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**The project  
“Open Food Innovation University” - OFINU  
No.101128855**

**COMMUNICATION AND DISSEMINATION STRATEGY (D6.1)**

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## The Document properties

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## Document history

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1.0	Irīna Kulitāne, project manager, P1 LBTU	x	Approved at the kick off meeting.	07.05.2024	Sent to partners for review on 17.04.2024. Received corrections and recommendations integrated till 02.05.2024.

## Executive summary

Well designed and implemented communication and dissemination strategy is imperative to ensure that the project achieves the expected results, delivers them to the stakeholders and target groups to be involved, thus creating significant positive impact on them.

The Communication and dissemination strategy is designed to inform the target groups and to raise their interest on the project activities and issues addressed, to engage them in the processes, where achievement of results and their quality require feedback of the interested parties. The short-term and long-term results, such as a) the new knowledge, teaching approaches and tools, b) adopted new educational initiative - open university studies, 3) strengthened cooperation and interaction of academia and industry are important for delivering high quality higher education, thus responding to the needs of the socio-economic growth of the countries concerned and especially of their regions, what is overall objective of the OFINU.

The Communication and dissemination strategy of the OFINU project is built on clear vision of target groups to be informed and involved, the purpose of communication, and vision on channels, tools and media to be used. The selected approach will support the partners to realise all measures and maximize the effect of the activities and results, as well to create preconditions for sustainable and successful use of created results after the project.

The strategy refers to the project "Open Food Innovation University" – OFINU, No.101128855, being in implementation with support of EU Erasmus+ Programme financial support. The period of the Grant agreement covers time period 01/02/2024 till 31/01/2027. The strategy was elaborated based on the initial dissemination plan, what is part of the Grant Agreement, signed among the European Union Education, Audiovisual and Culture Executive Agency and the consortium of the project. The initial content and measures were reviewed and analysed by respective partners, additional target groups and measures were included as free will of the partners in order to achieve greater impact.

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## 1. Summary of the OFINU project

**Overall objective** - to modernise food innovation and technology related higher education in Uzbekistan and Tajikistan, thereby increasing the quality and ensuring relevance of the higher education to the needs of the socio-economic growth of the countries concerned and especially of their regions.

### **Specific objectives:**

1. Improve the quality of food processing related higher education in Uzbekistan and Tajikistan, enhance its relevance for the needs and interests of sustainable national economies, labour market and societies.
2. Create and implement innovative study form for increase of level of knowledge, skills and competencies of students and external learners, thus increasing their competitiveness in the labour market and employability potential of students.
3. Promote inclusive education, create learning opportunities for the external learners of different age, social background and geographic locations.
4. Ensure professional development for academic and administrative staff in order to impact the quality of higher education provided by the involved HEIs in the longer term.
5. Stimulate cooperation of universities and business, exchange of good practice, develop and test the study modules with and within enterprises, thus enhancing relevance of higher education to the respective business sector.
6. Enhance internationalisation of Central Asia higher education institutions and capacity to network effectively.

### **Partners:**

#### **7 full partners - universities:**

- Lead partner: Latvia University of Life Sciences and Technologies
- Uzbekistan: Samarkand Agro-innovations and Research University, Andijan Institute of Agriculture and Agro-technologies
- Tajikistan: Technological University of Tajikistan, Kulob Institute of Technology and Innovation Management, Isfara Branch of the Technological University of Tajikistan
- Slovakia: Slovak University of Agriculture in Nitra

#### **6 associated partners – 5 companies and one food processors' organization:**

##### **3 in Uzbekistan:**

- Fruit and vegetable processing sector - a group of companies "AGROMIR"
- Fruit and vegetable processing sector - the company "Navigul" MCHJ QK
- Cereal processing sector - "Samarqand don mahsulotlari" JC (Samarkand grain products)

##### **3 in Tajikistan:**

- Dairy processing sector - CJSC "Combinati Shiri Dushanbe"
- Meat processing sector - limited liability company "Orion Rustam"
- Association of Entrepreneurs of Khatlon

### **The project target groups:**

1. Involved Central Asia universities as institutions.
2. Involved Central Asia universities staff: academic staff (teachers), management staff, staff of departments.
3. Current and potential students.
4. Food processing enterprises: owners, managers, employees.
5. Public authorities - ministries, having relation to the issues targeted by the project: Ministry of Agriculture of the Republic of Uzbekistan, Ministry of Higher Education, Science and Innovation of the Republic of Uzbekistan, Ministry of Industry and New Technologies of Republic of Tajikistan, Ministry of Education and Science of the Republic of Tajikistan.
6. General public (society).

**Work packages (main groups of measures) and expected results:**

Main activities	Expected results
WP1 Creation of the environment for the Open Food Innovation University.	15 administrative staff trained and upskilled. Open university integrated (developed and adopted) at 5 Central Asia higher education institutions.
WP2 Design of the Open Food Innovation University study modules, tools and process.	7 study modules and workbooks elaborated and adopted. Digital platform created and fully functional.
WP3 Central Asia universities' capacity building.	50 teachers trained and upskilled. Pilot production or quality evaluation equipment acquired for Central Asia higher education institutions.
WP4 Open Food Innovation University study process piloting by each respective Central Asia university.	Study modules piloted. At least 100 students and at least 60 external learners have participated.
WP5 Quality and sustainability measures.	Quality assurance methodology and Sustainability plan adopted.
WP6 Dissemination and promotion.	The project and its results promoted among internal and external stakeholders. Joint forum held.
WP7 Management and coordination.	Qualitative implementation of the project and achievement of all planned results ensured.

**Measures planned with direct involvement of target groups:**

Tasks and measures planned	Public authorities	Food processing enterprises	Involved CA HEIs academic and management staff	Current and potential students	General public (society)
T1.1. Exploring the regulatory framework for the implementation of innovative study form in CA universities, setting a plan	x		x		
T1.5. Validation of the newly developed study form structure and mechanisms	x	x	x		
T1.7. Contact burse for raising awareness on the open university		x			
T2.5. Joint EU-CA designing and adaption of the study modules		x	x	x	
T2.6. Digital Open Food Innovation University	x	x	x	x	x
T4.1. Independent module piloting by each respective Central Asia university		x	x	x	
T5.2 Elaboration and adoption of the OFINU quality assurance methodology	x	x	x	x	
T5.3. Elaboration and adoption of the OFINU Sustainability plan	x	x	x	x	
T6.1. Promotion of the OFINU in Uzbekistan's, Tajikistan's national media and the Central Asia regional media		x		x	x
T6.3. Joint academic, public sector and food processing industry forum	x	x	x	x	

**Duration:** 3 years.

**Implementation period:** 01.02.2024 – 31.01.2027.

## 2. The objective of the strategy and questions covered

### ***The objective***

To inform the target groups and to raise their interest on the project activities, issues addressed, results to be produced and provided, thus ensuring their participation and achievement of the project objectives and results, and creating preconditions for sustainability of results beyond the project.

### ***Questions covered***

Who do we need to reach? Why do we need to reach them? What tools, channels and media are we going to use for delivery of messages? How will we deliver the messages that they will have the best impact on the target groups?

Communication and dissemination activities are focused mainly on partner countries - Tajikistan and Uzbekistan and their stakeholders. Communication initiatives of the European Union's countries' partners in Latvia and Slovakia are considered as a contribution of these partners to the promotion of the visibility of the project and generated results.

Target groups are divided in two categories: **internal (own staff and students) and external (all other public and private institutions and individuals)**.

## 3. Overview of measures and tasks

To supply the approaching of the OFINU project results and objectives, the partners are planning to resolve the following communication and dissemination related measures and tasks:

- Development of information materials and visuals, their wide use digitally and on-site
- Development of digital platform, containing the project website and e-learning platform, hosting and maintenance of the website and digital platform
- Creation of social media accounts, regular posts
- Regular communication of planned and held measures, achieved results via OFINU website, partners websites, social accounts, external networks, and different types of media
- Direct (face-to-face and written) communication with the public authorities, food processing entrepreneurs and their organisations
- Raising awareness of internal staff on the results, their exploitation and institutional and personal benefits.

Measures and tasks have been grouped into two categories by purpose: **communication and dissemination**.

- **Communication** of the project starts at the outset of the action and continues throughout its entire lifetime, aimed at promoting the project, results, measures, implementation of activities any other actions taken jointly by the consortium jointly or by a particular partner.
- **Dissemination** includes promotion of created and/or adopted results: deliverables (outcomes and outputs) to the target groups already being or potentially interested in their application, promoting adoption and use of created results either internally - within the institution, or externally - by relevant stakeholders.

## 4. Overview of channels, tools and media to be used

Communication tools, channels and media to be used for communication and dissemination are as following:

1. Internet (I): websites of partners and other stakeholders, social accounts, online magazines and newsletters.
2. Print (P): paper edition newspapers and magazines, booklets, posters, flyers.
3. Broadcast (B): TV and radio.
4. Direct meeting tools (DM): bilateral and multilateral face-to-face meetings, workshops, forums etc.

## 5. Internal communication and dissemination, target groups, purpose and measures

**Internal communication and dissemination** relate mainly to the internal staff and students of the involved Tajikistan's and Uzbekistan's universities.

### **Internal communication and dissemination target groups:**

The OFINU project coordinator of the each involved Central Asia university is directly responsible to communicate the project (all processes, phases, measures, results, their exploitation) to the:

- Top level management staff (rector, vice-rectors, director etc.)
- Academic Council
- Academic staff, directly involved in the project
- Staff of departments, directly involved or linked to the tasks and results (study department, master study department, department taking responsibility to adopt open university studies and to provide them etc.)
- Students potentially to be involved in piloting of the new study modules

### **Purpose of the internal communication and dissemination:**

With regard to internal communication and dissemination the coordinator has to ensure at least the following:

- Top level management staff is aware on the project, provides to the project team all required legal, financial, administrative support (inter alias flexible and favourable conditions for the involved staff to take part in the tasks), and represents the project at public institutions taking decisions having impact on the timely and qualitative implementation of the OFINU, results and their sustainability
- Academic Council is aware on the project, provides support, needed to adopt new study modules and quality assurance methodology, introduce and provide open university studies, and to ensure their quality during and after the project
- Academic staff, directly involved in the project is aware on the project overall, and particularly on their role and function, tasks, results to be achieved, deadlines to be observed, tools to interact to the partner universities staff, and requirements for development and filing of materials and documents, exploitation of the results and regulations to be observed
- Staff of departments directly involved or linked to the tasks and results is involved from the early beginning of the project, is aware on the project, knows their role and function, tasks, results to be achieved, deadlines to be observed
- Students are informed on availability of new study modules and their content, conditions to take part in pilot studies, requirements, tasks, benefits

### **Measures and tasks foreseen:**

 <b>Communication</b>	 <b>Dissemination</b>
<ul style="list-style-type: none"> <li>• Publication of information of the project on own websites and social accounts</li> <li>• Informing top level management staff, Academic Council, staff of involved departments on the project, its objectives, results to the achieved</li> <li>• Communication to the involved academic staff of the project scope, results to be achieved and achieved, staff tasks and responsibilities, rules and deadlines</li> <li>• Communication to the internal target groups the planned and held activities and follow up actions</li> <li>• Communication to the students - informing on the new study modules, possibilities to take part in the pilot studies</li> </ul>	<ul style="list-style-type: none"> <li>• Organisation of internal events for dissemination of experience and knowledge gained during study visits to EU partner countries and trainings</li> <li>• Dissemination information on the open university study form, requirements, benefits</li> <li>• Dissemination information on the contents of the new study modules</li> <li>• Raising awareness on the Open university Quality assurance methodology and its application</li> <li>• Dissemination of other content related materials</li> <li>• Dissemination of project management and coordination experience, obtained within the project</li> </ul>

**Details of tools, channels and media to be used to reach the internal target groups:**

Tools, channels and media to be used were identified already at the design stage of the project. At the launch of the project, partners reviewed the plan and assessed their relevance. Planned tools, channels and media (in the table below) are selected based on procedures adopted at partner institutions, and experience on the most effective ways to reach each specific group.

Type of communication	Tools, channels and media to be used to reach the INTERNAL target groups (per involved Central Asia country)		Format of communication
Target groups:	<i>Involved academic staff (teachers), management staff and units</i>		
	Uzbekistan	Tajikistan	
Direct meetings:	Bilateral and multilateral meetings Meetings of Academic Council Other meetings	Bilateral and multilateral meetings Meetings of Academic Council Other meetings	Presentations. Conversations.
Websites of the involved Central Asia universities:	P2 SamARU website P3 AIAA website	P4 TUT website P5 KITIM website P6 BTUTI website	Articles, videos about the project and the open university.
Target groups:	<i>Current and potential students</i>		
Broadcasts on TV and radio:	TV channel Sevimli, Uzbekistan (about 50 000 spectators) Andijan TV (about 3 million spectators).	University (TUT) TV and Radio "Marifat" (about 3900 spectators)	TV or radio broadcasts about the project and the open university. Advertisement of the open university.
Internet media - social networking sites:	Accounts on Facebook, Telegram	Accounts on Facebook, Telegram	Articles, videos about the project and the open university. Advertisement of the open university, possibilities to take part in project activities.
Printed media:	x	TUT Bulletin (published 4 times a year, circulation 100 copies) TUT newspaper "Fanovar" (published 20 times a year, circulation 1 750) BTUTI newspaper "Nawidi Donishgoh" (published 12 times a year, circulation 1200)	Articles about the project, activities, the open university.

**6. External communication and dissemination, target groups, purpose and measures**

**External communication and dissemination target groups:**

The OFINU project coordinator of the each involved Central Asia university is directly responsible for communication of the project and dissemination of the results externally. For this purpose, the coordinator shall involve public relation department and/or any other structural unit in charge of this task. The target groups to be informed are:

- Associated partners: food processing enterprises and organisation – their owners, managers, employees
- Other food processing enterprises, being interested in the activities, open university format studies or any other results created by the project

- Public authorities - ministries: Ministry of Agriculture of the Republic of Uzbekistan, Ministry of Higher Education, Science and Innovation of the Republic of Uzbekistan, Ministry of Industry and New Technologies of Republic of Tajikistan, Ministry of Education and Science of the Republic of Tajikistan
- Other public and private institutions, dealing in the field of higher education, lifelong education, food technology and innovation
- General public (society)
- European Union institutions, operating in Uzbekistan and Tajikistan, especially European Commission Delegation and National Erasmus Offices, and other foreign institutions.

**Purpose of the external communication and dissemination:**

With regard to external communication and dissemination the partners coordinators have to ensure at least the following:

- Associated partners: food processing enterprises are aware on the project, are involved in all planned activities (tasks) in planned scope and number, have provided feedback on relevance of the new study modules content, teaching methods applied, open university studies mechanisms and approaches, and have ensured required publicity on their websites
- Other food processing enterprises are aware on the project, and possibilities to take part in activities, as well as have been invited to the contact bourse and the joint forum
- Public authorities - ministries are aware on the project and expected results, have provided all necessary support to develop and adopt the open university in planned deadline and scope, have taken part in the joint forum, as well provide continuous support till the end of the project
- Other public and private institutions are aware on the project, and possibilities to take part in activities, as well as have been invited to the contact bourse and the joint forum
- General public is regularly (according to the activity timetable) informed on the project, measures, results
- European Union institutions and Latvia Embassy in Uzbekistan are regularly informed on the project, main measures, results, and are invited to the main measures of the project

**Measures and tasks foreseen:**

 <b>Communication</b>	 <b>Dissemination</b>
<ul style="list-style-type: none"> <li>• Information on the project to be provided on websites of partners and associated partners</li> <li>• Project website to be elaborated and linked to the websites of partners</li> <li>• Social accounts to be created and maintained on Facebook and Telegram</li> <li>• Visibility materials to be produced for provision of a contact bourse within national food fairs</li> <li>• Diverse messages and presentations to be elaborated to inform and attract to attention of entrepreneurs, external learners, students</li> </ul>	<ul style="list-style-type: none"> <li>• Promoted digital platform - e-learning environment, its content, offer, benefits</li> <li>• Raising awareness of food entrepreneurs on the new study form and benefits</li> <li>• Raising awareness of food entrepreneurs on new study modules and benefits of external learners</li> <li>• Promoting results of the project and regional and national level in order to encourage multiplication and their broad use</li> </ul>

**Details of tools, channels and media to be used to reach target groups:**

Channels to be used were identified already at the design stage of the project. At the launch of the project, partners reviewed the planned media and assessed their relevance for informing each target group. Planned channels and media (in the table below) are selected based on audience size (number) and user profile (viewers, listeners). Due to rapidly growing and changing media environment, change of media is possible during the project implementation.

Type of communication	Tools, channels and media to be used to reach the EXTERNAL target groups (per involved Central Asia country)		Format of communication
<b>Target groups:</b>	<b><i>Associated partners and other food processing enterprises</i></b>		
	<b>Uzbekistan</b>	<b>Tajikistan</b>	
Printed media:	Agro ilm (10 000 readers), Zarafshan (2000) readers, Zarnews (20 000 readers).	Journal "Standard and Quality" (published 6 times a year, circulation 2000) Newspaper: "Haqiqati Kulob" (Kulob), (published 48 times a year, circulation 1900). Newspaper: "Nasimi Isfara" (Isfara) (published 48 times a year, circulation 3800).	Articles about the project, activities, open university
Broadcasts on TV and radio:	TV channel Sevimli, Uzbekistan (about 50 000 spectators). Andijan TV (about 3 million spectators).	Republican TV "Ilm va tabiat", Dushanbe Tajikistan (about 7 000 000 spectators). TV Kulob (about 3 000 000 spectators) and Radio Kulob (about 150 000 spectators). Local TV Isfara and Radio "Radioi Isfara" (about 274 000 spectators).	TV or radio broadcasts about the project and the OFINU. Advertisement of the OFINU.
Internet media:	KunUz (about 350 000 users).	Sanoat (about 400 000 users).	Articles, videos about the project and the open university. Advertisement of the open university.
Websites of the involved Central Asia universities and associated partners:	P2 SamARU website P3 AIAA website AP No.1 Agromir <a href="http://agromir.uz/en/">http://agromir.uz/en/</a> AP No.2 Navigul <a href="https://tashkentvino.com/fruit_industrial/index.htm">https://tashkentvino.com/fruit_industrial/index.htm</a> AP No.3 SamDonMah <a href="https://samdon.uz/">https://samdon.uz/</a>	P4 TUT website P5 KITIM website P6 BTUTI website AP No.4 ShiriDushanbe <a href="https://shiridushanbe.tj/">https://shiridushanbe.tj/</a> AP No.5 OrionRustam <a href="https://oriyonrustam.tilda.ws/">https://oriyonrustam.tilda.ws/</a> AP No.6 AEKhatlon <a href="https://kba.tj/tj/">https://kba.tj/tj/</a>	Articles, videos about the project and the open university.
Direct meetings:	One contact burse Joint forum	One contact burse	Invitations. Press releases. Banners with project information.
<b>Target group:</b>	<b><i>Public authorities</i></b>		
Written communication	Ministry of Agriculture of the Republic of Uzbekistan,	Ministry of Industry and New Technologies of Republic of Tajikistan,	Presentations. Official letters. Digital leaflet.
Direct meetings:	Ministry of Higher Education, Science and Innovation of the Republic of Uzbekistan	Ministry of Education and Science of the Republic of Tajikistan	Presentations. Official letters. Digital leaflet.
<b>Target group:</b>	<b><i>General public (society)</i></b>		

Broadcasts on TV and radio:	TV channel Sevimli, Uzbekistan (about 50 000 spectators). Andijan TV (about 3 million spectators).	Republican TV "Ilm va tabiat", Dushanbe Tajikistan (about 7 000 000 spectators). TV Kulob (about 3 000 000 spectators) and Radio Kulob (about 150 000 spectators). Local TV Isfara and Radio "Radioi Isfara" (about 274 000 spectators).	TV or radio broadcasts about the project and the OFINU. Advertisement of the OFINU.
Internet media - social networking sites:	Accounts on Facebook, Telegram	Accounts on Facebook, Telegram	Articles, videos about the project and the OFINU. Advertisement of the OFINU.

## 7. Joint measures to support implementation of the strategy

The partners are intended to implement certain number of measures, aimed to support and to ensure communication and dissemination. They are listed in the table below. Deadlines are stated, responsible partners are specified.

No.	Measure	Result	Deadline (month of the project)	Responsible partner
1	Project logo to be elaborated and put in use	Logo in formats for digital and printed use	Done before adoption of the strategy	P1 LBTU
2	Project leaflet (digital) to be elaborated in 3 languages: English, Tajik, Uzbek	Leaflet elaborated, translated	Mo.5	P2 AIAA P6 BTUTI – translation
3	Permanent project banner to be elaborated and placed in visible place of the involved Central Asia universities: English, Tajik, Uzbek	Permanent project banner elaborated, placed	Mo.8	P2 AIAA P6 BTUTI – translation
4	Project website to be elaborated (integrated with e-learning platform) and maintained throughout the project	Website elaborated	Launch - Mo.9 Availability – Mo.36	P1 LBTU
5	Project website linked to the websites of partners	Links created and fully functional	Mo.10	All partners
6	Social accounts to be created and maintained throughout the project	Telegram account Facebook account	Done before adoption of the strategy	P2 AIAA P4 KITIM
7	Main messages to each target group and main activities to be elaborated	Main messages elaborated, translated	Mo.5	P2 SAMARU P4 TUT
8	Design and print of the joint forum materials	Banner, set of materials of the forum prepared	Mo.31	P2 SAMARU

## 8. Reporting communication and dissemination measures and key performance indicators

### Reporting procedures:

Communication and dissemination **measures held have to be reported** by the partners to the coordinator P1 LBTU on regular base (once per month). Information on previous month communication and dissemination measures till next month date 15 have to be provided in joint reporting files and format, available on the joint Google Drive located folder. Together with this information, partners have to provide copies/screenshots of articles and posts, video, records of broadcasts, presentations, any other materials, by filing them in joint documentation storage. P1 LBTU on behalf of the partners provides information on the Project Management Portal.

Once in each 9-months period, together with internal report on work done and results achieved, partners have to report on qualitative impacts achieved through communication and dissemination measures. Specific chapter on this part will be included in the reporting template and provided to the partner prior elaboration of the first respective report.

### Key performance indicators:

For assessment of the implemented communication and dissemination measures, key performance indicators will be used. Table below summarizes the KPI to be used, as well as their quantitative targets throughout the project. Achievement will be assessed 4 times (once in each 9-months period).

Channel, tool	Indicator	Uzbekistan				Tajikistan				Total
		Year 1	Year 2	Year 3	Total	Year 1	Year 2	Year 3	Total	
<b>Articles in printed and digital media; TV, radio broadcasts</b>										
Printed media:	Number of readers	2	2	2	6	2	2	2	6	12
Internet media:	Number of readers	2	2	2	6	2	2	2	6	12
Broadcasts on TV and radio:	Number of broadcasts	4	4	4	12	4	4	4	12	24
<b>Publications on websites, posts in social networks' accounts</b>										
Social accounts of partners and OFINU:	Number of posts	12	12	12	36	18	18	18	54	90
Facebook	Number of posts	6	6	6	18	9	9	9	27	45
Telegram	Number of posts	6	6	6	18	9	9	9	27	45
Websites of partners and the OFINU:	Number of articles, video published	4	4	4	12	6	6	6	18	30
Websites of associated partners:	Number of articles published	2	2	2	6	2	2	2	6	12
<b>Other own communication and dissemination measures</b>										
Press releases:	Number of press releases prepared and sent out	x	1	1	2	x	1	1	2	4
Scientific publications:	Number of journal papers or scientific conference abstracts	x	x	1	1	x	x	1	1	2
Own events, provided with participation of external stakeholders:	Number of events organized	x	1	1	2	x	1	x	1	3
Communication of the project in events organized by other stakeholders	Number of events	x	x	1	1	x	x	1	1	2

## 9. Visuals to be used and rules for main messages

### ***European Union emblem and funding statement:***

Communication and dissemination activities related to the project (including media relations, forum, information materials, such as brochures, leaflets, posters, presentations etc., in electronic form, via traditional or social media, etc.), must acknowledge the European Union support and display the European flag (emblem) and funding statement (translated into national languages, where appropriate). When displayed in association with the OFINU logo or partner logo, the emblem must be displayed at least as prominently and visibly as the other logos.

### ***Quality of information — Disclaimer:***

Any communication or dissemination activity related to the action must use factually accurate information. It must indicate the following disclaimer (translated into national languages where appropriate):

*“Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Education and Culture Executive Agency. Neither the European Union nor the granting authority can be held responsible for them.”*

### ***OFINU project logo:***

All communication and dissemination activities related to the project next to the European Union emblem should display the OFINU logo.

### ***Other logos:***

Besides European Union and OFINU logos, partners can use in information materials, such as brochures, leaflets, posters, presentations, etc. own logos (separately or together with other partners logos). In such case, prior production of a materials, use has to be agreed with respective partner/-s.

### ***Main messages:***

The key messages relating to the OFINU project as a whole or to measures involving all partners shall be developed jointly under the supervision of the project coordinator and shall be agreed with the partners. When translating key messages into national language, partners can supplement them with specific information, but this cannot contradict the information already contained in the joint message.

Key messages that are prepared and disseminated by a partner or several partners at national or regional level may include specific information, but mandatory visuals and references should always be included. Information published never can contradict to the project objectives, European Union values and principles. Content of such messages are at the responsibility of the partner who produced the material.

Texts of key messages should be uploaded on the joint Google Drive folder and made available to other partners.

## Attachments

No.1 European Union logo to be used

No.2 OFINU project logo to be used

No3. The form (table) to be used for reporting communication measures

No.4 The form (table) to be used for reporting dissemination measures



Annex No.1 European Union logo to be used



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Annex No.2 OFINU project logo to be used



**The project “OPEN FOOD INNOVATION UNIVERSITY” (OFINU), No. 101128855**

**The LIST of the COMMUNICATION measures held**

<b>Period:</b>		<b>1 February 2024 - 31 January 2027</b>				
No	Date, period	<b>Communication activity name</b>	Description (date, approximate number of target groups representatives/stakeholders addressed, target/aim/purpose)	Target audience (select one or several from the listed below)	Type of media /event	Link to the article, publication, material (if available)
		<b>P1 LBTU</b>	<p>Date: ...  Language: ...  Target groups: ...  Number of persons addressed: ...  Format: ...  Content: ...</p>	<input type="checkbox"/> Industry, business partners <input type="checkbox"/> Innovators <input type="checkbox"/> Investors <input type="checkbox"/> EU institutions <input type="checkbox"/> National authorities <input type="checkbox"/> Regional authorities <input type="checkbox"/> Local authorities <input type="checkbox"/> Civil society (non-governmental organisations) <input type="checkbox"/> Citizens (society) <input type="checkbox"/> Research communities <input type="checkbox"/> Specific end user communities <input type="checkbox"/> International organisations	<input type="checkbox"/> Event <input type="checkbox"/> Exhibition <input type="checkbox"/> Media article <input type="checkbox"/> Newsletter <input type="checkbox"/> Other <input type="checkbox"/> Press release <input type="checkbox"/> Print materials <input type="checkbox"/> Social media <input type="checkbox"/> TV/radio campaign <input type="checkbox"/> Video <input type="checkbox"/> Website	<p>If not available online, screenshot has to be made and inserted in the GD folder of a respective partner!</p> <p>Here:</p> <p><a href="https://drive.google.com/drive/u/0/folders/1KI7LeCjooNCO_KzauOSUQu4t6cUOXgie">https://drive.google.com/drive/u/0/folders/1KI7LeCjooNCO_KzauOSUQu4t6cUOXgie</a></p>
1		<b>P2 SAMARU</b>				
1	...					
		<b>P3 AIIA</b>				
1	...					
		<b>P4 TUT</b>				
1	...				<input type="checkbox"/>	
		<b>P5 KITIM</b>				
1	...					
		<b>P6 BTUTI)</b>				
1	...					
		<b>P7 SUA</b>				
1	...					

**The project “OPEN FOOD INNOVATION UNIVERSITY” (OFINU), No. 101128855**

**The LIST of the DISSEMINATION activities**

<b>Period:</b>		<b>1 February 2024 - 31 January 2027</b>				
No	Date/-s	<b>Dissemination activity name</b>	Type of dissemination activity (select one or several from the listed below)	Target audience (select one or several from the listed below)	Type of media /event	Link to the dissemination material (if available)
		<b>P1 LBTU</b>				
1			<input type="checkbox"/> Clustering activities <input type="checkbox"/> Collaboration with EU funded projects <input type="checkbox"/> Conferences <input type="checkbox"/> Education and training events <input type="checkbox"/> Meetings <input type="checkbox"/> Other <input type="checkbox"/> Other scientific collaboration	<input type="checkbox"/> Industry, business partners <input type="checkbox"/> Innovators <input type="checkbox"/> EU institutions <input type="checkbox"/> National authorities <input type="checkbox"/> Regional authorities <input type="checkbox"/> Local authorities <input type="checkbox"/> Civil society (NGOs) <input type="checkbox"/> Citizens (society) <input type="checkbox"/> Research communities <input type="checkbox"/> Specific end user communities <input type="checkbox"/> International organisations <input type="checkbox"/> Other <input type="checkbox"/> Investors	<input type="checkbox"/> Event <input type="checkbox"/> Exhibition <input type="checkbox"/> Media article <input type="checkbox"/> Newsletter <input type="checkbox"/> Other <input type="checkbox"/> Press release <input type="checkbox"/> Print materials <input type="checkbox"/> Social media <input type="checkbox"/> TV/radio campaign <input type="checkbox"/> Video <input type="checkbox"/> Website	If not available online, screenshot has to be made and inserted in the GD folder of a respective partner! Here: <a href="https://drive.google.com/drive/u/0/folders/1kI7LeClooNCO_KzauOSUQv4t6cUOXgie">https://drive.google.com/drive/u/0/folders/1kI7LeClooNCO_KzauOSUQv4t6cUOXgie</a>
		<b>P2 SAMARU</b>				
1	...					
		<b>P3 AIIA</b>				
1	...					
		<b>P4 TUT</b>				
1	...				<input type="checkbox"/>	
		<b>P5 KITIM</b>				
1	...					
		<b>P6 BTUTI</b>				
1	...					
		<b>P7 SUA</b>				