



ENERGee Watch

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

WP3

Month 30 (Feb 2023)



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| Responsible Author | Dr. Dewi Dimyati Vliexs | Email | dewi@southeastenergy.ie |
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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 will focus 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 fmentees (4) cmenteeses: i) data collection, ii) monitoring & verification, iii) indicators for adaptation to climate change, iv) data display, dissemination and validation by final users. ENERGee Watch will launch 4 cmenteeses per year (one per each topic, twelve in total) with a total of 72 participating mentees. The learning programme will include tools, such as mentoring, site visits, tailored guidebooks and guided practice exchange which will 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 on Peer-to-Peer programme in the ENERGee Watch project. The letter of commitment highlights mentees dedication to supporting energy efficiency and sustainability initiatives within their region. This report aims to outline the key commitments made in the letter 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 are to:

- 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.



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 will focus 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 will provide 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 will discuss each commitment in detail, including the specific actions to be taken and results anticipated. In addition, we will explore potential challenges and opportunities that may arise during the implementation of the mentees' commitments.

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, mentees must sign a letter of commitment describing clearly the learning objectives and what they should expect from them during the program. By signing this commitment letter, participants will specify what actions they intend 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 be signed by the highest representative of the organisation. It will provide the outline of the entire process, will be generated for each individual mentee and ensure 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. The main points of this agreement are to.

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 will help participants to 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.

Commitment statement in LoC course 1 contain objectives (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

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).



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” will give emphasis to enhance 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
- Development of business plans, feasibility, and environmental analysis for sustainable energy Projects

Commitment statement in LoC course 2 contain objectives (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

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).



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

The course 3 dedicated to adaptation aims to clarify the concept, provide keys to understanding this discipline and shed light on the methodologies, systems and tools to support public actors. The aim of the exercise is to guide participants in building their own roadmap to ensure that adaptation to climate change is fully integrated into energy- climate action plans.

Content development will be 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 statement in LoC course 3 contain objectives (figure 3):

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 CO2 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 CO2 emission reduction targets.

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



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Figure 3. LoC course 3

2.4 Letters of Commitment (LoC) Course 4

The course 4 on data display, dissemination and validation by local authorities will educate and provide a sound knowledge base and understanding of the principles and best practices of data communication and presentation. Throughout the course, the participant will learn how to best identify their target audience and the key considerations to make in order to communicate a message, through the use of data, most effectively. Alongside this, the key modes of data communication will be identified with a detailed breakdown of how these modes can be replicated for any respective geographic area and audience.

Commitment statement in LoC course 4 contain objectives (figure 4):

1. Enhance MRV practices of the following SECAP's measures: [insert the titles/names of the measures]
2. Improve my organisation's methods and procedures on data display, dissemination and validation

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).



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 methods and procedures on data display, dissemination and validation

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 4. LoC course 4

3 Mentees Commitments Analysis

The objective of the Peer-to-Peer ENERGee Watch project is 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 targets 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 have 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 can learn 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 P2P, 11 LoCs uploaded for cycle 2, and 28 LoCs uploaded for cycle 3. 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 aim to enhance 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 provides mentees with insights into successful sustainable actions implemented by other authorities. Mentees are 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



will motivate them to continue developing their plans, to meet more participants, and to document more best practices. Detail implementation of best practices provide in the report 3.5.

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 aim to strengthen their abilities to define, monitor, and verify sustainable actions. This commitment to capacity building empowers 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 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 contribute 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 enhances 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 valuable insights into the mentees' commitments, allowing them to identify areas of support, potential challenges, and opportunities for further engagement. By nurturing and supporting the mentees' commitments, the Peer-to-Peer ENERGee Watch project can achieve its objectives of enabling regional and local authorities to define, monitor, and verify their sustainable actions successfully.

