



**ENERGeE Watch**

**Summary report on Letters of  
Commitments (D3.1)**

**February 2023**



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Grant Agreement Number	892089	<b>ENERGEE Watch</b>
Full Title	Peer to peer learning in regional and local authorities to timely and accurately define, monitor and verify their sustainable actions	
Topic	LC-SC3-EE-16-2018-2019-2020 - Supporting public authorities to implement the Energy Union	
Start Date	1 September 2020	End Date 31 August 2023
Project URL	<a href="https://energee-watch.eu/">https://energee-watch.eu/</a>	
Project Coordinator	IEECP	
Deliverable	3.1	
Work Package	WP3	
Date of Delivery	28/02/2023	
Lead Beneficiary	South East Energy Agency	
Responsible Author	Dr. Dewi Dimiyati Vliexs	Email dewi@southeastenergy.ie
Reviewer(s)	Mara Oprea, IEECP	
Keywords	Letters of commitment	





## Preface

The overall aim of ENERGee WATCH is to launch an easy and replicable peer to peer learning programme to enable regional and local authorities to timely and accurately define, monitor, and verify their sustainable actions. The learning focused on regional/provincial authorities and their agencies that are responsible for collecting and overseeing the monitoring of mitigation and adaptation measure indicators in order to empower them to make use of best practices. The learning programme is structured in (4) courses: i) data collection, ii) monitoring & verification, iii) indicators for adaptation to climate change, iv) data display, dissemination and validation by final users. ENERGee Watch launched 4 courses per year (one per each topic, twelve in total) with a total of 72 participating mentees. The learning programme included tools, such as mentoring, site visits, tailored guidebooks and guided practice exchange to enable the proper matching of peer groups, and proper knowledge replication.

No	Participant Name	Short Name	Country Code	Logo
1	Institute for European Energy and Climate Policy (IEECP)	NETHERLANDS	NL	
2	European Federation of Regions and Energy agencies (FEDARENE)	BELGIUM	BE	
3	Technoeconomics of Energy and Environmental Systems Laboratory – University of Piraeus (UPRC – Teeslab)	GREECE	GR	
4	Auvergne-Rhône Alpes Energy Environment (AURA-EE)	FRANCE	FR	
5	Energy Agency of Savinjska, Šaleška and Koroška region (KSSENA)	SLOVENIA	SI	
6	Ile de France Regional Energy and Climate Agency (IAU IDF)	FRANCE	FR	
7	3 Counties Energy agency (3 CEA)	IRELAND	IE	
8	Energy Agency of Plovdiv (EAP)	BULGARIA	BG	
9	Alba Local Energy Agency (ALEA)	ROMANIA	RO	
10	Cyprus Energy Agency (CEA)	CYPRUS	CY	





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## Executive Summary

This report provides a comprehensive overview of organization's commitment to participate in the ENERGee Watch project's Peer-to-Peer programme. The letters of commitment highlight mentees' dedication to supporting energy efficiency and sustainability initiatives within their region. Therefore, this report aims to outline the key commitments made in the letters and demonstrate mentees' readiness to actively participate in the project.

The Peer-to-Peer ENERGee Watch project aims to create a supportive platform for regional and local authorities, providing them with the necessary knowledge and tools to define, monitor, and verify their sustainable actions effectively. The project recognizes the importance of accurate data collection, reliable monitoring, and robust verification processes in achieving sustainability goals. Through a peer-to-peer learning program, authorities can learn from each other's experiences, share best practices, and enhance their capacity to implement sustainable actions.

The main points of this agreement:

- Confirm that they accept the relevant terms and conditions in terms of payment of the financial support to attend the training;
- Agree to complete all relevant preparatory work prior to the Masterclasses and/or study visit;
- Agree to complete the relevant evaluation components if required (pre, post and follow up surveys/interviews); and
- Agree to share their data and contribute to the dissemination work if required.



# 1 Introduction

This report provides an overview and analysis of mentee's organization's letter of commitment to the ENERGee Watch project. The ENERGee Watch project aims to launch a peer-to-peer learning program to enable regional and local authorities to timely and accurately define, monitor and verify their sustainable actions. The learning focused on regional/provincial authorities and their agencies that are responsible for collecting and overseeing the monitoring of mitigation and adaptation measure indicators in order to empower them to make use of best practices. The letter of commitment outlines the specific actions and commitments mentees have pledged to undertake as part of this project.

The purpose of this report is to examine the key commitments outlined in the mentee's letter of commitment for each of the P2P cycles, and to highlight their significance and relevance to the objectives of ENERGee Watch. The report discusses the importance of providing accurate energy data, the importance of collaboration and knowledge sharing, the implementation of energy efficiency measures, the support of capacity building, and the mentee's active contributions to the success of the project.

Additionally, this report provides an analysis of how mentees commitments align with the overall objectives of the ENERGee Watch project and the potential impact they can have on energy efficiency and sustainability in mentees region. By fulfilling mentees commitments and actively participating in the project, we aim to contribute to the collective efforts towards a more sustainable energy future.

The subsequent sections of this report discusses each commitment in detail, including the specific actions to be taken and results anticipated. In addition, the potential challenges and opportunities that may arise during the implementation of the mentees' commitments are explored.

Overall, this report aims to provide a comprehensive understanding of mentees organization's commitment to the ENERGee Watch project, highlighting the steps to support energy efficiency, sustainability, and the overall success of the project. As a result of collaborating with other stakeholders and leveraging mentees' collective expertise, the project is expected to make a significant impact in the region as it contributes to a more sustainable energy landscape.



## 2 Letters of Commitment (LoC) Structure

The learning objectives for each module are defined in the learning plan presented to mentees. As a requirement to participate in the Learning Programme, mentees were asked to sign a letter of commitment clearly describing the learning objectives and expectations from them during the program. By signing this commitment letter, participants specified what actions they intended to take to ensure that the Sustainable Energy and Climate Action Plans are implemented, and ENERGee Watch will be able to track the investments generated and energy savings that result.

This agreement should have been signed by the highest representative of the organisation. It provided the outline of the entire process, was generated for each individual mentee and ensured the commitment of the organisation to be an active stakeholder in the project and make use of the results.

- Confirm that they accept the relevant terms and conditions in terms of payment of the financial support to attend the training;
- Agree to complete all relevant preparatory work prior to the Masterclasses and/or study visit;
- Agree to complete the relevant evaluation components if required (pre, post and follow up surveys/interviews);
- Agree to share their data and contribute to the dissemination work if required.

As part of the overall structure of the letter of commitment, the following items are included:

- Providing a brief overview of the steps involved in the program (so that participants will be able to commit to following the whole process, and mentees will understand the responsibilities this entails).
- Letters of commitment specifically designed for each course are required, as the learning objectives will differ in each course.



## 2.1 Letters of Commitment (LoC) Course 1

Course 1: Data Collection (acquisition and treatment) is dedicated to understanding the importance of systematic, timely and periodic gathering of energy data. Data collection and management is crucial for identifying trends, defining and monitoring strategies and prioritizing energy efficiency improvements. As collection of reliable and complete energy data often shows to be a difficult task, this course helped participants learn how to establish an effective energy management system for public sector, as well as how to identify sources and facilitate access to territorial aggregated, and non-identifying energy data. The commitment statement in LoC course 1 contains the following objectives, as pictured in Figure 1:

1. Enhance MRV practices of the following SECAP’s measures: [insert the titles/names of the measures]
2. Improve my organisation’s data collection methods and processes related to energy and GHG emissions

Mentees committed to fulfil these objectives in order to achieve the energy savings and/or CO2 emission reduction targets of the mentioned measures and plan(s).



Figure 1. LoC Course 1



## 2.2 Letters of Commitment (LoC) Course 2

The peer-to-peer learning program on “Monitoring, revision and verification of data” emphasised the enhancement of the capacity of local authorities to implement sustainable projects through the:

- Development of internal administrative structures for the successful implementation and monitoring of sustainable energy action plans (roles, support, prioritization, budgeting, and tools);
- Process to verify energy data;
- Data quality improvement; and
- Development of business plans, feasibility, and environmental analysis for sustainable energy Projects.

The commitment statement in LoC course 2 contains the following objectives, pictured in Figure 2:

1. Enhance MRV practices of the following SECAP’s measures.
2. Improve internal administrative structures, energy data verification, data quality, and plans for the successful implementation and monitoring of sustainable energy action plans.

Mentees committed to fulfil these objectives in order to achieve the energy savings and/or CO2 emission reduction targets of the mentioned measures and plan(s).



# COMMITMENT STATEMENT

As a *[insert your work title]* of *[insert the name of your organization]* in *[insert the name of your city/region and country]* I would like to signify my commitment to participate as a mentee in the ENERGee Watch learning programme, following the 3 learning steps and providing my feedback through evaluation surveys. I also commit to use the acquired knowledge to:

1. Enhance MRV practices of the following SECAP’s measures: *[insert the titles/names of the measures]*
2. Improve internal administrative structures, energy data verification, data quality, and plans for the successful implementation and monitoring of sustainable energy action plans

These objectives will be met in order to achieve the energy savings and/or CO2 emission reduction targets of the mentioned measures and plan(s).

Name: *[insert name here]*  
 Position: *[insert work title and the name of organization]*  
 Date: *dd/mm/yyyy*  
 Signature:



The ENERGee Watch project has received funding from the European Union’s Horizon 2020 Research and Innovation Programme under grant agreement No 892089.

Figure 2. LoC Course 2

## 2.3 Letters of Commitment (LoC) Course 3

Course 3, dedicated to adaptation, aimed to clarify the concept, provided keys to understanding this discipline as well as shed light on the methodologies, systems and tools to support public actors. It guided participants in building their own roadmaps to ensure that adaptation to climate change can be fully integrated into energy and climate action plans. Content development was organised as follows:

- Setting the basics: climate change adaptation and assessment
  - The fundamentals of adaptation to climate change
  - The fundamentals of assessment for adaptation
- Diagnosis: methods and data
  - Drawing up the diagnosis
  - Tools associated with the diagnosis (representation, deliverable, sharing)
- Designing a strategy and an action plan: methods and roles of indicators
  - Strategy development
  - Your roadmap

Commitment statements in LoC course 3 contain the following objectives, as visualised in Figure 3:

1. Enhance MRV practices of the following SECAP's measures.
2. Improve my organisation's indicators and strategies on adaptation to climate change.

These objectives should have been met to achieve the plan's goals on climate change adaptation and, if possible, to also achieve energy savings and/or CO<sub>2</sub> emission reduction targets.



# COMMITMENT STATEMENT

As a [insert your work title] of [insert the name of your organization] in [insert the name of your city/region and country] I would like to signify my commitment to participate as a mentee in the ENERGee Watch learning programme, following the 3 learning steps and providing my feedback through evaluation surveys. I also commit to use the acquired knowledge to:

1. Enhance MRV practices of the following SECAP's measures: [insert the titles/names of the measures]
2. Improve my organisation's indicators and strategies on adaptation to climate change

These objectives will be met in order to achieve the plan's goals on climate change adaptation and, if possible, also achieve **energy savings and/or CO<sub>2</sub> emission reduction targets**.

Name: [insert name here]  
 Position: [insert work title and the name of organization]  
 Date: dd/mm/yyyy  
 Signature:



The ENERGee Watch project has received funding from the European Union's Horizon 2020 Research and Innovation Programme under grant agreement No 892089.

Figure 3. LoC course 3

## 2.4 Letters of Commitment (LoC) Course 4

Course 4 on data display, dissemination and validation by local authorities educated and provided a sound knowledge base and understanding of the principles and best practices of data communication and presentation. Throughout the course, participants learned how to best identify their target audience and the key considerations to make to most effectively communicate messages through the use of data. Alongside this, the key modes of data communication were identified with a detailed breakdown of how these modes can be replicated for any respective geographic area and audience. Commitment statements in LoC course 4 contained the following objectives, as visualised in Figure 4:

1. Enhance MRV practices of the following SECAP’s measures.
2. Improve my organisation’s methods and procedures on data display, dissemination and validation.

These objectives should have been met in order to achieve the energy savings and/or CO2 emission reduction targets of the mentioned measures and plan(s).



Figure 4. LoC course 4

## 3 Mentees Commitments Analysis

The objective of the Peer-to-Peer ENERGee Watch project was to launch an easy and replicable peer-to-peer learning program to enable regional and local authorities to define, monitor, and verify their sustainable actions in a timely and accurate manner. The program primarily targetted regional/provincial authorities and their agencies responsible for collecting and overseeing the monitoring of mitigation and adaptation measure indicators. The mentees' commitment analysis highlights their vital role as agents of change, capable of making a significant contribution to the Peer-to-Peer ENERGee Watch project's success and driving positive energy efficiency outcomes in their regions.

### *3.1 Active Engagement in Peer-to-Peer Learning*

Mentees had committed to actively engaging in the peer-to-peer learning program. This commitment demonstrates their dedication to participating in workshops, knowledge-sharing sessions, and other collaborative activities. Through active engagement, mentees learned from the experiences and best practices of their peers, enabling them to enhance their understanding of sustainable actions and effectively apply them within their respective authorities. There have been a total of 20 Letters of Commitment (LoC) uploaded by mentees to the VERI platform system during cycle 1, 11 LoCs uploaded for cycle 2, and 28 LoCs uploaded for cycle 3, totalling 59 LoCs. Active engagement fosters a dynamic learning environment, allowing mentees to acquire valuable insights, gain practical knowledge, and develop their skills. By actively participating in the program, mentees contribute to the collective learning experience and create a collaborative atmosphere.

### *3.2 Knowledge Acquisition and Application*

Mentees have expressed their commitment to acquiring knowledge and skills related to defining, monitoring, and verifying sustainable actions. By participating in P2P programs, masterclass webinars, and action plan capacity-building initiatives, mentees enhanced their understanding of sustainable development indicators, measurement techniques, and reporting methodologies. This commitment reflects their intention to apply this knowledge within their authorities, thereby improving their capacity to accurately monitor and report on their sustainability efforts.

### *3.3 Implementation of Best Practices*

One of the key commitments made by mentees is the implementation of best practices within their authorities. The peer-to-peer learning program provided mentees with insights into successful sustainable actions implemented by other authorities. Mentees committed to adapting and implementing these best practices within their regions, aiming to improve the effectiveness and efficiency of sustainability measures. By implementing best practices, mentees can contribute to the overall success of the project and serve as role models for other authorities. As part of the assessment of how the mentees have applied the knowledge gained from P2P, the action plan survey and workshop served to motivate them to continue developing their plans, to meet more participants, and to document



more best practices. Detailed implementation of best practices are provided in ENERGee Watch D3.5 and D4.2.

### *3.4 Collaboration and Knowledge Sharing*

Mentees have committed to actively collaborate and share their knowledge and experiences with their peers during P2P programmes. Collaboration and knowledge sharing are essential components of the peer-to-peer learning program. By sharing successes, challenges, and lessons learned, mentees contribute to a culture of knowledge exchange and peer support. This commitment fosters a supportive network where mentees can learn from each other's experiences, benefit from diverse perspectives, and build long-lasting partnerships.

### *3.5 Capacity Building and Empowerment*

The mentees' commitment analysis highlights their dedication to capacity building and empowerment. Through their active participation in the peer-to-peer learning program, mentees aimed to strengthen their abilities to define, monitor, and verify sustainable actions. This commitment to capacity building empowered them to become proficient in sustainable development indicators, measurement methodologies, and reporting practices. By acquiring these skills, mentees can effectively lead their authorities in sustainable initiatives from this point forward, and contribute to the overall success of the project.



## 4 Conclusion

The analysis of mentees' commitments emphasizes their significant role in the success of the Peer-to-Peer ENERGee Watch project. Through active engagement, knowledge acquisition, and the implementation of best practices, mentees contributed to the program's objective of enabling regional and local authorities to define, monitor, and verify their sustainable actions. Their commitment to collaboration, knowledge sharing, and capacity building creates a supportive environment that fosters continuous improvement and the adoption of best practices among participating authorities.

By empowering mentees with the necessary knowledge and skills, the peer-to-peer learning program enhanced the overall effectiveness of regional and local authorities in their sustainability efforts. The commitments made by mentees reflect their dedication to implementing sustainable actions, disseminating knowledge, and driving positive change within their respective authorities. Together, they form a network of empowered leaders working towards a more sustainable future.

This analysis provides project organizers with insights into the mentees' commitments, allowing them to identify areas of support, potential challenges, and opportunities for further engagement. By nurturing and supporting mentees' commitments, the ENERGee Watch project has continued to work towards its objectives of enabling regional and local authorities to define, monitor, and verify their sustainable actions successfully.

