

*Note that this Knowledge Sharing Plan is part of the Funding Agreement, found at item 4 of Schedule 1.*

## 4. Knowledge Sharing Plan

### 4.1 Knowledge sharing context

Under the ARENA Act, ARENA has a mandate to promote the sharing of information and knowledge about renewable energy technologies. The objective of this is to accelerate the development and growth of Australia's renewable energy sector. Knowledge sharing does not include public disclosure of Recipient Confidential Information (such as commercial in confidence information or intellectual property), as described in item 3 of this Agreement.

### 4.2 Knowledge Sharing Deliverables

ARENA may make requests from projects (and portfolios of projects) for particular topics to be covered either through lessons learnt reports (where applicable) or ad hoc reports, as required. Where ARENA has not made a specific request, topics are to be relevant and/or topical and have an appreciation for the key audiences. For the avoidance of doubt, business development and marketing material is not considered to be Knowledge Sharing Deliverables.

<i>Item no.</i>	<i>What? (Title of deliverable)</i>	<i>Why?</i>	<i>Frequency?</i>	<i>When?</i>	<i>Who is it for?</i>	<i>How?</i>
1	<i>ARENA 15 Minute Project Survey</i>	<i>Efficient qualitative data gathering. ARENA will provide anonymised portfolio updates</i>	<i>Biannually</i>	<i>From Commencement Date to the Project Completion Date</i>	<i>ARENA only</i>	<i>ARENA to provide link to survey following the Commencement Date</i>
2	<i>Stakeholder Analysis Report</i>	<i>Capture the changing needs of the industry and the impact of the research</i>	<i>Twice</i>	<i>Report 1: Three months following the Commencement Date</i>  <i>Report 2: Final milestone</i>	<i>ARENA only</i>	<i>ARENA to provide template and advice following the Commencement Date.</i>
3	<i>Impact Planning Report</i>	<i>Capture information regarding the strategic planning of the research outcome and its impact</i>	<i>Once only</i>	<i>Three months following the Commencement Date</i>	<i>ARENA only</i>	<i>ARENA to provide template following the Commencement Date.</i>
4	<i>Impact Tracking Report</i>	<i>Efficient reporting of the research impact and the measures taken to enhance the impact.</i>	<i>Annually</i>	<i>Milestone 2 and final milestone</i>	<i>ARENA only</i>	<i>ARENA to provide template following the Commencement Date.</i>
5	<i>Interim Public Dissemination Report</i>	<i>Share summary or reflection of the research activities with public.</i>	<i>Once only</i>	<i>Milestone 2</i>	<i>Public</i>	<i>Public report that outlines, at a minimum:</i> <ol style="list-style-type: none"> <li><i>1. Executive Summary</i></li> <li><i>2. Project overview</i></li> <li><i>3. Project update, including progress against outcomes</i></li> <li><i>4. Key highlights</i></li> <li><i>5. Lessons learnt</i></li> </ol> <i>Report to be published on a public platform determined with ARENA.</i>

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						<i>If information is not suitable for public release, then recipient must contact ARENA to discuss alternative content.</i>
6	<i>ARENA website project page questions</i>	<i>Answer reasonable market requests for information via ARENA's website project page</i>	<i>As required</i>	<i>As required</i>	<i>Industry</i>	<i>ARENA and Recipient to agree reasonable response</i>
7	<i>Ad hoc reports, products and activities</i>	<i>Capture unknown unknowns</i>	<i>No more than three per year</i>	<i>As required</i>	<i>Identified at time of request</i>	<i>Format and topic to be agreed at the time of request</i>
8	<i>Attendance and participation in ARENA-held R&amp;D workshop</i>	<i>Share findings with fellow researchers and identify opportunities for collaboration and discuss the impact of their research with industry needs or policy changes.</i>	<i>Once only</i>	<i>In consultation with ARENA</i>	<i>Researchers, Industry, Government bodies</i>	<i>Format and topic to be agreed at the time of request</i>
9	<i>Attendance and participation in R&amp;D/industry conferences or workshops</i>	<i>Share Project information with key stakeholders</i>	<i>Annually</i>	<i>From Commencement Date to Project Completion Date</i>	<i>Industry and ARENA</i>	<i>Face to face attendance and provide slides of the presentations including the explanation notes and brief summary of the outcomes and follow up action.</i>
10	<i>Final Public Dissemination Report</i>	<i>Share summary or reflection of the research activities with public.</i>	<i>Once only</i>	<i>Final milestone</i>	<i>Public</i>	<p><i>Public report that outlines, at a minimum:</i></p> <ol style="list-style-type: none"> <li><i>1.Executive Summary</i></li> <li><i>2.Project overview</i></li> <li><i>3.Description of achievement of Project Outcomes</i></li> <li><i>4.Key highlights and challenges</i></li> <li><i>5.Lessons learnt</i></li> <li><i>6.Summary of knowledge sharing activities and the outcome.</i></li> </ol> <p><i>Report to be published on a public platform determined with ARENA.</i></p> <p><i>If information is not suitable for public release, then recipient must contact ARENA to discuss alternative content.</i></p>

*\* [Instructions: For any additional knowledge sharing deliverables relevant to the Project, add additional row/s at the bottom of the table. Start with the 'What?' column and work across the page. Identify what knowledge will contribute to achieving the Project Outcomes, and what audiences need to access that knowledge. Once you have filled this out, consider what deliverable or Project is most appropriate to share specific knowledge with the audience identified. Should Project knowledge sharing require additional detail that sits outside of this table, please ensure that any additional documentation is clearly referenced in the table*