

Plan for Knowledge Sharing and Ensuring Excellence

Work Package 1: Project Management

D1.4 Plan for Knowledge Sharing and Ensuring Excellence and its
implementation report

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1 Introduction

Purpose of this document: to operationalise knowledge transfer from international excellence partners and the broader consortium into concrete, monitorable mechanisms that strengthen scientific quality, interdisciplinary collaboration, prototype maturation and long-term excellence in InnovAlte Slovakia.

Project short name	InnovAlte Slovakia
Lead beneficiary	GRATEX
Related objective	O1.4 - Bringing International Excellence to the AI research implementation and innovation activities in Slovakia
Related task	T1.4, with links to T1.5, scientific supervision, quality assurance and cross-WP coordination
Deliverable timing	M18 (plan) and M30 (final implementation report update)

2 Executive Summary

This deliverable translates the project's high-level intention for knowledge sharing and excellence into a practical management instrument for the project implementation.

The plan is intentionally aligned with adjacent WP1 and WP2 mechanisms - scientific supervision, the External Ethics Board, data management, communication and dissemination, and project sustainability/technology transfer - so that knowledge sharing is not treated as a standalone activity, but as a horizontal function supporting quality, uptake, validation and future exploitation.

3 Strategic Basis and Scope

The InnovAlte Slovakia consortium combines Slovak industrial, academic and public-sector partners with two key foreign excellence partners: DFKI and IT4Innovations. The Project Description positions this combination as a centre of excellence for AI research and deployment in Slovakia and explicitly links international collaboration, knowledge exchange, interdisciplinary work and practical validation to project success.

Within WP1, the D1.4 deliverable serves as the management instrument for objective O1.4. The scope of this plan covers project-level mechanisms and work-package specific knowledge transfer routes, with particular emphasis on WP3 to WP8, where theoretical AI work, applied research and prototype maturation are developed.

Reference	What it requires	Implication for this plan
O1.4	Bring international excellence into AI research implementation and innovation activities in Slovakia.	Knowledge sharing must be treated as a structured excellence-transfer function, not only as ad-hoc collaboration.
T1.4	Prepare a plan, identify knowledge-sharing elements from international partners; act at project level and within individual WPs.	The plan must define both horizontal and WP-specific mechanisms, ownership and timing.
T1.5	Establish active links with relevant international institutions and projects; use them for knowledge exchange and future cooperation.	Knowledge sharing needs an outward-facing dimension that feeds internal excellence and future collaboration opportunities.
WP1 scientific supervision	Quality assurance, regular reporting, risk management and the External Ethics Board support scientific excellence.	The knowledge-sharing plan must connect to review, mentoring, feedback and corrective-action processes.
Main identified risk	A risk of weak cross-sectoral cooperation is noted, with mitigation through regular communication, workshops and joint problem solving.	Cross-WP workshops and transfer sessions should be scheduled as formal mitigation measures.

4 Knowledge Sharing and Excellence Principles

The principles set out in this section define how knowledge sharing and the transfer of excellence are implemented within InnovAlte Slovakia. They translate the project objectives and overall project logic into concrete approaches, with an emphasis on interconnectivity, international cooperation, interdisciplinarity, and the involvement of the international partners DFKI and IT4I@VSB in the practical implementation of individual project activities and work packages. These principles serve to guide both planned and ongoing activities, ensuring that knowledge exchange directly contributes to research quality, innovation, prototype development, validation, and the long-term sustainability of the consortium.

- **Excellence transfer:** international expertise is translated into concrete methods, reviews, mentoring inputs, model development practices and prototype validation pathways usable by Slovak partners.
- **Reciprocity:** knowledge flow is two-way. The Slovak domain needs, data, infrastructure, pilots and sectoral insights also shape the work of foreign excellence partners.
- **Embedding into delivery:** knowledge sharing is tied to milestones, deliverables, datasets, software outputs, reports, publications and prototype demonstrations.
- **Interdisciplinarity:** theoretical, technical, sectoral, ethical and deployment-related knowledge is combined across work packages rather than isolated in single partner teams.
- **Traceability:** every significant transfer action should leave evidence-agenda, minutes, review comments, shared material, code contribution, dataset note, methodological note or training record.
- **Uptake and sustainability:** knowledge sharing is considered successful only when it improves partner capability, output quality, readiness for deployment or future collaboration potential.

5 Governance Model

The governance model below operationalises the roles already foreseen in WP1 and assigns clear ownership for knowledge sharing, quality assurance and excellence monitoring.

Body / role	Core responsibility in D1.4	Lead actors	Evidence
Project Management Board (PMB)	Approves the Plan and its priorities, oversees implementation of the	GRATEX + all partners	PMB meeting records; quarterly review points.

Body / role	Core responsibility in D1.4	Lead actors	Evidence
	plan, validates corrective measures and reviews periodic progress.		
WP leaders	Translate the plan into WP-specific actions, nominate key persons, ensure evidence collection and integrate transfer into deliverables.	Leaders of WP1-WP8	WP meeting notes; deliverable preparation files.
International excellence partners	Provide mentoring, methodological input, review of selected outputs, co-design of experiments and contribution to transfer sessions.	DFKI, IT4I@VSB	Mentoring logs, technical notes, review comments, co-authorship.
External Ethics Board	Provides independent feedback on excellence, progress and strategic adjustments.	External experts	Meeting minutes and reports.
All consortium partners	Participate in collaborative teams, share domain knowledge, raise transfer needs and adopt methods or tools in their own work.	All project participants	Attendance lists, workshop outputs, adoption evidence.

6 Core Knowledge-Sharing Mechanisms

The following mechanisms form the operational core of D1.4. They are designed to be manageable within project governance, but sufficiently concrete to generate measurable implementation evidence.

Mechanism	Purpose	Primary lead	Main participants	Evidence
Joint collaborative teams	Create mixed Slovak-international working structures in all WPs	WP leaders	Foreign partners + relevant Slovak partners	WP Team list, research activities reporting, joint outputs.
Mentoring	Transfer expertise on methods, experimentation, model development, evaluation, ethics and deployment pathways.	DFKI / IT4I / WP leaders	Researchers, developers, doctoral or junior staff	Agendas, notes, recommendations, action follow-up.
Cross-WP technical meetings	Address shared challenges such as data, explainability, synthetic data, deployment and prototype adaptation.	GRATEX with WP leads	WP3-WP8 contributors	Meeting minutes, decisions, reusable materials.
Internal peer review of key outputs	Improve scientific quality, coherence and uptake before submission of major deliverables.	Lead beneficiary + WP leaders	At least one reviewer from another partner and, where relevant, an international partner	Review reports, comments, revised version.
Demonstration and validation sessions	Expose emerging outputs (methodologies, algorithms and others to other WPs and end-use perspectives.	WP4-WP8 leads	Domain partners, technical teams, PMB	Demo note, feedback summary, improvement list.
Knowledge asset repository	Store and structure guidance, presentations, code notes, protocols, datasets, templates and evidence.	GRATEX / designated admin support	All partners	Repository structure, uploaded files, access log.

Mechanism	Purpose	Primary lead	Main participants	Evidence
Committee feedback loop	Translate external expert advice into improvements in scientific direction, quality and excellence practices.	PMB	External Ethics Board + affected WP leads	Minutes, recommendations, action closure status.

7 Work Package-Level Plan

Knowledge sharing must be visible where substantive scientific and innovation results are produced. The matrix below translates the project description into a work-package oriented action plan.

WP	Focus	Main excellence input	Planned knowledge-sharing actions	Expected evidence and uptake
WP3	Cross-domain AI research, ethical and theoretical groundwork.	DFKI leadership and AI research excellence; contribution to state-of-the-art methods.	Thematic mentoring on methodology, cross-domain research clinics, review of ethical/theoretical outputs, transfer of advanced AI methods into Slovak partner teams.	D3.1-D3.5 strengthened through review notes, methodological guidance and co-developed concepts.
WP4	AI-driven buildings and energy efficiency.	IT4I expertise in HPC, data analytics and AI for energy and municipal applications.	Technical workshops on modelling and optimisation, joint design reviews, support for experimentation and validation pathways.	Improved requirements definition, validation quality and prototype-readiness in D4.1-D4.4 and related WP8 outputs.

WP	Focus	Main excellence input	Planned knowledge-sharing actions	Expected evidence and uptake
WP5	AI-driven video, synthetic data and safety applications.	IT4I research capability plus cross-sectoral input from Slovak technical partners.	Hands-on sessions on synthetic data generation, multicamera evaluation methods, data-protection aware deployment and algorithm testing.	Reusable workflows, stronger methodological consistency and broader uptake of synthetic-data know-how across partners.
WP6	AI-driven software development automation.	GRATEX leadership with contribution from IT4I and academic partners where relevant.	Peer exchange on model-assisted software engineering, formalisation of approaches, source-code sensitivity guidance and testing workflows.	Improved coherence among D6.1-D6.5 and transfer of software-engineering AI methods to consortium-wide practice.
WP7	AI-driven insurance operations and data-intensive process optimisation.	Asseco and GRATEX domain depth with supporting contributions from IT4I and academic/public partners.	Cross-disciplinary review sessions connecting insurance use cases with ethics, monitoring, explainability and model-deployment practices.	Better integration of sector needs with theoretical guidance and validation routines across D7.1-D7.5.
WP8	Prototype infusion, commercialization readiness and cross-sectoral adaptation.	GRATEX with support from DFKI and strong consortium-wide participation.	Cross-WP demonstration days, commercialization-oriented knowledge exchange, support for adaptation across domains, problem-solving workshops mitigating cross-sectoral fragmentation.	Evidence of uptake from WP4-WP7 into prototypes, support frameworks and commercialization-oriented outputs D8.1-D8.9.

8 Phasing and Timeline

The timeline and individual phases presented below translate the project implementation period into a sequence of knowledge-sharing activities that follows the overall logic of InnovAlte Slovakia. The implementation schedule is described in greater detail as of the preparation of this document; however, the principles and rules of cooperation, with a focus on knowledge sharing and enhancing the excellence of project activities, have been implemented from the initial phase of the project. This document summarises and formalises these principles and procedures into a concrete plan, defining responsibilities, expected outputs, and their monitoring and evaluation.

The approach combines research and development activities at TRL 3–4 with activities aimed at prototype validation and market readiness at TRL 6–7. Knowledge sharing is therefore planned to evolve progressively from establishing collaborative structures and transferring research methods, through cross-WP experimentation and validation, towards prototype integration, commercialization-oriented knowledge exchange, and consolidation of lessons learned.

Phase	Timing	Main actions	Main outputs / evidence
Phase 1	M18	Approve D1.4, nominate focal persons, confirm collaborative teams, establish evidence register, launch first mentoring and coordination routines, align with committee and communication structures.	Approved plan, team map, first agendas/minutes, reporting matrix.
Phase 2	M18-M24	Run regular mentoring sessions and cross-WP workshops, introduce peer review of selected outputs, capture reusable methods and technical notes.	Meeting records, review logs, knowledge assets, emerging adoption evidence.
Phase 3	M20-M26	Deepen collaboration around validation, datasets, explainability, ethics, demonstrations and sectoral uptake; address improvement needs identified by PMB or committee.	Strengthened deliverables and milestone progress, validation-oriented evidence, corrective actions.

Phase	Timing	Main actions	Main outputs / evidence
Phase 4	M25-M30	Focus on prototype infusion, commercialization support, deployment-oriented knowledge exchange and consolidation of lessons learned for final report.	Consolidated implementation report, lessons learned, evidence of uptake into WP8 and final outputs.

9 Monitoring Framework and KPIs

The KPI framework below is intentionally pragmatic. It combines quantitative indicators with evidence-based process indicators so that implementation can be monitored without creating disproportionate administrative burden.

	Indicator	Target	Timing	Evidence source
K1	Joint collaborative teams with Slovak and international participation established.	At least 1 in each WP	M18 and update	Personal matrix / team list, WP records.
K2	Mentoring or expert-transfer sessions delivered.	Minimum 5 over project duration	M30	Agendas, minutes, materials, attendance.
K3	Cross-WP meetings or problem-solving sessions held.	Minimum 5	M30	Meeting records, action lists.
K4	Key deliverables from WP3-WP8 undergoing internal peer review involving another partner and/or international expert input.	At least 80% of deliverables	Continuous	Review templates, revision notes.
K5	Recommendations issued by the External Ethics Board translated into	Cross lifecycle	After each board cycle	Minutes and recommendation tracker.

	Indicator	Target	Timing	Evidence source
	tracked follow-up actions.			
K6	Knowledge assets stored in the internal repository (guidance notes, presentations, methods, templates, datasets notes, protocol summaries).	Minimum 10 curated assets	M30	Repository inventory.
K7	Documented cases where knowledge sharing improved a method, deliverable, validation process or prototype pathway.	Minimum 5 cases	M30	Case summaries linked to WP outputs.

10 Risks and Mitigation

The identified risks focus on factors that could reduce the effectiveness of knowledge sharing and the transfer of excellence within the consortium. They complement the implementation risks identified in the original Project Description and the risks identified and managed within the risk management framework established for the project, including risks related to cooperation and partner availability, data availability and security, changing technologies, project scope, intellectual property, and the alignment of solutions with user requirements. For D1.4, particular attention is given to risks that could hinder the transfer of knowledge, the exchange of experience, the documentation and adoption of expertise, or its translation into improvements in research outputs and prototypes.

Risk	Risk level	Mitigation response	Owner
Cross-sectoral cooperation remains weak, and knowledge stays inside individual WPs.	High	Formalise joint workshops, mixed review panels, demonstration sessions and WP8-oriented	PMB + WP leaders

Risk	Risk level	Mitigation response	Owner
		transfer actions; PMB to track participation gaps.	
Mentoring becomes ad hoc and not sufficiently documented.	Medium	Use lightweight session templates and require evidence capture after each significant transfer activity.	WP leaders
Scientific excellence feedback is received but not translated into corrective action.	Medium	Maintain recommendation tracker and review closure at PMB meetings.	WP leaders / PMB
IP, confidentiality or data sensitivity slow down sharing of useful methods or materials.	Medium	Coordinate with DMP, define shareable vs restricted assets, and prepare abstracted guidance where full sharing is not possible.	WP leaders
Operational workload reduces partner participation in horizontal knowledge-sharing activities.	Medium	Bundle sessions with active deliverable preparation, milestones and demos; keep formats short and purposeful.	PMB

11 Evidence, Reporting and Update Rules

Each WP leader should maintain a simple evidence trail for knowledge-sharing activities. The recommended minimum dataset includes: date, activity type, objective, participating partners, main knowledge transferred, concrete follow-up and link to evidence. This evidence should be reviewed during PMB cycles and aggregated for the final M30 update of D1.4.

A short annual synthesis is recommended even where not formally submitted externally, because it will simplify the final implementation report and help identify gaps early. Where possible, D1.4 reporting should cross-reference D1.2 scientific board minutes, D1.3 data-management plan implementation, selected WP deliverables and WP8 transfer-oriented outputs.

About the project

The InnovAlte Slovakia project was launched in response to the call “Transformation and Innovation Consortia” announced by the Government Office of the Slovak Republic under the Recovery and Resilience Plan of the Slovak Republic (Component 9 – Investment 2: Supporting cooperation between companies, academia, and research and development organizations). The call aims to drive systemic transformation and increase the added value of key sectors of the Slovak economy through intensive collaboration among research institutions, innovative enterprises, the public sector, and internationally renowned partners.

InnovAlte Slovakia seeks to build a dynamic and sustainable innovation ecosystem in the field of artificial intelligence (AI), effectively linking cutting-edge research with practical applications. The project emphasizes the development of AI solutions that are not only technologically advanced but also ethical, environmentally sustainable, and socially beneficial. The consortium brings together leading research centres, universities, and businesses from Slovakia, Germany, and the Czech Republic.

Key focus areas include the development of AI algorithms for improving building energy efficiency, enhancing traffic safety through video analytics, automating software development, driving digital transformation in the insurance sector, and validating functional prototypes. Special attention is also given to AI education, talent development, and the incubation of startups.

The project’s outcomes will significantly strengthen Slovakia’s position in research and innovation, reduce environmental burdens, increase the competitiveness of the national industry, and modernize public services. By bridging the public and private sectors with international research excellence, InnovAlte Slovakia stands as a key instrument in addressing the social and economic challenges of today.





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