



UP-lifting Communities: Structuring collective Action for Sustainable local
Transition and Identifying Regulatory Solutions for adopting frontier
technologies and disruptive business models

Deliverable 1.4

First Progress report on the activities of the project

WP1

Date of document

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1. Progress summary

Achieved results of the period

This summary describes project activities to date against each task of each working package for the period of M1 (September 2020) to M9 (May 2021). Key achievements are as follows :

- Due to Covid 19 restrictions, the kick of meeting was delayed and held online on 30 September – 1 October 2020
- SharePoint has been created on the Tyndall share site.
- New logo is accepted and approved by all partners on 18th November 2020.
- Review existing OSS, strategies, tools, policies and projects (D2.1.), DMP, IP Report (D1.1.) and Ethics Report (D1.3.) are uploaded on the EU H2020 Project Reporting Portal in February 2021.
- Impact Assessment document has been created to provide information on evidence to be collected, and potential energy savings for each pilot region. All project partners responded.
- 'Rescheduling Deliverables' document has been provided to the Project Officer and the proposed new timeline was confirmed. Not all deliverables will be postponed as almost all the partners agreed to stick to the current timelines for different deliverables despite the COVID-19 lockdown. SEC proposed to complete 'Monitoring programme for OSS practical operation' (D3.3.) at a sooner date in M24 August 2022 (despite in M36 August 2023). GCN will follow the existing schedule and will coordinate with WP2 Lead Partner ECO in the Task 2.2 and Task 2.4. that interfere with their tasks to be delivered in WP4. CCC and ASEN will deliver on time. ESV raised the budgeted constraint for the project website and video development as it wasn't planned in the proposed budget during the project submission. A rescheduling was proposed to sort out the budget and unforeseen circumstances due to COVID-19. Project website and dissemination and communication plan are scheduled for the end of March 2021, and Dissemination materials (newsletters, flyers, posters) for April 2021. IERC took initiative to produce first video clip, and also produced an introductory article for the UP-STAIRS project.
- ESV held presentation for all project partners on defining Energy communities applicable for each pilot site (February 2021)
- ECO held two workshops/interactive online sessions for facilitating the definition of the OSSs business models for all pilot regions. Business model canvas was used in order to list key aspects defined by each pilot (MURAL online tool). Result from the workshop is fed to 'Design of the UP-STAIRS Energy Service OSS Framework' D2.2. (February 2021). Also, project partners are asked to identify best financial schemes for their local context (T.2.3). A second online session has focused on the definition of the specific services to be provided by the OSSs and the regional pilots' approaches.
- D2.2 has been drafted and finalised one month earlier in M9, led by ECO and with key contributions from SEC (financial schemes section) and ASEN (governance section).
- The structures of the D2.3 and D2.4 have been defined by ECO and the information needed by partners is being collected.
- KAPE is currently working on 'Detailed Report on the legislative, administrative and incentive framework for collective actions in different countries' : D5.1, May 2021. KAPE has created an information collection template to gather the insights on collective action initiatives in different partner countries. All project partners provided their input.

- IERC presented a project on the DECIDE panel discussion (18th May 2021), and discussed regulatory and social aspects of organizing energy communities and collective energy actions
- IERC presented a project on the 8th Annual ERBE-LoLo Conference Early Career Researchers : 'How the Built Environment can Contribute to the Clean Energy Transition'
- Grant Agreement is due to be revised with clarification regarding WP and task leads. ECO highlighted that WP6 responsibilities have been by mistake assigned to ECO in Grant Agreement and requested for a revision of responsibilities to ESV (WP6 Leader). The revision will be initiated after March 2021.
- Ekubirojs has been involved in a number of tasks to ensure mutual learning and sharing of expertise over the past six months in the UP-STAIRS project.

1.1. Identified problems and deviations from the work plan

'Rescheduling Deliverables' document has been provided to the Project Officer and the proposed new timeline was confirmed. Not all deliverables will be postponed as all the partners agreed to abide to the current timelines for different deliverables despite the COVID-19 lockdown. The table below presents previous communication among partners. Deliverables which was due by May 2021 (M9) are uploaded on the EC platform.

Work Package / Partner	Brief about deliverables (Partner responsible)	Original timeline	Proposed new timeline	Detailed explanation for rescheduling
WP 1 (IERC)	D1.1 - Data and IP Management Plan (IERC)	M3/Nov 2020	M5/Jan 2021	Due to COVID-19 lockdown situation, the drafting of the document, discussion with internal ethics committee, alignment of data management plan with internal ISO system and review process of the document has taken a bit long and we are expecting to upload a working version of document by end of January.
	D1.3 - Ethics compliance report (IERC)	M3/Nov 2020	M5/Jan 2021	
WP2 (ECO)	D2.1 - Review existing OSS Structures, Strategies, Tools, Policies and Projects (SEC)	M3/Nov 2020	M5/Jan 2021	Due to COVID-19 lockdown situation, the activities related to drafting the data collection templates, discussion on what to be included as information, contacts with OSS projects and/or hosts took longer than initially foreseen. It is expected to upload the Deliverable D2.1 by the end of January 2021
WP3 (SEC)	D 3.1 Community Energy Action Plan for each pilot site (GCN)	M18/Feb 2022	M21/May 2022	Deliverable is related to the other activities in WP3 therefore will be delayed.

	D3.2 Training plan for UP-STAIRS financial and Technology selection models (SEC)	M15/Nov 2021	M18/Feb 2022	Due to COVID-19 lockdown situation it is expected to have delay in identification of energy community pilot sites in the five pilots as well as the identification of Implementation Champions (IC) and their training needs. The actual training of ICs will also be delayed although no specific deliverable is associated with it
	D3.3 Monitoring programme for OSS practical operation (SEC)	M36/August 2023	M24/August 2022	Draft version of the document is expected to be finalised in M18 so Final version will be finished in M24.
WP 4 (GCN)	D4.1. User Requirements and System Design (GCN)	M9/May 2021	M10/June 2021	Originally planned timelines can be currently kept. In case of significant delay from other deliverables due to COVID-19, there might be problems in delivering tasks under WP4 in pre-specified timeframe : “Task 2.2 / Task 4.1 Task 2.2: Develop the Standardised UP-STAIRS OSS Business Model Framework -> Task 4.1 Develop user requirements, prioritise system features, and design implementation plan Both tasks are to be delivered in M9, which might be difficult anyway, as we think we need the input of Task 2.2 before we can conclude our task 4.1 in detail.
WP6 (ESV)	D6.1 Project Website (ESV)	M6/Feb 2021	M7/March 2021	Delayed due to the budget discussions (i.e. no budget was foreseen for the website). Clarification regarding WP and task leads (ECO/ESV) is required.

WP6 (ESV)	D6.2 Dissemination and Communication Plan. 1 (ESV)	M6/Feb 2021	M7/March 2021	Delayed due to the budget discussions (i.e. no budget was foreseen for the website). Clarification regarding WP and task leads (ECO/ESV) is required.
	D6.3 Dissemination materials.1 (ESV)	M6/Feb 2021	M8/April 2021	Clarification regarding WP and task leads (ECO/ESV) is required.
	D6.4 UP-STAIRS videos to engage target audience. 1 (ESV)	M6/Feb 2021	M8/April 2021	Delayed due to the budget discussions (i.e. no budget was foreseen for the website). The first video for the UP-STAIRS is delivered by IERC.
	D6.5 Final project conference (ESV)	M6/Feb 2021	M35/July 2023	Due to an oversight in the Grant Agreement, the final conference was planned in M6. Clarification regarding task lead (ECO/ESV) is required.

2. Progress on milestones

Milest. no.	Milestone title	Delivery date in Annex 1	Means of verification	Achieved	If not achieved, forecast date	Comments
MS1.	Kick off meeting held	M1/September 2020	Minutes	YES	N/A	-
MS11	Project website launched	M6/February 2021	https://www.h2020-upstairs.eu/	YES	N/A	Due to the budget discussions, the project website is delivered in M7 (25/03/2021).
MS12	Initial engagement events held in each pilot region	M6/February 2021	-	Delayed	M12/August 2021	Due to COVID-19 lockdown situation in the 5 pilot regions the initial engagement events will be held at a later stage. No specific deliverable is associated with this milestone.

3. Consortium management in the period

The following steps have been taken over the past nine months since the project started :

- All the project partners engaged on a regular basis on all the tasks and activities through assisting in data collection process, providing feedback on the documents, and writing contribution wherever required.
- A monthly consortium meetings have been successfully organized to discuss deliverables, timelines, contributions required from partners, along with a range of technical discussion to shape the activities and ensure its impact.
- There are number of small group meetings organized at the work package level to discuss relevant issues and roadmap.
- Two brainstorming workshops have been organized to discuss the idea of one stop shop and the business models.
- Presentation for all project partners on defining Energy communities applicable for each pilot site was held
- All the deliverables submitted by project partners are thoroughly reviewed by the coordinator before uploading it to H2020 portal.
- All the project partners are intensively engaged in promoting the project and outcomes of different tasks under the project through their own communication channels. Local stakeholders are being informed on a regular basis through project website and social media channels.
- Possible cooperation with other similar projects (e.g. CityxChange¹ and Interreg Europe Intensify Programme² are also being explored. A submission has been made by Cork City Council (CCC) to Interreg to part fund the engagement of a suitable person to staff a physical one stop shop. A budget and location will also be required for the physical one stop shop.

¹ <https://www.limerick.ie/CityxChange>

² <https://www.interregeurope.eu/intensify/>



4. Progress of work plan in the period

WP 1 – Project Management	
Key objectives	Progress
Overall Project Management	Task 1.1 All project meetings were scheduled as planned, and several rounds of communication within Consortium and with the Project Officer have already been organized to discuss different aspects of the project. Finances for the website and video production are agreed upon and this work package delivered first video clip along with other responsibilities. All project partners worked closely with each other for the last nine months and contributed in meetings, discussions, brainstorming workshops, surveys and feedback on reports etc.
Project Reporting and Communication	Task 1.2 All project deliverables are up to date and the due reports have already been uploaded to the online H2020 platform. The documents have also been uploaded on the shared point folder where partners can easily access. Since project start, all the meetings are held online due to the Covid 19 restrictions. It has been agreed to have meetings every last Thursday of the month. Wherever necessary, meetings related to specific tasks and deliverables are also organized. Monthly meetings are chaired by IERC and at least one representative from each partner is present in all the meetings. After each meeting, minutes are produced to present the discussion and agreed tasks, and further shared among the partners. All the deliverables due to be submitted are reviewed by the Project Coordinator, and before upload to the H2020 portal.
Project implementation risk management	Task 1.3 IERC is closely monitoring the risk identified in section 1.3.5. of the Grant Agreement and will be presenting any identified risk in our

WP 1 – Project Management

	project consortium meetings for further discussion and reflection from all the project partners.
Task Data Management Plan (DMP) and Intellectual Property Management	Task 1.4 IERC produced Data Management Plan (DMP) and IP Management Plan, 'live' documents open for adjustments and updates of the project in data management. As UP-STAIRS project involves conducting surveys, interviews, workshops and other dissemination activities, DMP is related to the GDPR principles and details information on the procedures for collection, storage, protection and processing of personal information.
Ethics compliance for personal information	Task 1.5 IERC produced Ethics report and uploaded to the H2020 platform. As per the Consortium Agreement, all partners agreed and signed to adhere to those principles throughout the project's lifetime.

Progress regarding deliverables:

ID	Deliverable name	Month	Progress
D1.1	Data and IP Management Plan	M5	Delivered, 'live' document open for changes, available for all partners
D1.3	Ethics compliance report	M5	Delivered, available for all partners
D1.4	First Progress Report	M9	Delivered, available for all partners

Adaptations to the work plan compared to Annex 1:

Due to the budget discussion with ESV, IERC delivered first video clip for the UP-STAIRS project in M8/April 2021.

Key upcoming activities until the next periodic report:

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WP 2 – Development of UP-STAIRS Energy Service OSS Framework and Methodology for Collective Action

Key objectives	Progress
Review of existing OSS, Stakeholder Engagement Strategies, Existing tools, Policies and Projects	Task 2.1. (SEC leader) This task has been successfully completed during the first three months of the project implementation. It has been led by SEC and ECO as Task and WP leaders respectively. On the basis of the results and findings from JRC Report “The market of one-stop shops around Europe”, SEC elaborated templates for two different types of fact-sheets to collect information, one for OSS related research projects focused on exploring different concepts and business models of OSS, and one for OSS business cases/working examples. SEC developed two lists, of OSS research projects and of OSS business cases, and the indicated projects/business cases have been distributed among all partners who performed the research and filled the fact-sheets. In addition, surveys by e-mail have been held with a number of selected OSS cases by all the partners. SEC collected the filled fact-sheets and information from partners, made an analysis according to relevant criteria and prepared a report with findings and results, comprising D.2.1 “Review of existing OSS Structures, Strategies, Tools, Policies and Projects”. All these activities have been performed in close collaboration with IERC as project coordinator and ECO as WP2 leader, as well as with the rest of the UP-STAIRS project partners (e.g. ESV did a research for OSS projects and sent 4 fact Sheets - 2 for external projects, and 2 for OSSs from ESV, and contributed to the final document). ECO, as WP leader, has cross-checked and reviewed all factsheets and deliverable and contributed to the deliverable elaboration. CCC as a partner in the Intensify project has viewed many stakeholder engagement strategies. These included financial instruments (Saxony-Anhalt region of Germany) ; use of on line platforms (Almada region of Portugal and Milton Keynes in the United Kingdom), targeting strategies (Zadar in Croatia), and motivating strategies (Padravje region of Slovenia). Tools available in Ireland such as the Retokit tool which analyses building energy ratings on an electoral district basis have also been studied. Projects which have

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	been reviewed include FIESTA, HERB, Agree, and Tomorrow. The home energy savings kit developed by CODEMA was also considered. Ekubirjos included researching and analyzing a variety of one stop shops in Europe identified by the work package leader ECO, and offered insight for how the one stop shops could apply to UP-STAIRS. This also included reviewing and commenting on the final document produced.
Develop the Standardised UP-STAIRS OSS Business Model Framework	Task 2.2. This task is led by ECO in close cooperation with the partners. The main goal is to define a common and standardized baseline for the One-Stop-Shops (OSS) implemented through the UP-STAIRS project, and facilitate its replication across other European countries. This involves the design of several elements for the operation of the service, and defines the different aspects that need to be considered when implementing a service to support and accompany collective actions. This design has been based on the main outputs from the research carried out and presented in Deliverable 2.1. Pilot partners have been requested to brainstorm about their first ideas of their OSS, and their inputs have been collected and analysed. Furthermore, two focus groups have been held with the partners in order to develop the business model canvas, the specific service structure, and the end-user journey for the UP-STAIRS OSS, considering common aspects in all the future pilots, and thus identifying potential commonalities to be considered for the setup of an OSS to support collective actions in any European country. All partners have participated in the online focus groups sessions of OSS business model framework definition, held on 23th February (10.30 - 12h CET) and 15th April, organized and facilitated by ECO. After this process, the final OSS Framework has been outlined in Deliverable 2.2, drafted by ECO, and with contributions from SEC for

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	the financial schemes' analysis (Task 2.3), and from ASEN for the governance and mediation schemes (Task 2.5), and analysing the outputs from the focus groups and D2.1. This common framework will be used as a basis for the development of the Deliverable 2.3. where it will be adapted to the local contexts in each pilot region. In addition, SEC assisted ASEN in providing input to ECO for UP-STAIRS Energy Service OSS Framework definition. SEC has also participated in Energy Communities Info Meeting (led by ESV), held on 8 February at 3p.m., to discuss regulatory framework and practical issues on concrete implementation rules for energy communities around Europe. CCC The OSS model in Ireland is progressing slowly and local authorities have a significant role to play in « mainstreaming » it. There is a gap in the market as many people are still unaware of the need to reduce energy consumption nor are aware of the tools, costs and grants associated with different degrees of retrofit. This is where local authorities can play a major role making retrofit of homes part of the lexicon and something that is achievable by the population of home owners.
Developing a range of Collective Financial Schemes with Criteria	Task 2.3. (SEC leader) SEC in cooperation with ECO started developing the criteria for classification of the existing examples of collective financial schemes. Research has been carried out by SEC for the definition of financing schemes to support collective actions, and structured to showcase the different financial possibilities to support citizens in their projects. The outputs of this research have been included as part of D2.2. CCC is not a financial institution and has no power to issue loans to people. It can however play an important role in linking citizens and energy communities to financial institutions that will provide such loans.

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Assessment of the different financial schemes and adaptation to suit to different context i.e. urban/rural, socio-economic and climate contexts	Task 2.4. (SEC leader) Pilot partners are requested to analyze the financial schemes described above, and choose the ones they can offer or promote in their pilot. This task will be completed later on when drafting the Deliverable 2.3.
Development of the governance and mediation process for the OSS	Task 2.5. (ASEN leader) ASEN is in the process of analysing the governance and mediation processes for providing support to citizens. The outputs of this analysis are included in D2.2 as well.
Adaptation of the UP-STAIRS OSS Framework to the pilot contexts	Task 2.6. ECO has designed the different aspects to take into account for the pilots' adaptation. Pilot partners have been requested to provide more detail on their OSSs structure and specific services according to their context, regional policies and barriers, and resources. According to the work done in Tasks 2.1, 2.2, and 2.3., the different services that can be provided are classified according to the following categories : • Organizational support • Legal advice • Financial advice • Accompaniment • Arbitration The different services provided within each of these categories is variable and have been discussed during the second focus group held as part of Task 2.2. Each pilot is intended to provide detail on the particularities of each category of services in their region in the following weeks.

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	The inputs will be gathered and analyzed to elaborate the Deliverable 2.3. A first draft of the structure of the deliverable has also been outlined.
Design Collective Community Engagement Strategies	Task 2.7. ECO has designed the structure of the Collective Engagement strategies and has circulated among pilot partners the different aspects that they have to analyse in order to define their Engagement Strategy. This involves a demographic and socioeconomic profiling of target groups, tailoring the key messages, channels, and multipliers to reach them. The strategy also considers other key aspects for the engagement of the end-users such as potential synergies with local stakeholders, with local events and activities, the calendar to implement the strategy in order to avoid potential blockages (e.g. during summer, etc.), and also the ways to gather feedback from the target groups for the continuous improvement of the strategy. In line with the upcoming deliverables D2.3. and D2.4., ESV did the first preparatory steps : • Following closely the development of the regulatory framework • Interacting with relevant authorities and providing feedback "from the ground" (40 phone interviews with municipalities (AdieuÖl Gemeinde Telefonate), several email contacts) • Identification of key stakeholders in their region with a high and constructive interest in RECs (3 meetings held) • Identification of "pioneer communities" that are willing to start preparations without the full regulatory framework in place (started) • Advice sessions with 70 RES candidates (private households, SMEs, municipalities) on REC (Fragebogen Tagung/Formular Kontakte) • 6 on-site advice sessions ground for early adopter candidates : support on technical, regulatory, financial and organisational aspects of energy communities • Learning process together with pioneer communities and key stakeholders, e.g. on promising REC candidates

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	(consumption/generation patterns, operation models) regulatory, technical and organisational issues Information roll-out : info material (website, leaflets etc.), events (regional REC conference on 20 April online with more than 400 participants (initial engagement event held in the pilot region Upper Austria WP6) Ekubirojs, while not a pilot region, will continue to add feedback and share their experience in the domain of setting up OSS and community engagement. Ekubirojs can share their experience with piloting regions because of their on the ground work in Latvia and in other H2020 projects.		
Develop Training content for UP-STAIRS Implementation Champions and Trainers	Task 2.8. (IERC leader) IERC is currently working on a first draft for Training content, and first version of the document will be send to all project partners in a due course. This task will start in M10 (June 2021).		
Progress regarding deliverables:			
ID	Deliverable name	Month	Progress
D2.1	Review existing OSS Structures, Strategies, Tools, Policies and Projects	M3	Delivered, available for all partners
D2.2	Design of UP-STAIRS Energy Service OSS Framework	M10	Delivered in M9, available for all partners
Adaptations to the work plan compared to Annex 1:			

WP 3 – Implementation of UP-STAIRS Energy Service OSS in 5 Pilot Regions

Key objectives		Progress	
Setting up of the Pilot OSS and identification of training needs		Task 3.1. Not commenced yet.	
Conduct training of Implementation Champions in each Pilot Region		Task 3.2. Not commenced yet.	
Deployment testing of the of the UP-STAIRS Energy Service OSS in each pilot region		Task 3.3. Not commenced yet.	
Progress regarding deliverables:			
ID	Deliverable name	Month	Progress
D3.1	Community Energy Action Plan for each pilot site	M18	The community energy action plan for pilot sites has not commenced yet.
D3.2	Training Plan for UP-STAIRS Financial and Technology selection model	M15	The training plan for the UP-STAIRS financial and technology selection has not commenced yet.
D3.3	Monitoring Programme for OSS practical operation	M36	The monitoring program for the OSS practical operation is in development by SEC.
D3.4	Guidelines for practical implementation of OSSbusiness models for collective action	M36	The guidleines for practical implementation of OSS business models for collective actions has not commenced yet.
Adaptations to the work plan compared to Annex 1:			

WP 4 – Creating UP-STAIRS digital tool to facilitate individual interactions and collective actions

Key objectives	Progress
Develop user requirements, prioritise system features, and design implementation plan	Task 4.1 In order to meet the requirements of Task 4.1, GCN analysed various information and data sources. Initially the UP-STAIRS Project document, the input of the participating organizations during regularly held UP-STAIRS meetings and in particular the specific inputs of the project members responsible for the pilot regions have been used. These input parameters gave details on the fields of planned engagement per pilot region, the fields of support local authorities would be able to provide to the pilots, the fields of support the UP-STAIRS partner responsible for the pilot (if different) would be able to come up with. As it is foreseeable that the different partners in the pilot regions have different approaches on the concrete implementation of a digital platform to reach their specific goals for the UP-STAIRS project, the key elements of the platform must be defined, addressed and in preparation for Task 4.1 being evaluated by all partners. Therefore, an additional workshop is planned to further specify the digital platform of the UP-STAIRS project. In this workshop the first customer journeys will be presented using wireframes, in order to give the participants and project partners a better assessment for the implementation of the digital platform. The assumptions need to be confirmed or rejected as well as expanded by the project partners and based on that added to the overall planning for the definition of the user requirements, system features and implementation procedures. The more functional elements of the digital platform will mainly be based on the outcome of Tasks 2.2 (Develop the standardized UP-STAIRS OSS business model framework) and Task 2.4 (Assessment of different financial schemes and adaptation to suit to different context). There the services and procedures of the OSS will be developed and standardised.
Development of UP-STAIRS digital platform and mobile application for the overall framework, consumers' interaction and collective action	Task 4.2 Essentially, different development and management capabilities as well as tools are needed to ensure a comprehensive, streamlined and thoughtful process in delivering the web application and mobile app for UP-STAIRS.

WP 4 – Creating UP-STAIRS digital tool to facilitate individual interactions and collective actions

In parallel to Task 4.1 GCN has therefore started to define the requirements and skill sets for development and project management partners for Tasks 4.2 and started to contact potential development partners, face them with the requirements of the UP-STAIRS project and, based on experience in comparable projects, conduct preliminary discussions with these partners.

These discussions with the development, partners included first outcomes on system architectures, database design, user journeys and tools to be used.

Amongst the tools and partners to potentially be used is one software based solution for mapping and analysis of large numbers of data sources to build a building-ready data base for energy systems. Based on this, renewable system integration can be assessed, and action can be evaluated transparently.

A second partner offers open source technology simulating and operating interconnected grid-aware energy assets and marketplaces, facilitating market participation by connecting end users and their assets through an application interface. This could be used to do a first assessment of potential savings of to be established energy communities.

Progress regarding deliverables:

ID	Deliverable name	Month	Progress
D4.1	User Requirements and System Design	M9	A first draft of the deliverable is available, including the project organization and functional elements of the platform. The final deliverable will be available in M10, June 2021.

Adaptations to the work plan compared to Annex 1:

WP 5 – Identifying & addressing regulatory barriers for collective and cooperative actions

Key objectives	Progress
Identifying key steps, incentives and blockages of the collective procedures in each partner countries	Task 5.1. KAPE with the help of partners and desktop research identified key steps, incentives and blockages of the collective procedures in each partner countries. The identification was based on a detailed analysis of legal norms in each country and information obtained directly from actors of collective actions. Cork City Council (CCC) held a meeting to two representatives from the Sustainable Energy Authority of Ireland (SEAI) to discuss the approach to developing one stop shops. SEAI are currently focused on entities that can bring a project from concept to completion. The limitations on local authorities in participating in this model was discussed. It was agreed that Local Authorities had a very important role to play in promoting and advising people in an impartial way on the tools and technologies available to assist them in retrofitting their homes. The SEAI OSS model is designed for collective actions. Currently it is estimated that the conversion rate is very low. It was agreed that the CCC OSS could help to change that and encourage more citizens to undertake energy efficiency retrofits in their homes.
Surveying key potential actors for collective actions	Task 5.2. AMB provided input to the questionnaires for 3 collective actions in order to identify incentives, blockages and collective procedures, as well as legal opportunities or barriers. ASEN (assisted by SEC) prepared the input for the survey on the key potential actors for collective actions in Asenovgrad Municipality and the legal framework for collective procedures in Bulgaria. Cork City Council provided input to the questionnaires for 2 collective actions in order to identify incentives, blockages and collective procedures, as well as legal opportunities or barriers. ECO has carried out 3 interviews to representatives of existing collective actions in Spain in order to identify incentives, blockages and collective procedures, as well as legal opportunities or barriers (Task 5.5)

WP 5 – Identifying & addressing regulatory barriers for collective and cooperative actions

ESEB provided input to the questionnaires for 6 collective actions in order to identify incentives, blockages and collective procedures, as well as legal opportunities or barriers.

ESV provided input to the questionnaires for 2 collective actions in order to identify incentives, blockages and collective procedures, as well as legal opportunities or barriers.

GreenCom Network provided input to the questionnaires for 2 collective actions in order to identify incentives, blockages and collective procedures, as well as legal opportunities or barriers.

KAPE provided input to the questionnaires for 2 collective actions in order to identify incentives, blockages and collective procedures, as well as legal opportunities or barriers.

KAPE prepared and sent to partners questionnaires to survey actors of collective actions. After that, KAPE prepared a synthesis of the obtained feedback results.

Progress regarding deliverables:

ID	Deliverable name	Month	Progress
D5.1	Detailed Report on the legislative, administrative and incentive framework for collective actions in different countries	M9	Currently draft available for all project partners ; will be delivered in M10.

Adaptations to the work plan compared to Annex 1:

WP 6 – Communication, Dissemination and Exploitation activities

Key objectives		Progress	
Dissemination and Communication Plan		Task 6.1. The DCP has been outlined and will be updated regularly by ESV. The graphical identity of the project was created. ASEN provided the necessary input for web-site development requested by WP leader ESV.	
Online Dissemination/Communication Activities		Task 6.2 The UP-STAIRS Website (https://www.h2020-upstairs.eu/) was developed and is maintained und updated regularly by ESV. The Social Media channels <u>LinkedIn</u> and <u>Twitter</u> went online (ESEB together with ESV). Ekubirojs (ESEB) has set up channels, created media, hashtags, messaging techniques as well as original content. Ekubirojs will manage the social media for the duration of the project while requiring collaboration from all project partners. The first UP-STAIRS video to engage target audience was produced by IERC. All project partners contributed and provided inputs for the website and video.	
Offline dissemination and communication activities		Task 6.3 Templates for ppts and reports/documents for internal use were developed by ESV and are now being used by partners. Dissemination material (leaflets, factsheets) was produced. The <u>programme leaflet</u> and the <u>factsheet</u> has been produced (by ESV).	
Educational modules for self-training		Task 6.4. Due in M24-36	
Progress regarding deliverables:			
ID	Deliverable name	Month	Progress

WP 6 – Communication, Dissemination and Exploitation activities

D6.1	Project Website	M7	Delivered, Completed & online by ESV; available to public
D6.2	Dissemination and Communication Plan	M7	Completed by ESV Graphical Identity : completed by ESV
D6.3	Dissemination materials (newsletters, flyers, posters)	M8	Templates (for internal use): completed by ESV Dissemination materials (leaflet/factsheet): completed by ESV Social media channels: completed and online by ESEB & ESV E-Newsletter: under preparation by ESV Cork City Council published the following articles on the Interreg Europe Intensify website in relation to the UP-STAIRS. https://www.interregeurope.eu/intensify/news/news-article/11780/up-stairs-uplifting-energy-communities/ https://www.interregeurope.eu/intensify/news/news-article/10245/citizen-s-energy-engagement-project/
D6.4	UP-STAIRS video to engage target audience	M8	First video clip is produced and delivered by IERC

Adaptations to the work plan compared to Annex 1:

Due to the budget discussions (i.e. no budget was foreseen for the website) and required clarification regarding WP and task leads (ECO/ESV), some deliverables are rescheduled but delivered at agreed time.

Key upcoming activities until the next periodic report:

- The website will be updated regularly.
- The Dissemination and Communication plan will be updated regularly.
- The Social Media channels will post/tweet regularly.
- Initial engagement events will be held in each pilot region
- The project partners will participate in relevant events

5. Progress regarding performance indicators

Discussion around Key Performance Indicators, measuring impact and internal monitoring was held during the last monthly meeting on 27th May 2021. It was suggested to measure the impact through the number of citizens reached (visitors to the website, registered users to the digital platform, number of visitors to the premises, attendees to workshops etc.), and potential energy savings. Each pilot region will provide inputs for the upcoming Periodic report which is due in M18.

6. Use of resources

There are no major over or underspending of resources compared to initial allocation. Person months or costs are being spent according to the initial resource planning of the project.

Project Partner GreenCom has identified the need of sub-contracting to carry out some of the activities under the Work Package 4 on UP-STAIRS Digital Platform Development. This is currently under discussion at the consortium level and the plan will be discussed with the project officer in due course.

7. Other issues

There are no major issues at this stage but only small modification to timelines for some of the deliverables due to the COVID-19 impact on working environment. Some of the training programs, workshops and interviews envisaged to be in-person, are planned to be conducted in a digital setting. There is a risk that initially planned targets might be impacted however, an alternative plan is being developed to engage citizens and enable collective actions in the most effective manner amidst the current situation.