li> </ol>	Ongoing M6 to M48
4. Demo site information / Demo software products and tools	Development of technical brochures including information on Irish case study sites. Dissemination of this information in heating& cooling industry publications.	Ongoing M1 to M48
5. Scientific / Technical Articles in specialized media	<ol style="list-style-type: none"> <li>Contribution to project publication of scientific articles, drafting and submittal of 3 scientific article on Irish case study site.</li> <li>Communicate the publication and upload the articles in the GEO4CIVHIC project website.</li> </ol>	M12 – M48
6. Scientific / Technical Movies	Provide footage and make contributions to project technical and scientific movies based on the Irish case study site experience	M25 – M48
7. European centres of excellence for shallow geothermal applications	GEOSERV together with FAU, TKI, UNESCO and UBeG will implement the action and will support the teaching and info / knowledge dissemination through the Central – North Europe – Germany excellence center.	M40 – M48
8. Participation in Standardization Bodies	NSAI Representative to CEN/TC 451 working group on geothermal collectors in collaboration with other project partners also involved in the same group	Ongoing M1 to M48
9. Links with EU Programmes / Platforms / Initiatives	Establish links with other EU Programme and research projects on similar topics. Provide contributions through membership to the Geothermal Panel of the Renewable Heating and Cooling Platform	Ongoing M1 to M48
10. Internal Project meetings	Participation to 9 Internal project meetings and seminars. Organise up to 5 No. WP6 workshops at internal meet-	Ongoing M1 to M48

	ings	
<b>11. Congress / Conference / Workshop presentations</b>	Participation at 1 No. International conferences and 2 No. National conferences to disseminate project results	M8 to M48
<b>12. National Workshops in partners countries</b>	Organise up to 2 No. National Workshops in Ireland to present the project and disseminate results as appropriate	M45
<b>13. Poster Sessions</b>	Participate in at least 1 No. Poster session presenting Irish case study sites and project background	Ongoing M1 to M48
<b>14. Participation at fairs</b>	Participate in at least 1 No. Energy and building services fair per annum	Ongoing M8 to M48
<b>15. Flyers / brochures / leaflets / factsheets / semestral newsletters</b>	Distribution of project factsheets, project brochures and flyers to selected target audiences in Ireland	M46
<b>16. Press releases</b>	Issue 2 No. Press releases in Ireland to target stakeholder groups	M46
<b>17. Journal articles</b>	Contribution to journal articles	M48
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	Project information to be distributed by target email list	From M12 tp M48
<b>19. Deliverables / Reports / other documents according GA</b>	D5.7 Evaluation of Real Demo Ireland D6.1 Regulatory Analysis D6.2 Report on EIA D6.4 Risk Assessment Methodology D6.7 Transferrable Guidelines	M36 M11 M23 M26 M45

**6. GALLETTI**

Dissemination Method according TED Strategy	PLANING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
<b>1. Training courses</b>	<ol style="list-style-type: none"> <li>GALETTI, as partner appointed by the GA as responsible for the training activity in Belgium (Dutch) will organize the respective national courses.</li> <li>As WP leader, GALLETTI will train the teaching involved partners before the courses session.</li> <li>GALLETTI will promote the national training courses through its specific, suitable and accessible informational channels (websites, social media).</li> </ol>	M37-M46
<b>2. Training material: Manual / Manual Historical buildings / Brochure</b>	<ol style="list-style-type: none"> <li>Elaboration of the specific chapter in all the training tools (Training Manual, Technical Brochure).</li> <li>Translation of the training manual in Italian</li> <li>Translation of the training tools in Dutch.</li> <li>Printing and distributing the training tools to the own stakeholders in the scientific / technical events.</li> </ol>	M30-M36
<b>3. Project website / Partners websites / Project logo</b>	<ol style="list-style-type: none"> <li>Contribution to project website by continuously and promptly supplying the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>Informing the stakeholders about the project progress and accomplishments through all social media environments and the organization website, creating special options in the menu and including links to the GEO4CIVHIC website and synergic project.</li> <li>Participation in the decision of the project logo.</li> </ol>	M6 - M48
<b>4. Demo site information / Demo software products and tools</b>	Dissemination of the information about the demo sites and the heat pumps installed.	M25-M48
<b>5. Scientific / Technical Articles in specialized media</b>	<ol style="list-style-type: none"> <li>Scientific and technical articles on the new refrigerants and the innovative heat pumps, as well as dissemination of the project technological innovations and results on local and national media.</li> <li>All the articles will be communicated and uploaded in the GEO4CIVHIC project website.</li> </ol>	M13-M48
<b>6. Scientific / Technical Movies</b>	<ol style="list-style-type: none"> <li>Contribution to the preparation of scientific and technical short movies about real cases in all the phases from planning to building until the running and performances monitoring.</li> <li>Support the elaboration of the general video of the project.</li> </ol>	M25-M48
<b>7. European centres of excellence for shallow geothermal applications</b>	GALLETTI together with UNIPD, CNR, RED, HYDRA will implement the action and will support the teaching and knowledge dissemination through the South Europe – Italy Center of Excellence.	M36-M48
<b>8. Participation in Standardization Bodies</b>	Contacting the national standardization body for updating the current standards with provisions resulted in the project research activity for historic buildings applications.	
<b>9. Links with EU Programmes / Platforms / Initiatives</b>	Contribution on synergies with other running EU/national projects - identify / contact / link / cooperate in a synergic way with and national and European programs, platforms and initiatives	M6 - M48
<b>10. Internal Project meetings</b>	Participate in kick-off and semiannual project meetings (9 meetings in total). Organization of hosted meetings	M1 - M 48

	Participation in the internal meetings, including “training the trainers”	
<b>11. Congress / Conference / Workshop presentations</b>	Participation to workshops which may be organized within Conferences and Congresses by showing the partial and final results of the project activity	M6- M48
<b>12. National Workshops in partners countries</b>	Organize one national workshop in conjunction to the training course in Italy	M37-M46
<b>13. Poster Sessions</b>	Participation in at least two poster sessions	M1 - M48
<b>14. Participation at fairs</b>	Participation in at least one fair in Italy	M - M48
<b>15. Flyers / brochures / leaflets / factsheets / semestral newsletters</b>	GALLETTI will cooperate at the elaboration and translation of the content of all the dissemination tools, will print the English or Flemish versions (minimum 50 copies of each document) and will distribute the respective project documents to target groups in Belgium	M6-M48
<b>16. Press releases</b>	<	M6-M48
<b>17. Journal articles</b>	GALLETTI will Contribute to journal articles	M25-M48
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	GALLETTI will create and periodically update the mailing list for the dissemination directly realized by the project IT system and will ensure the direct distribution of project information to target groups in Belgium by email	M4 - M48
<b>19. Deliverables / Reports / other documents according GA</b>	As Responsible of the following deliverable; D3.2 and D3.4 will elaborate them at the planed deadlines. GALLETTI will cooperate with the responsible partners transmitting information, data for other deliverable and reports dealing with heat pumps technology and refrigerant fluids.	M12-M48

## 7. TECNALIA

Dissemination Method according TED Strategy	PLANNING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
1. Training courses	<ol style="list-style-type: none"> <li>TECNALIA will cooperate with UPV in (co)organizing the national training tools in Spain.</li> <li>As VP leader, TECNALIA will “train the trainers” from all the partners, before the national course sessions.</li> <li>TECNALIA will promote the training courses through all accessible informational channels.</li> </ol>	46
2. Training tools: Manual / Manual Historical buildings / Brochure	<ol style="list-style-type: none"> <li>As WP leader TECNALIA will elaborate the corresponding chapter in all the training tools (Manual and Brochure) and the corresponding short movies.</li> <li>Collaborate with UPV in the translation of the training tools in Spanish.</li> <li>Printout of the training tools in Spanish and distributing them to the stakeholders in the national / local events.</li> </ol>	36 42
3. Project website / Partners websites / Project logo	<ol style="list-style-type: none"> <li>Contribution to project website by continuously and promptly supplying the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>Informing the stakeholders about the project progress and accomplishments through all social media environments and the organization website, creating special options in the menu and including links to the GEO4CIVHIC website and synergic project.</li> <li>Participation in the decision of the project logo</li> </ol>	6 - 48
4. Demo site information / Demo software products and tools	Information on the software tools developed within the project and dissemination of this information through all suitable channels.	48
5. Scientific / Technical Articles in specialized media	<ol style="list-style-type: none"> <li>Informing the national and European specialized media through minimum 3 articles on the project duration.</li> <li>Communicate the publication and to upload the articles in the GEO4CIVHIC project website.</li> </ol>	12-48
6. Scientific / Technical Movies	Contribution to the preparation / realization of scientific and technical movies related to the software tools developed in WP6.	48
7. European centers of excellence for shallow geothermal applications	TECNALIA together with UPV and SOL will implement the action and to support the teaching and knowledge dissemination through the Western Europe – Spain Center of Excellence.	36-48
8. Participation in Standardization Bodies	Contacting the national standardization body for updating the current standards with provisions resulted in the project research activity for historic buildings applications.	
9. Links with EU Programs / Platforms / Initiatives	Contribution on synergies with other EU/national projects. Dissemination of the project in the ECTP (European construction Technology Platform <a href="http://www.ectp.org">http://www.ectp.org</a> ) Platform	1 - 48
10. Internal Project meetings	Participate in semiannual project meetings (9 meetings in total)	1 - 48
11. Congress / Conference / Workshop presentations	Presentation of the project results in one congress	46
12. National Workshops in part-	Collaboration with other Spanish partners in the organization of one national workshop in conjunction to the	46

<b>ners countries</b>	training course in Spain	
<b>13. Poster Sessions</b>		
<b>14. Participation at fairs</b>		
<b>15. Flyers / brochures / leaflets / factsheets / semester newsletters</b>	Distribution of project newsletter to target groups in Spain	48
<b>16. Press releases</b>	Press release to target groups in Spain	48
<b>17. Journal articles</b>		
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	Contribution with the required information for dissemination emails, mailing-lists, etc.	12 - 48
<b>19. Deliverables / Reports / other documents according GA</b>	TECNALIA will contribute to the deliverables corresponding to WP6 and to the reports with the required information.	1-48

**8. THYSSEN**

Dissemination Method according TED Strategy	PLANING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
1. Training courses	<ol style="list-style-type: none"> <li>1. THYSSEN will cooperate with FAU in organizing the training courses in Germany.</li> <li>2. THYSSEN will involve its specialists in “training the trainers” meeting in order to prepare them for the national courses.</li> <li>3. As partner in GEO4CIVHIC, THYSSEN will promote the national workshop and training courses through all the information accessible channels especially through its own website.</li> </ol>	36-48
2. Training tools: Manual / Manual Historical buildings / Brochure	<ol style="list-style-type: none"> <li>1. Support in the translation of the training tools into German</li> <li>2. Printout of the Training Tools – German and distributing them to our stakeholders in different events.</li> </ol>	RGS
3. Project website / Partners websites / Project logo	<ol style="list-style-type: none"> <li>1. Contribution to project website by continuously and promptly supplying the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>2. Informing the stakeholders about the project progress and accomplishments through all social media environments and the organization website, creating special options in the menu and including links to the GEO4CIVHIC website and synergic project.</li> <li>3. Participation in the decision of the project logo</li> </ol>	1-48
4. Demo site information / Demo software products and tools	N/A	-
5. Scientific / Technical Articles in specialized media	<ol style="list-style-type: none"> <li>1. Submission of 2-3 technical publications / magazines (in cooperation with project partners).</li> <li>2. Communicate the publication and to upload the articles in the GEO4CIVHIC project website.</li> </ol>	12-48
6. Scientific / Technical Movies	Contribution to the preparation of technical movies.	25-48
7. European centres of excellence for shallow geothermal applications	TKI together with FAU, GEOSERV, UNESCO and UBeG will implement the action and will support the teaching and info / knowledge dissemination through the Central – North Europe – Germany excellence center.	Year 4
8. Participation in Standardization Bodies	Contacting the national standardization body for updating the current standards with provisions resulted in the project research activity for historic buildings applications.	-
9. Links with EU Programmes / Platforms / Initiatives	Contribution on synergies with other projects - identify / contact / link / cooperate in a synergic way with national and European programs, platforms and initiatives	1-48
10. Internal Project meetings	Participate in semi-annual project meetings	1-48
11. Congress / Conference / Workshop presentations	Participation in several congresses/conferences	1-48
12. National Workshops in partners countries	Organize one national workshop in conjunction to the training course in Germany (in cooperation with FAU / Hydra)	36-48

<b>13. Poster Sessions</b>	Participation in 2 poster sessions	1-48
<b>14. Participation at fairs</b>	Participation at fairs in Germany (Bauma 2019/2022)	1-48
<b>15. Flyers / brochures / leaflets / factsheets / newsletters</b>	Contribution and distribution of project newsletters, brochures and factsheets to target groups in Germany	46
<b>16. Press releases</b>	Contribution to 1-2 press releases in Germany	12-48
<b>17. Journal articles</b>	Contribution to journal articles	1-48
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	Distribution of project's newsletter to target groups in Germany	1-48
<b>19. Deliverables / Reports / other documents according GA</b>	D2.2 – „Development of a compact, rotation-vibration drilling head for urban areas”	18

## 9. UNESCO

Dissemination Method according TED Strategy	PLANNING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
1. Training courses	<ol style="list-style-type: none"> <li>UNESCO will co-organize with CNR the courses in summer / winter school for historical buildings specialists.</li> <li>UNESCO will co-organize and participate with specialists in “training – the – trainers” for the specialized courses.</li> <li>UNESCO will promote within appropriate information channels (its own website and documents) the summer / winter school for historical buildings specialists.</li> </ol>	46
2. Training tools: Manual / Manual Historical buildings / Brochure	<ol style="list-style-type: none"> <li>Elaboration of the training manual on the application of innovative shallow geothermal solution for Historical Buildings (English).</li> <li>Printing and distributing appropriate training tools to the potential stakeholders.</li> </ol>	20 45
3. Project website / Partners websites / Project logo	<ol style="list-style-type: none"> <li>Contribution to project website by continuously and promptly supplying the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>Informing the stakeholders about the project progress and accomplishments through all social media environments and the organization website, creating special options in the menu and including links to the GEO4CIVHIC website and synergic project.</li> <li>Participation in the decision of the project logo</li> </ol>	6 - 48
4. Demo site information / Demo software products and tools	<p>Dissemination of the information on the activities implemented at the world Heritage Site of Ferrara and its Po Delta- Angels’ gate (real demo case).</p> <p>Dissemination of the information on the activities implemented at the world Heritage of Split (virtual demo case).</p>	Year 3 and 4
5. Scientific / Technical Articles in specialized media	<ol style="list-style-type: none"> <li>Informing the national and European specialized media through minimum 3 articles on the project duration.</li> <li>Communicate the publication and to upload the articles in the GEO4CIVHIC project website.</li> </ol>	12-48
6. Scientific / Technical Movies	Contribution to the preparation / realization of scientific and technical movies for the sites under UNESCO competence	48
7. European centers of excellence for shallow geothermal applications	UNESCO together with FAU, TKI, GEOSERV and UBeG will implement the action and will support the teaching and info / knowledge dissemination through the Central – North Europe – Germany excellence center.	36-48
8. Participation in Standardization Bodies	N/A	48
9. Links with EU Programs / Platforms / Initiatives	Contribution on synergies with other EU/national projects.	1 - 48
10. Internal Project meetings	Participate in semiannual project meetings (9 meetings in total)	1 - 48
11. Congress / Conference / Workshop presentations	Presentation on the activities implemented at the world Heritage Site of Ferrara and its Po Delta- Angels’ gate (real demo case) and at the world Heritage of Split Croatia (virtual demo case)	46
12. National Workshops in partners countries		46

<b>13. Poster Sessions</b>		1 - 48
<b>14. Participation at fairs</b>		1 - 48
<b>15. Flyers / brochures / leaflets / factsheets / semester newsletters</b>	Distribution of project newsletter to target groups in Europe	46
<b>16. Press releases</b>	Press release to target groups in demo sites countries	45
<b>17. Journal articles</b>	Contribution to journal articles	48
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	Distribution of UNESCO Regional Office newsletter "Bridges" inclusive o GEO4CIVHIC related info to target groups in Europe and world-wide	12 - 48
<b>19. Deliverables / Reports / other documents according GA</b>	D5.1 Identification of historical buildings as real and virtual D5.5 Evaluation of performance in real demonstration facility No 2	9 - 36

## 10. FAU

Dissemination Method according TED Strategy	PLANING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
1. Training courses	<ol style="list-style-type: none"> <li>As responsible with the training activity in Germany, FAU will organize the national workshops and training courses both for specialists and for non-specialists.</li> <li>As WP leader, FAU will “train the trainers” from all the partners, before the national course sessions.</li> <li>FAU will largely promote the training courses through accessible information channels / websites.</li> </ol>	36-48
2. Training tools: Manual / Manual Historical buildings / Brochure	<ol style="list-style-type: none"> <li>Elaboration of the corresponding chapter in the training tools (Manual and Brochure) and the corresponding short movies.</li> <li>Translation of the training tools into German language (with the other German partners support).</li> <li>Printout of the technical brochure in German language and distribution of the appropriate training tools to the stakeholders in technical and scientific events.</li> </ol>	Years 3 and 4
3. Project website / Partners websites / Project logo	<ol style="list-style-type: none"> <li>Contribution to project website by continuously and promptly supplying the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>Informing the stakeholders about the project progress and accomplishments through all social media environments and the organization website, creating special options in the menu and including links to the GEO4CIVHIC website and synergic project.</li> <li>Participation in the decision of the project logo</li> </ol>	6-48
4. Demo site information / Demo software products and tools	Dissemination of the information on the Paleontological department in Erlangen (Virtual case study).	36
5. Scientific / Technical Articles in specialized media	<ol style="list-style-type: none"> <li>Submission of 2-3 scientific articles in specialized media (in cooperation with project partners).</li> <li>Communication and upload the articles in project website</li> </ol>	12-48
6. Scientific / Technical Movies	Contribution to the preparation / realization of scientific and technical movies.	25-48
7. European centers of excellence for shallow geothermal applications	FAU together with, TKI, UNESCO, GEOSERV and UBeG will implement the action and will support the teaching and info / knowledge dissemination through the Central – North Europe – Germany excellence center.	20-48
8. Participation in Standardization Bodies	Contacting the national standardization body for updating the current standards with provisions resulted in the project research activity for historic buildings applications.	-
9. Links with EU Programs / Platforms / Initiatives	Contribution on synergies with other EU/national projects - identify / contact / link / cooperate in a synergic way with and national and European programs, platforms and initiatives	consecutive
10. Internal Project meetings	Participate in semiannual working & project meetings, and at Mid-Term review meetings	consecutive
11. Congress / Conference / Workshop presentations	Participation in several congresses/conferences	12-48
12. National Workshops in partners countries	Organize one national workshop in conjunction to the training course in Germany <b>(In cooperation with TKI &amp; ...)</b>	36-48

<b>13. Poster Sessions</b>	Participation in two poster sessions	consecutive
<b>14. Participation at fairs</b>	-	-
<b>15. Flyers / brochures / leaflets / factsheets / newsletters</b>	Contribution and distribution of project newsletters, brochures and factsheets to target groups in Germany	46
<b>16. Press releases</b>	1-2 Press releases in regional level	12-48
<b>17. Journal articles</b>	1 journal release	12-48
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	Distribution of project's newsletter to target groups in Germany	consecutive
<b>19. Deliverables / Reports / other documents according GA</b>	<ul style="list-style-type: none"> <li>• D.2.7 - Overview of the existing very shallow and horizontal solutions</li> <li>• D.8.11 - Report on the definition and organization of "European centers of excellence for shallow geothermal application in civil and historical buildings.</li> </ul>	30 - 47

## 11. RGS

Dissemination Method according TED Strategy	PLANING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
1. Training courses	<ol style="list-style-type: none"> <li>According GA provisions RGS will organize one training course in Romania, in cooperation with Pietre EDIL.</li> <li>As WP leader, RGS will “train the trainers” for all the partners, before the national course sessions.</li> <li>RGS will promote the national training courses through all appropriate information channels.</li> </ol>	36-48
2. Training tools: Manual / Manual Historical buildings / Brochure	<ol style="list-style-type: none"> <li>Edit the Training Manual and Technical Brochure in English based on the partners’ inputs.</li> <li>Support PIETRE in the translation of the training tools into Romanian language.</li> <li>Printout of the technical brochure in Romanian language and distribution to the stakeholders in the technical and scientific events organized in Romania.</li> </ol>	36
3. Project website / Partners websites / Project logo	<ol style="list-style-type: none"> <li>Construction and maintenance of the project’s website.</li> <li>Link to project’s website on RGS’s website and all social media environments in order to inform the stakeholders about the project progress and accomplishments.</li> <li>Contribution to the elaboration and selection of project’s logo.</li> <li>Contribution to project website with all the information regarding the project progress and accomplishments received from the partners. .</li> </ol>	6 - 48
4. Demo site information / Demo software products and tools	Dissemination of the information on the nZEB EfDen House in Bucharest - Virtual case study No. 4	36
5. Scientific / Technical Articles in specialized media	<ol style="list-style-type: none"> <li>Submission of 3 scientific articles (in cooperation with project partners).</li> <li>Informing the national and European specialized media regarding project’s accomplishments.</li> <li>Communicate the publication and upload the articles in the GEO4CIVHIC project website.</li> </ol>	12-48
6. Scientific / Technical Movies	Contribution to the preparation / realization .of scientific and technical movies	25-36
7. European centers of excellence for shallow geothermal applications	RGS together with PIETRE will implement the action and will support the teaching and knowledge dissemination through the astern Europe – Romania Center of Excellence.	20-48
8. Participation in Standardization Bodies	Connection to TC on geothermal and water wells; Connection to Romania national standardization body	-
9. Links with EU Programs / Platforms / Initiatives	Links on project’s website to other EU funded geothermal projects; Contribution on synergies with other EU/national projects/ETIP RH&C/EGEC	4 - 48
10. Internal Project meetings	Participate in 8 semiannual working & project meetings and Mid-Term review meetings	1 - 48
11. Congress / Conference / Workshop present.	Participation in several congresses/conferences: EGC 2019 Den Haag, REHVA Clima 2019 Bucharest	12-48
12. National Workshops in	Organize one national workshop in conjunction to the training course in Romania	36-48

<b>partners countries</b>	(In cooperation with Pietre EDIL)	
<b>13. Poster Sessions</b>	Participation in two poster sessions	12 - 48
<b>14. Participation at fairs</b>	GeoTherm Offenburg 2020	12 - 48
<b>15. Flyers / brochures / leaflets / factsheets / newsletters</b>	Elaboration of project's leaflet & brochure & factsheets & newsletters Elaboration of roll-ups, posters and flyers to target groups in Romania	4 - 48
<b>16. Press releases</b>	Elaboration of press releases on the project for different media institutions; Joint press releases with the other EU funded projects on the occasion of congresses and conferences at international, national and regional level	12-48
<b>17. Journal articles</b>	1 journal release	12-48
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	Distribution of project's newsletter to stakeholders' groups in partners' countries and in Romania; website forum; website repository for documents; media channels (Facebook, LinkedIn, Twitter)	6 - 48
<b>19. Deliverables / Reports / other documents according GA</b>	<ul style="list-style-type: none"> <li>• <b>D8.1</b> Production of <b>brochure and leaflet</b> – M4</li> <li>• <b>D8.2</b> Production of <b>web site</b> – M6</li> <li>• <b>D8.3</b> Report on <b>TED Plan</b> – M6</li> <li>• <b>D8.4</b> First report on <b>implementation of TED</b> activities – M12</li> <li>• <b>D8.5</b> Second report on <b>implementation of TED</b> activities – M 24</li> <li>• <b>D8.6</b> Report on the <b>Training Plan and National workshops</b> - M 36</li> <li>• <b>D8.7</b> Production of <b>Training Manual and brochure</b> (EN &amp; national languages) - M 36</li> <li>• <b>D8.8</b> Third report on <b>implementation of TED</b> activities – M 36</li> <li>• <b>D8.9</b> Report on <b>Networking Activities</b> with Architects / Engineers Associations -PIETRE</li> <li>• <b>D8.10</b> Report on activities of <b>clustering and collaboration with other EU H2020</b> projects on shallow geothermal - M 47 - <b>CNR-ISAC</b></li> <li>• <b>D8.11</b> Report on the definition and organization of <b>“European centers of excellence</b> for shallow geothermal application in civil and historical buildings” – M47 - <b>UNIPD</b> for south EU, <b>FAU</b> for Central EU, <b>RGS</b> for East EU, <b>UPV</b> for West EU - (CO)</li> <li>• <b>D8.12</b> Last report on <b>implementation of TED</b> activities - M48</li> </ul>	4 - 48

**12. CRES**

Dissemination Method according TED Strategy	PLANNING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
1. Training courses	<ol style="list-style-type: none"> <li>1. According GA, GRES will organize the training course in Greece.</li> <li>2. CRES will participate with its specialists that will be trained as trainers for the course in Greece.</li> <li>3. CRES will promote the national training courses to all the potential stakeholders in Greece.</li> </ol>	46
2. Training tools: Manual / Manual Historical buildings / Brochure	<ol style="list-style-type: none"> <li>1. Translation of the training tools in Greek language.</li> <li>2. Printout of the technical brochure – Greek and distribution to the stakeholders in the local events.</li> </ol>	36 42
3. Project website / Partners websites / Project logo	<ol style="list-style-type: none"> <li>1. Contribution to project website by continuously and promptly supplying the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>2. Informing the stakeholders about the project progress and accomplishments through all social media environments and the organization website, creating special options in the menu and including links to the GEO4CIVHIC website and synergic project.</li> <li>3. Participation in the decision of the project logo</li> </ol>	6 - 48
4. Demo site information / Demo software products and tools	Dissemination of the information on the Museum of natural history of Alexandroupolis (virtual demo case).	36-48
5. Scientific / Technical Articles in specialized media	<ol style="list-style-type: none"> <li>1. Informing the Greek media through minimum 3 articles on the project duration on the Museum of natural history of Alexandroupolis virtual demo case.</li> <li>2. Communicating the publication and uploading the articles in the GEO4CIVHIC project website.</li> </ol>	48
6. Scientific / Technical Movies	Contribution to the preparation / realization of scientific and technical movies.	48
7. European centers of excellence for shallow geothermal applications	Contribution to EU centers of excellence for shallow geothermal applications.	48
8. Participation in Standardization Bodies	Communication with Standardization Bodies in Greece	48
9. Links with EU Programs / Platforms / Initiatives	Contribution on synergies with other EU/national projects.	1 - 48
10. Internal Project meetings	Participate in semiannual project meetings (9 meetings in total)	1 - 48
11. Congress / Conference / Workshop presentations	Presentation on the Museum of natural history of Alexandroupolis virtual demo case	46
12. National Workshops in partners countries	Organize one national workshop in conjunction to the training course in Greece	46
13. Poster Sessions	Participation in two poster sessions	1 - 48

<b>14. Participation at fairs</b>	Participation at fairs in Greece	1 - 48
<b>15. Flyers / brochures / leaflets / factsheets / semester newsletters</b>	Distribution of project newsletter to target groups in Greece	46
<b>16. Press releases</b>	Press release to target groups in Greece	45
<b>17. Journal articles</b>	Contribution to journal articles	48
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	Distribution of project newsletter to target groups in Greece by email	12 - 48
<b>19. Deliverables / Reports / other documents according GA</b>	<ul style="list-style-type: none"> <li>• D3.1 “Mapping of GSHP for cooling and for low and high temperature terminals for heating” (public)</li> <li>• Report on performance evaluation of Geo4CivHic solutions in Greek virtual demo site (confidential)</li> <li>• D7.1 “Report on LCC Analysis” (confidential)</li> </ul>	<p>15</p> <p>36</p> <p>47</p>

**13. HYDRA**

Dissemination Method according TED Strategy	PLANNING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
<b>1. Training courses</b>	<ol style="list-style-type: none"> <li>HYDRA will cooperate with the Italian partners in the organization of the national training courses in Italy.</li> <li>HYDRA will organize training courses in all the markets in which it operates, to inform its customers about new machines, equipment and technologies developed during the project.</li> <li>HYDRA will participate with specialists in order to be trained in “train the trainers” courses, before the national course sessions.</li> <li>HYDRA will promote the national training courses and its own courses through all the appropriate channels mainly through the own website and dissemination database.</li> </ol>	M37 – M46
<b>2. Training material: Manual / Manual Historical buildings / Brochure</b>	<ol style="list-style-type: none"> <li>HYDRA will support the elaboration of the training material and brochure.</li> <li>HYDRA will print out brochure and leaflet for dissemination to their own stakeholders.</li> </ol>	M30 – M36
<b>3. Project website / Partners websites / Project logo</b>	<ol style="list-style-type: none"> <li>Contribution to project website by continuously and promptly supplying the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>Informing the stakeholders about the project progress and accomplishments through all social media environments and the organization website, creating special options in the menu and including links to the GEO4CIVHIC website and synergic project.</li> <li>Participation in the decision of the project logo</li> </ol>	M6 – M48
<b>4. Demo site information / Demo software products and tools</b>	HYDRA will disseminate the information about the real Demo Sites.	M25 – M48
<b>5. Scientific / Technical Articles in specialized media</b>	<ol style="list-style-type: none"> <li>Inform the national and European specialized media and Scientific publications through minimum 3 articles elaborated together with UNIPD, RED and CNR,</li> <li>Communicate the publication and to upload the articles in the GEO4CIVHIC project website.</li> </ol>	M13 – M48
<b>6. Scientific / Technical Movies</b>	HYDRA will contribute to the preparation /realization of scientific and technical movies on the real cases and support of the elaboration of the general video of the project.	M25 – M48
<b>7. European centers of excellence for shallow geothermal applications</b>	HYDRA together with UNIPD, CNR, RED, GALLETTI will implement the action and will support the teaching and knowledge dissemination through the South Europe – Italy Center of Excellence.	M36 – M48
<b>8. Participation in Standardization Bodies</b>	Contacting the national standardization body for updating the current standards with provisions resulted in the project research activity for historic buildings applications.	/
<b>9. Links with EU Programs / Platforms / Initiatives</b>	Identify / contact / link / cooperate in a synergic way with and national and European programs, platforms and initiatives	M1 - M48
<b>10. Internal Project meetings</b>	HYDRA will participate in Kick off and semiannual project meetings (9 meetings in total). Participation in internal meeting needed during the project, most of all those regarding real case studies.	M1 - M48

<b>11. Congress / Conference / Workshop presentations</b>	HYDRA will participate to national and international conference and meeting with oral communication, posters, leaflets and brochures.	M6 – M48
<b>12. National Workshops in partners countries</b>	HYDRA will contribute Contribution on the organization of the national workshops in conjunction to the training course in Italy	M37 – M46
<b>13. Poster Sessions</b>	HYDRA will participate Participation in at least three poster sessions	M1 - M48
<b>14. Participation at fairs</b>	HYDRA will participate with its own exhibition and information spaces at the following international fairs: GEO FLUID - Piacenza from 03/10/2018 to 06/10/2018 ECOMONDO Rimini from 06/10/2018 to 09/10/2018 BAUMA MONACO from 08/04/2019 to 14/04/2019 CTT Moscow from 04/06/2019 to 07/06/2019 MARMOMAC Verona in September 2019	M1 - M48
<b>15. Flyers / brochures / leaflets / factsheets / semester newsletters</b>	HYDRA will cooperate at the elaboration and translation of brochures and leaflets.	M6 – M48
<b>16. Press releases</b>	HYDRA will cooperate in the elaboration of the Press release by the Coordinator and will disseminate in all countries in which it operates	M6 – M48
<b>17. Journal articles</b>	Contribution to journal articles	M25 – M48
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	HYDRA will contribute to disseminate the mailing list for the dissemination activities.	12 - 48
<b>19. Deliverables / Reports / other documents according GA</b>	HYDRA will collaborate with the other partners in the realization of the Reports and Deliverables	M1 – M48

**14. UBeG**

Dissemination Method according TED Strategy	PLANNING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
1. Training courses	<ol style="list-style-type: none"> <li>UBeG will assist FAU in organizing the national training courses in Germany and will participate with specialists in “train the trainers” sessions for all the partners, before the national courses sessions.</li> <li>UBeG will largely promote the national training courses.</li> </ol>	46
2. Training tools: Manual / Manual Historical buildings / Brochure	<ol style="list-style-type: none"> <li>Supporting FAU in the translation of the training tools in German language.</li> <li>Printing and distributing appropriate training tools to the stakeholders in technical and scientific events.</li> </ol>	
3. Project website / Partners websites / Project logo	<ol style="list-style-type: none"> <li>Contribution to project website by continuously and promptly supplying the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>Informing the stakeholders about the project progress and accomplishments through all social media environments and the organization website, creating special options in the menu and including links to the GEO4CIVHIC website and synergic project.</li> <li>Participation in the decision of the project logo</li> </ol>	6 - 48
4. Demo site information / Demo software products and tools	N/A	
5. Scientific / Technical Articles in specialized media	<ol style="list-style-type: none"> <li>Informing the German and European technical journals (e.g. BBR, the journal of the German drilling industry) and specialized media through minimum 3-6 articles on drilling, grouting, subsurface simulation etc.</li> <li>Communicate the publication and upload the articles in the GEO4CIVHIC project website.</li> </ol>	12-48
6. Scientific / Technical Movies	N/A	
7. European centers of excellence for shallow geothermal applications	UBeG together with FAU, TKI, UNESCO and GEOSERV will implement the action and will support the teaching and info / knowledge dissemination through the Central – North Europe – Germany excellence center.	36-48
8. Participation in Standardization Bodies	Communication with Standardization Bodies in Germany and at CEN	48
9. Links with EU Programs / Platforms / Initiatives	Link to EU H2020-project GEOCOND, active member of ETIP RHC and ETIP Deep Geothermal, member of EGEN	1 - 48
10. Internal Project meetings	Participate in semiannual project and review meetings (9 meetings in total)	1 - 48
11. Congress / Conference / Workshop presentations	Presentation (probably on barriers, drilling technology, grouting, and similar); target events: GeoTherm Offenburg (2020 and/or 2021), EGC 2019, other Contribution to GEO4CIVHIC paper at ISEC 2018, Graz	46
12. National Workshops in partners countries		
13. Poster Sessions		

<b>14. Participation at fairs</b>	Contribution to participation at fairs (mainly GeoTherm Offenburg)	
<b>15. Flyers / brochures / leaflets / factsheets / semester newsletters</b>	Distribution of project newsletter to target groups in Germany	46
<b>16. Press releases</b>	Translation and distribution of press release to target groups in Germany	45
<b>17. Journal articles</b>	Contribution to journal articles	48
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>		
<b>19. Deliverables / Reports / other documents according GA</b>	• D1.1 "Report on different kind of barriers for shallow geothermal in deep renovation" (public)	9
	• D2.1 "Overview of vertical geothermal heat exchangers and corresponding drilling machine techniques" (public)	6
	• D6.6 "Recommendations to CEN Technical Working Groups for the technologies developed" (public)	30

**15. GEOGREEN**

Dissemination Method according TED Strategy	PLANING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
<b>1. Training courses</b>	<ol style="list-style-type: none"> <li>As responsible according GA provisions, GEOGREEN will organize the national training courses both for specialists and for non-specialists in Belgium, in French.</li> <li>GEOGREEN will participate with its specialists involved in national courses at the “train the trainers” session organized by the consortium before the national course sessions.</li> <li>We will promote the courses activity using our specific channels before organizing the national training courses for specialists and for non-specialists in Belgium, in French..</li> </ol>	M37 - M46
<b>2. Training tools: Manual / Manual Historical buildings / Brochure</b>	<ol style="list-style-type: none"> <li>Contribution in the elaboration of the training material and brochure.</li> <li>Translation in Flemish of the training tools (manual and brochure).</li> <li>Print out brochure and leaflet for dissemination to stakeholders in different events.</li> </ol>	M30 – M36
<b>3. Project website / Partners websites / Project logo</b>	<ol style="list-style-type: none"> <li>Contribution to project website by continuously and promptly supplying the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>Informing the stakeholders about the project progress and accomplishments through all social media environments and the organization website, creating special options in the menu and including links to the GEO4CIVHIC website and synergic project.</li> <li>Participation in the decision of the project logo</li> </ol>	M6 – M48
<b>4. Demo site information / Demo software products and tools</b>	<ol style="list-style-type: none"> <li>Provide / disseminate (together with RED) the information on real demo site in Mechelen.</li> <li>Provide / disseminate the information on the castle of Attre virtual demo case</li> </ol>	M25 – M48
<b>5. Scientific / Technical Articles in specialized media</b>	<ol style="list-style-type: none"> <li>Informing the national and European specialized media through minimum 3 articles on the project duration.</li> <li>Communicating the publication and uploading the articles in the GEO4CIVHIC project website.</li> </ol>	M13 – M48
<b>6. Scientific / Technical Movies</b>	Contribution to the preparation of scientific and technical movies on the real cases in Belgium.	M25 – M48
<b>7. European centres of excellence for shallow geothermal applications</b>	Contribution to the creation EU centers of excellence for shallow geothermal applications	M36 – M48
<b>8. Participation in Standardization Bodies</b>	Communication with Standardization Bodies in Belgium.	M48
<b>9. Links with EU Programmes / Platforms / Initiatives</b>	Contribution on synergies with other EU/national projects	M1 - M48
<b>10. Internal Project meetings</b>	Participate in Kick off and semiannual project meetings (9 meetings in total). Participation in internal meeting needed during the project, most of all those regarding real case studies.	M1 - M48
<b>11. Congress / Conference / Workshop presentations</b>	Presentation on castle of Attre virtual demo case & family house in Mechelen, real case	M6 – M48
<b>12. National Workshops in part-</b>	Organization of the national workshops in conjunction to the training course in Belgium	M37 – M46

<b>ners countries</b>		
<b>13. Poster Sessions</b>	Participation in at least one poster sessions	M1 - M48
<b>14. Participation at fairs</b>	Participation in at least one fair in Belgium	M1 - M48
<b>15. Flyers / brochures / leaflets / factsheets / newsletters</b>	Cooperation at the elaboration and translation of brochures and leaflets. Printing the English and French versions and distribution of the respective project documents to target groups in Belgium	M6 – M48
<b>16. Press releases</b>	Cooperation in the elaboration of the Press release by the Coordinator and dissemination it to target groups in Belgium	M6 – M48
<b>17. Journal articles</b>	Contribution to journal articles	M25 – M48
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	Contribution to disseminate the mailing list for the dissemination activities	M12 – M48
<b>19. Deliverables / Reports / other documents according GA</b>	Responsible for D5.6 - Evaluation of performance in real demonstration facility n°3 (confidential)	M36

**16. PIETRE**

Dissemination Method according TED Strategy	PLANNING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
<b>1. Training courses</b>	<ol style="list-style-type: none"> <li>Organise 2 training courses in Romania (one for specialists and one for non-specialists) targetted to architects.</li> <li>Train our specialists in the “training the trainers” courses organized in the consortium.</li> <li>Promoting the courses in Romania and in the other countries through our dissemination channels (website, newsletters, mail contacts etc.)</li> </ol>	Year3 / M35 and Year4 / M47
<b>2. Training material: Manual / Manual Historical buildings / Brochure</b>	<ol style="list-style-type: none"> <li>Translation into Romanian and print of the training manual (with RGS support).</li> <li>Translation into Romanian and print of the technical brochure, flyers (with RGS support).</li> <li>Elaboration/production/stamp of the project banner in Romanian language.</li> </ol>	Year3 and 4
<b>3. Project website / Partners websites / Project logo</b>	<ol style="list-style-type: none"> <li>Contribution to project website and own website, Facebook page, linked in, twitter, instagram update.</li> <li>Pietre Edil will update informations on its own site after each meeting of the project.</li> <li>Elaboration of the logo of the project.</li> <li>Pietre Edil elaborated the FB page of the project – and will continuously update it.</li> </ol>	Year 1-Year 4/ M1 – M48 Year1 / M3 Year1 / M3
<b>4. Demo site information / Demo software products and tools</b>	Dissemination of the information on virtual demo case.	Year2 / M24
<b>5. Scientific / Technical Articles in specialized media</b>	<ol style="list-style-type: none"> <li>Inform the Romanian specialized media through minimum 3-6 articles on the project duration.</li> <li>Communicate the publication and upload the articles in the GEO4CIVHIC project website.</li> </ol>	Year2-4
<b>6. Scientific / Technical Movies</b>	Contribution in making scientific and technical short movies.	Year 2-4
<b>7. European centres of excellence for shallow geothermal applications</b>	PIETRE together with RGS will implement the action and will support the teaching and knowledge dissemination through the astern Europe – Romania Center of Excellence.	Year4/ M48
<b>8. Participation in Standardization Bodies</b>	Communication with Standardization Bodies in Romania ( RINA Simtex, TUV , Lloyds, SRAC ) and with the Romanian Accreditation National body RENAR	Year1-Year4 / M9-M42
<b>9. Links with EU Programmes / Platforms / Initiatives</b>	Synergies with other EU/national projects - identify / contact / link / cooperate in a synergic way with and national and European programs, platforms and initiatives	Year1-Year4 / M1-M48
<b>10. Internal Project meetings</b>	Participate in semi-annual project and review meetings (9 meetings in total)	Year1-Year4 / M1-M48
<b>11. Congress / Conference / Workshop presentations</b>	Participation to one national Congress, Conference or Workshop	Year 4/ M43-M48
<b>12. National Workshops in partners countries</b>	Participation to one National workshop in Partners countries	Year 4/ M43-M48
<b>13. Poster Sessions</b>	Participation at one poster session	Year 3/ M 35
<b>14. Participation at fairs</b>	Participation at one fair in Romania	Year 3-Year4 / M35-M36

<b>15. Flyers / brochures / leaflets / factsheets / newsletters</b>	Distribution of project newsletter to target groups in Romania – <i>(each time we will have the opportunity)</i>	Year 1 –Year 4 / M12-M48
<b>16. Press releases</b>	Press release to target groups in Romania and/or Europe	Yea1, 2 and 3
<b>17. Journal articles</b>	Contribution to journal articles- each time we will be asked by partners Preparation of a journal article with the project's results	M1-M48 M48
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	Distribution of project newsletter to target groups in Romania, respecting GDPR regulation after each internal meeting	M1-M48
<b>19. Deliverables / Reports / other documents according GA</b>	D 5.2- "Report on data collection, design and preliminary cost-benefit analysis of the real cases"(Confidential) D5.3 "Report on data collection, preliminary design of the building and/or the HVAC system with related costs of the virtual cases" ( Confidential) D7.5 " Exploitation plan to increase the commercial attractiveness and the penetration of geothermal energy Systems" (Public) D8.9 " Report on Networking Activities with Architects / Engineers Associations and private stakeholders' involvement in the process of dissemination" (Public)	M18  M24  M48  M47

**17. SOL**

Dissemination Method according TED Strategy	PLANNING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
<b>0</b>	<b>1</b>	<b>2</b>
<b>1. Training courses</b>	<ol style="list-style-type: none"> <li>Support the organization of training course in Spain.</li> <li>Train our trainers in “train-the-trainers” courses organized in the project.</li> <li>Promote the courses to all our stakeholders in Spain.</li> </ol>	46
<b>2. Training tools: Manual / Manual Historical buildings / Brochure</b>	<ol style="list-style-type: none"> <li>Support in the translation of the training manual in Spanish.</li> <li>As member of PSC – Project Specific Committees - verification of all the training tool aspects: scientific, technic, administrative, financial, legal etc.</li> <li>Print and distribution of the training tools in Spanish to the stakeholders.</li> </ol>	Year 4
<b>3. Project website / Partners websites / Project logo</b>	<ol style="list-style-type: none"> <li>Contribution to project website by continuously and promptly supplying the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>Informing the stakeholders about the project progress and accomplishments through all social media environments and the organization website, creating special options in the menu and including links to the GEO4CIVHIC website and synergic project.</li> <li>Participation in the decision of the project logo</li> </ol>	6 - 48
<b>4. Demo site information / Demo software products and tools</b>	Support the description of Demos, software and tools, dissemination of the information inside the Spanish market.	30-48
<b>5. Scientific / Technical Articles in specialized media</b>	<ol style="list-style-type: none"> <li>Informing the national and European specialized media through 3 articles on the project duration.</li> <li>Communicate the publication and upload the articles in the GEO4CIVHIC project website.</li> </ol>	12-48
<b>6. Scientific / Technical Movies</b>	Contribution to the preparation of scientific and technical movies.	48
<b>7. European centers of excellence for shallow geothermal applications</b>	SOL together with UPV and TECNALIA will implement the action and to support the teaching and knowledge dissemination through the Western Europe – Spain Center of Excellence.	48
<b>8. Participation in Standardization Bodies</b>	Communication with Standardization Bodies in Spain	48
<b>9. Links with EU Programs / Platforms / Initiatives</b>	Contribution on synergies with other EU/national projects	1 - 48
<b>10. Internal Project meetings</b>	Participate in semiannual project and review meetings (8 meetings in total)	1 - 48
<b>11. Congress / Conference / Workshop presentations</b>	Project workshop presentation in Valencia event	46
<b>12. National Workshops in partners countries</b>	See point 11	46
<b>13. Poster Sessions</b>		
<b>14. Participation at fairs</b>	Support in participation in a possible fair in Valencia	1 - 48

<b>15. Flyers / brochures / leaflets / factsheets / semester newsletters</b>	Support the distribution of project newsletter to target groups in Spain	46
<b>16. Press releases</b>	Support press release to target groups in Spain if possible	45
<b>17. Journal articles</b>		
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	Distribution of project newsletter to target groups in Spain by email	12 - 48
<b>19. Deliverables / Reports / other documents according GA</b>	<ul style="list-style-type: none"> <li>• D1.4- (M18) Preliminary cost and business analysis for different levels of renovation in different types of building, climates and underground conditions (SOL) (PU)</li> </ul>	18
	<ul style="list-style-type: none"> <li>• D7.2 (M47) Cost-effectiveness demonstration (SOL) (PU)</li> </ul>	47
	<ul style="list-style-type: none"> <li>• D7.3 (M30) Market and Business innovation 1st version (SOL) (PU)</li> </ul>	30
	<ul style="list-style-type: none"> <li>• D7.4 (M48) Market and Business innovation 2nd version (SOL) (PU)</li> </ul>	48

## 18. DLH

Dissemination Method according TED Strategy	PLANNING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
1. Training courses	<ol style="list-style-type: none"> <li>Contribute to the organization of Winter/Summer School training course.</li> <li>Train our specialists in “train-the-trainers” courses.</li> <li>Promote the courses to our stakeholders.</li> </ol>	46
2. Training tools: Manual / Manual Historical buildings / Brochure	<ol style="list-style-type: none"> <li>Contribution to the elaboration of the training manual on the application of innovative shallow geothermal solution for Historical Buildings (English).</li> <li>Print and distribution of the training tools to the stakeholders.</li> </ol>	Months 20 - 45
3. Project website / Partners websites / Project logo	<ol style="list-style-type: none"> <li>Contribution to project website by continuously and promptly supplying the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>Informing the stakeholders about the project progress and accomplishments through all social media environments and the organization website, creating special options in the menu and including links to the GEO4CIVHIC website and synergic project.</li> <li>Participation in the decision of the project logo</li> </ol>	6 - 48
4. Demo site information / Demo software products and tools	Dissemination of the information on the activities implemented or the real site of Msida Bastion Garden in Floriana (Malta) (real demo case).	30-48
5. Scientific / Technical Articles in specialized media	<ol style="list-style-type: none"> <li>Inform the specialized media through minimum 3 articles on the project duration.</li> <li>Communicate the publication and upload the articles in the GEO4CIVHIC project website.</li> </ol>	12-48
6. Scientific / Technical Movies	Contribution to the preparation of scientific and technical movies for the real site of Msida Bastion Garden in Floriana (Malta).	48
7. European centers of excellence for shallow geothermal applications	Contribution to the EU centers of excellence for shallow geothermal applications	48
8. Participation in Standardization Bodies	Contacting the national standardization body for updating the current standards with provisions resulted in the project research activity for historic buildings applications.	48
9. Links with EU Programs / Platforms / Initiatives	Contribution on synergies with other EU/national projects	1 - 48
10. Internal Project meetings	Participate in semiannual project and review meetings (9 meetings in total)	1 - 48
11. Congress / Conference / Workshop presentations	Presentation of the activities implemented at the Msida Bastion Garden in Floriana (Malta) & organization of the Final Conference of the Project	48
12. National Workshops in partners countries	Presentation on the activities implemented at the Msida Bastion Garden in Floriana (Malta) at the national level	46

<b>13. Poster Sessions</b>	Possible Presentation of the activities implemented at the Msida Bastion Garden in Floriana (Malta) at the national level	1 - 48
<b>14. Participation at fairs</b>	Possible Presentation of the activities implemented at the Msida Bastion Garden in Floriana (Malta) at the national level	1 - 48
<b>15. Flyers / brochures / leaflets / factsheets / semester newsletters</b>	Distribution of project newsletter to target groups in Europe	46
<b>16. Press releases</b>	Press release to target groups in Malta	45
<b>17. Journal articles</b>	Contribution to journal articles	48
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	Distribution of project newsletters among the DLH target groups in Malta and Abroad	12 - 48
<b>19. Deliverables / Reports / other documents according GA</b>	D5.4 Evaluation of performance in real demonstration facility No 1	9-36

## 19. SUPSI

Dissemination Method according TED Strategy	PLANNING AREA	
	Planned actions Description of the concrete planned action(s)	Planned deadline (year of the project / month)
0	1	2
1. Training courses	<ol style="list-style-type: none"> <li>Organize the national workshop and training courses in Switzerland (both for specialists and non-specialists).</li> <li>Train our trainers through “train-the-trainers” courses organized within the project consortium.</li> <li>Promote the courses at national scale through the specific dissemination channels.</li> </ol>	36-48
2. Training tools: Manual / Manual Historical buildings / Brochure	<ol style="list-style-type: none"> <li>Contribution to training tools referred to WP we are involved.</li> <li>Support in the translation of the training tools in national languages if necessary (Italian, French, German).</li> <li>Printout of the technical brochure in national languages if necessary (Italian, French, German) and distribution to the stakeholders in technical and scientific events.</li> </ol>	M30-48
3. Project website / Partners websites / Project logo	<ol style="list-style-type: none"> <li>Contribution to project website by continuously and promptly supplying the website responsible and administrator with all the information regarding the project progress and accomplishments.</li> <li>Informing the stakeholders about the project progress and accomplishments through all social media environments and the organization website, creating special options in the menu and including links to the GEO4CIVHIC website and synergic project.</li> <li>Participation in the decision of the project logo</li> </ol>	1-48
4. Demo site information / Demo software products and tools	<ol style="list-style-type: none"> <li>Inform the specialized media through Switzerland (AIL) through minimum 3 articles.</li> <li>Communicate the publication and upload the articles in the GEO4CIVHIC project website.</li> </ol>	12-48
5. Scientific / Technical Articles in specialized media	Technical article on technical publications or magazines in Switzerland	48
6. Scientific / Technical Movies	Creation of a multimedia short video for an aspect that could be better disseminated through it. Use video also for courses and eLearning (connection to point 1).	25-48
7. European centers of excellence for shallow geothermal applications	Contribution to EU centers of excellence for shallow geothermal applications (actually we are the reference for the Italian Switzerland of the <a href="#">national Geothermie-Schweiz association</a> )	48
8. Participation in Standardization Bodies	Participation with national discussion on the geothermal theme (low enthalpy) and contact the national standardization body for updating the current standards with provisions resulted in the project research activity for historic buildings applications.	24-48
9. Links with EU Programs / Platforms / Initiatives	Identify / contact / link / cooperate in a synergic way with and national and European programs, platforms and initiatives	
10. Internal Project meetings	Participate in semiannual project and review meetings for internal dissemination of information	1-48
11. Congress / Conference / Workshop presentations	Participation / presentation of project results in 3 congresses, conferences, workshops.	
12. National Workshops in part-	Conferences and presentations on the treated themes at national and local level (proximity of BHE)	36

ners countries		
<b>13. Poster Sessions</b>	Participation in two poster sessions at national level (Switzerland): the first to present the project we are involved and the second with the project results	12-48
<b>14. Participation at fairs</b>	Participation at fairs in Switzerland focused on shallow geothermal domain	1-48
<b>15. Flyers / brochures / leaflets / factsheets / semester newsletters</b>	Translation and distribution at national and local level if necessary	1-48
<b>16. Press releases</b>	Press release to target groups in Switzerland	48
<b>17. Journal articles</b>	Contribution to one journal articles at local/national level	48
<b>18. E-mails, mailing lists, online discussion lists, blogs</b>	Distribution of project newsletter to target groups in Switzerland At the moment twice: - <a href="http://www.supsi.ch/dacd/eventi-comunicazioni/news/2018/2018-05-25.html">http://www.supsi.ch/dacd/eventi-comunicazioni/news/2018/2018-05-25.html</a> - <a href="https://geothermie-schweiz.ch/supsi-as-leading-partner-in-eu-projects/?lang=it">https://geothermie-schweiz.ch/supsi-as-leading-partner-in-eu-projects/?lang=it</a>	1-46
<b>19. Deliverables / Reports / other documents according GA</b>	<ul style="list-style-type: none"> <li>D6.3 "Recommendation for the planning and implementation of new GSHP systems in dense urban environment and related tool" (public)</li> </ul>	23