



POWERPOOR

Empowering Energy Poor Citizens through Energy Cooperative Initiatives

D3.4: Training and capacity modules

Final version V2.0

Working on the ground with energy-poor households and policymakers on lowering energy poverty levels.

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Work Package 3:
Capacity building and multilevel knowledge
creation

Deliverable D3.4:
POWERPOOR Training and Capacity Modules Final
Version

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Table of Abbreviations

Abbreviation	Explanation
EC	European Commission
EU	European Union
WPx	Work Package number x
Dx.y	Deliverable number y belonging to WPx
AB	Advisory Board
DPO	Data Protection Officer
GDPR	General Data Protection Regulation

1. Introduction

POWERPOOR aims at developing support programmes/schemes for energy-poor citizens and encouraging the use of alternative financing schemes (e.g., establishing energy communities/cooperatives, crowdfunding). POWERPOOR will facilitate experience and knowledge sharing, as well as the implementation of small-scale energy efficiency interventions and the installation of renewable energy sources, increasing the active participation of citizens.

1.1 Purpose and Scope

The purpose of this deliverable is to provide the final version of the training package materials and modules of POWERPOOR as a key deliverable in WP3. A previous version (D3.2) of the package was developed in April 2021. This material constitutes the reference and input content for the capacity building and knowledge creation tasks and activities of POWERPOOR as well as to make the materials available to interested stakeholders

1.2 Methodology

This training material has been built considering the initial description of the four modules of POWERPOOR in the project proposal and has been improved in content and format within a co-creation process among partners after several rounds of feedback.

Training modules were adapted to the changing sustainable energy policy landscape of Europe and the POWERPOOR project partners expertise and knowledge. In addition, modules scope considered the local context in the countries where the POWERPOOR approach and tools will be deployed. In addition, the material has been enriched with several rounds of feedback resulting from internal training activities designed for POWERPOOR trainers, specifically the Train the Trainers Workshop and the 1st Internal Capacity Building Workshop.

COVID 19 impact in the capacity building activities of the project were considered during this development, as most of them have been and will be carried out online.

1.3 Deliverable Structure

The structure of this deliverable has been defined following the following sections:

- ❑ Section 2: Capacity Building Modules Development Process
- ❑ Section 3: Module´s Structure and Content Overview
- ❑ Section 4: POWERPOOR Training Package elements.
- ❑ Section 5: Annexes 1-3: POWERPOOR Training Package elements in PDF Version

2. Capacity Building Modules Development Process

The POWERPOOR training and capacity building modules were designed for several levels of audiences and interested stakeholders, including:

- Project partners, specifically country pilot partners that need to be trained on a 360° understanding of energy poverty and how to empower citizens for action. Partners should be experts in the use of the tools to disseminate and exploit them on a local and national level.
- Energy Supporters and Mentors
 - Energy Supporters, which will directly support the households, will undertake the face-to-face meetings and household visits.
 - Energy Mentors' focus is more on the community, the innovative financing schemes, and the support of the Energy Poverty Offices.
- Other stakeholders interested in energy poverty, POWERPOOR project, tools, and results.

The four modules defined for the POWERPOOR Project cover four general subjects, described in Table 1; and include energy poverty concepts, energy poverty alleviation actions, funding alternatives and planning processes on a local and national level.

Table 1: Training and Capacity Building Modules Overview

Module	Content Overview
Module 1 (ENPOV)	Energy poverty concepts, policies, and multilevel governance. Global and EU agenda on energy poverty Approach, concept, and content of POWERPOOR Description of the tools developed especially the POWER-TARGET tool.
Module 2 (ACTIONS)	Energy poverty alleviation policies and practices: Low cost/no-regret measures that energy-poor citizens can implement to reduce energy consumption; Promoting behavior change and best practices in implementing energy efficiency measures and energy interventions. This module will also present the POWER-ACT tool.
Module 3 (FUND)	Energy cooperatives, crowdfunding and other joint initiatives): Best practices, methodologies and innovative approaches for establishing joint energy initiatives, emphasizing on the strengths, opportunities and benefits of these joint ventures, as well as lessons learnt; Exemplary sustainable energy projects, in terms of technological innovation, implementation, financing, impact and replication potential; Impact assessment of energy poverty projects in urban/national sustainability. This module also presents the POWER-FUND tool.
Module 4 (PLAN)	Climate and social innovation tools to alleviate energy poverty at a local level:: Integration of energy poverty mitigation in sustainable energy and climate action planning and urban sustainability policies.

This module will also present the Energy Poverty Guidebook for Energy Planning.

In addition to the Modules, during the feedback rounds of the training programmes, it was identified the need to develop additional material that could support the knowledge transfer process on a national level. Some of this material included: **a tips and tricks document** to share with energy supporters and mentors and **some facilitation (soft skills) materials** for partners to better develop training activities on site. In addition, the material has been enriched with a **list of the case studies** included in the modules and a **list of the existing EU energy-poverty projects**.

2.1 Modules Materials and National Adaptation Process

All modules were co-created by the POWERPOOR project experts and were made under a combination of practical and theoretical content that could be adjusted for training activities. A process to develop the modules was defined, shared and agreed with partners.

The POWERPOOR modules were developed in English and in a flexible format that will allow adaptations to engagement cycles, language, and training format (onsite and online training activities). Modules were prepared in PowerPoint and included case studies and examples from different geographies and locations. Each module includes exercises to foster engagement of participants in the training activities. In addition, pilot country partners prepared 1-2 cases on their country reality as well as two exercises to be done by participants in local training or capacity building programmes.

Modules are versatile and include graphics, tables and images. They avoid as much as possible the use of text and include videos links and references. Each module has around 30 to 50 slides. In summary, all four modules consist of a set of slides with key content material in PowerPoint format, complemented by case studies and exercises, and other complementary material.

The materials have been adapted to local contexts, considering the following guidance:

Table 2: Modules Adaptation Guidance for National Partners

Material	Adaptations by National Partners
Module 1 PPT Module 1 PPT POWERPOOR Toolkit	<ul style="list-style-type: none"> - Translation Module 1 PPTs to local language (suggested) - Include graphs/statistics from country (optional)
Module 2 PPT Module 2 Tips & Tricks Brochures	<ul style="list-style-type: none"> - Adapt Module 2 PPT – with local case studies and regulatory/policy analysis - Translation of Module 2 PPT by local partners (suggested) - Identify a national case study (suggested) - Translation of Tips/Tricks and the Brochures (suggested)
Module 3 PPT Module 3 PPT POWERFUND Tool	<ul style="list-style-type: none"> - Translation Module 3 PPT to local language (suggested) - Include one or two local case studies (include in list of case studies) - Translate PPT Power Fund Tool and Guide (if needed)

Module 4 PPT Module 4	- Translation PPT to local language – initial slides (suggested) - Translate case studies/tools (if needed)
Soft Skills PPT List of case studies and H2020 sister projects	- Translation is optional
Videos	- Translation/subtitles is optional

The materials developed on a local level are distributed to energy supported and mentors via different means, including email, partners webpages, etc.

2.2 Material Distribution and Referencing

All interested stakeholders using the POWERPOOR material should reference it, under the following citation: *POWERPOOR Consortium Partners. Training and Capacity Building Package, December, 2021*. In addition, for the use of specific specific modules content, we encourage to reference the organisations that have developed the modules.

- Module 1: ICLEI, Housing Europe, NTUA
- Module 2: DOOR, INZEB, NTUA
- Module 3: ECN, COOPERNICO, GOIENER
- Module 4: NTUA, ICLEI, INZEB
- Soft Skills: ICLEI

3. Modules Structure and Content Summary

The POWERPOOR modules content was designed together with project partners. Table 3 summarizes the content for each of the modules.

Table 3: Modules' Structure and Key Content

Module	Module Leaders & Contributors	Rationale and Content
<p>1. MODULE 1 Energy Poverty Principles (ENPOV)</p>	<p>Module Leader: NTUA Contributors: ICLEI, ECN HOUSING EUROPE</p>	<p>Module Goal: to leverage the importance of energy poverty for sustainable energy transitions on a global and European level and to introduce the POWER-Target tool and the importance of identifying citizens facing energy poverty episodes to target specific actions on a local and community level.</p> <p>Main target group: energy supporters and mentors, but especially for mentors such as policy makers, local authorities, energy planners, employees from utilities, etc. This module content might be not so practical for energy supporters, anyway it could give them insights to understand the importance of their job in the field, aligned to a greater context.</p> <p>Key Content:</p> <ul style="list-style-type: none"> 1.1 Introduction to Energy Poverty: concept, global and EU agenda, statistics, key indicators to measure energy poverty, energy poverty challenges, multilevel governance and key stakeholders in the EU energy poverty landscape (i.e. EPOV, CoM, H2020 Projects Community, etc). An update on the Energy Poverty Advisory Hub (EPAH) has been included in the second reporting period. 1.2 POWERPOOR project description, short introduction of the project, goals, scope and expected results. 1.3 POWERPOOR Tools: general description of the POWERPOOR Toolkit and why these tools are important to alleviate energy poverty. 1.4 POWER-TARGET Tool description and potential use, including a focus on the relevance of identifying citizens and people facing energy poverty under correct profiling exercises based on real information and data. (*)
<p>2. MODULE 2 Energy Poverty Alleviation Policies and Actions (ACTIONS)</p>	<p>Module Leader: DOOR Contributors: INZEB, NTUA</p>	<p>Module Goal: to identify the types of energy poverty alleviation policies and practices developed by different stakeholders, with an emphasis on their results and benefits for citizens facing energy poverty episodes. An emphasis on practical actions tangible and replicable results across Europe, including technological innovations, will be included. In addition, the module is aimed to introduce the POWER ACT tool.</p> <p>Main target group: energy supporters and mentors that will foster the development of energy actions on a local level. Practitioners working directly with citizens facing energy poverty episodes on a</p>

		<p>local and community level, for example: social workers or employees from CSOs, NGOs, social enterprises, community centres, etc.</p> <p>Key Content:</p> <ol style="list-style-type: none"> 2.1 Types and categories of energy poverty alleviation policies and practices (consumer protection, financial support, demand side management, etc) 2.2 Policies and practices implemented by public authorities like municipalities, national governments, or others (i.e. financial support, subsidies, social services advice, etc) 2.3 Actions implemented by Civil Society Organizations and Communities. (energy efficiency, renewables, other sustainable energy interventions) 2.4 Other Actions by other stakeholders (utilities, NGOs, etc) 2.5 POWERPOOR Toolkit: POWER ACT Tool. Description and uses of the tool (*)
<p>3. MODULE 3 Financing energy poverty alleviation actions (FUND)</p>	<p>Module leader: ECN, Contributors: COOPERNICO GOIENER</p>	<p>Module Goal: to understand and identify conventional and innovative financial instruments and methods to develop energy poverty alleviation actions, including energy cooperatives, crowdfunding and other joint energy initiatives. In addition, the module should empower energy supporters and mentors in promoting energy cooperatives and crowdfunding schemes to citizens facing energy poverty episodes and also to local actors that could support the development of these schemes (i.e. municipalities, NGOs, utilities, etc).</p> <p>Main target group: energy supporters and mentors, with an emphasis on especially mentors that will work on a local and community level.</p> <p>Key Content:</p> <ol style="list-style-type: none"> 3.1 Financing mechanisms, instruments and initiatives to alleviate energy poverty (conventional and innovative mechanisms) 3.2 Energy cooperatives, crowdfunding schemes and other joint initiatives (and how these can be made accessible to energy-poor citizens) 3.3 Best practices and exemplary projects to finance energy poverty actions. (link to case studies) 3.4 POWER FUND Tool. Description and uses of the tool. Updated in the second version of the training package 3.5 Quick guide to access the POWER FUND Tool. New in the second version of the training package.
<p>4. MODULE 4 Planning Energy Poverty Actions on a local level (PLAN)</p>	<p>Module Leader: ICLEI Contributors: NTUA and INZEB</p>	<p>Module Goal: to understand the importance of energy poverty actions as key inputs to local sustainable energy and climate action processes on a local level and to identify key climate and social innovation tools and methods to mainstream energy poverty SECAPs.</p> <p>Main target group: energy supporters and mentors, but especially mentors such as policymaker and local authorities, as well as practitioners that will work in the field working with communities on a project and initiative level.</p>

		<p>Key Content:</p> <ul style="list-style-type: none"> 4.1 Energy poverty actions in cities sustainable energy and climate action plans (SECAPs) 4.2 Climate and social innovation tools/actions to mainstream energy poverty in local sustainable energy and climate action planning processes. (climate and social innovation concepts, participatory processes, co-creation schemes, tool-boxes, etc) 4.3 Indicators to assess the impact of energy poverty on a local level. Updated in the second reporting period considering the inputs of the European Covenant of Mayors and the EPAH. 4.4 Energy Poverty Guidebook for Sustainable Energy Planning. New in the second reporting period as the first draft of the Guidebook has been developed.
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() during the modules development, it was decided to integrate the **POWERTARGET** and **POWERACT** tool description, overview and exercises in one set of PPT to facilitate training.*

4. POWERPOOR Training Package Elements

The POWERPOOR Training Package includes the individual elements listed below and it constitutes the final version for public use and dissemination.

All the elements are included in different Annexes of this deliverable, described as follows.

POWERPOOR Modules (Annex 1)

- Module 1:
 - Slides for module 1 updated version
 - Slides for POWERPOOR Toolkit, including the POWERACT and POWERTARGET Tools description, overview and exercises
- Module 2:
 - Slides for module 2 updated version
 - POWERPOOR Tips & Tricks Brochures (PDF)
- Module 3:
 - Slides for module 3 updated version
 - Slides for POWERFUND Tool description and overview
 - POWERFUND Tool New Guide
- Module 4:
 - Slides for module 4 updated version

Lists of Case Studies, H2020 Sister Projects and Exercises. (Annex 2)

- List of case studies
- List of H2020 energy poverty related sister projects

Complementary material (Annex 3)

- Slides for soft skills material

In addition, the Training Package includes the recording of the training sessions, which can be found in the POWERPOOR YouTube channel and includes:

- Video of the first TtT Session. Modules 1 and 2: <https://youtu.be/a1q5jAoI7Fw>
- Video of the second TtT Session Modules 3 and 4: <https://youtu.be/CGXHHa-kWwc>
- Video of the First Training Workshop and the Breakout Rooms: <https://youtu.be/yAjONsa4x4g>
- Video of the second Training Workshop and External Webinar: <https://youtu.be/0ZQbU7qgAIg>

5. Annexes

- Annex 1: POWERPOOR Modules Slides and Supporting Material in PDF
- Annex 2: Lists of Case Studies and List of H2020 Sister Projects in PDF
- Annex 3: Complementary Material: PPT Soft Skills Material in PDF