## Output factsheet: Tools

<table>
<thead>
<tr>
<th><strong>Project index number and acronym</strong></th>
<th>CE51TOGETHER</th>
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</thead>
<tbody>
<tr>
<td><strong>Lead partner</strong></td>
<td>Province of Treviso</td>
</tr>
<tr>
<td><strong>Output number and title</strong></td>
<td>O.T2.3 Toolkit containing 3 Demand Side Management tools</td>
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<tr>
<td><strong>Responsible partner (PP name and number)</strong></td>
<td>University of Maribor</td>
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<td><strong>Delivery date</strong></td>
<td>11.2017</td>
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**Summary description of the key features of the tool (developed and/or implemented)**
The toolkit containing 3 Demand Side Management tools were developed mainly by the Province of Treviso and the City of Zagreb, with the supervision and support of the University of Maribor as thematic expert. They are:

1. The Negotiating Panel Concept: roles and function - developed by City of Zagreb;
2. Transnational Building Alliance Concept - developed by the Province of Treviso;
3. DSM tools for the engagement of the building users - developed by the Province of Treviso.

These 3 tools were graphically harmonized in its English version by the University of Maribor. The project partners translated some parts of the tools in their native language in order to use the tools’ content for integrating their local training materials.

The first tool is a sort of guide that deals with the concept of Negotiating Panel and aims to give more information on the meaning of the concept itself. The Negotiating Panel is a group of people on a specific object/building who work together in a joint effort to reach the set goals of energy saving, thereby achieving mutual benefit (economic and environmental). The Negotiating Panel Concept is made up of owner, managers and users’ representatives (including end users, i.e. occupants), contributing together to the building energy management. The Concept defines roles and operational modalities.

The second identifies the common goals of energy reductions, the “profit sharing” approach, incentives etc. decided by the Negotiating Panel. According to the Application form, the Building Alliance has to be approved by the parties. It means that it has to be signed by the representative of the Negotiating Panel. The building Alliance is the result of a co-working approach that has to been adopted by all the project partners since the beginning of the project.

The third describes in detail the original set of innovative communication tools and contents targeting building users that the TOGETHER consortium has committed to release, under the coordination of the Lead Partner, to promote the experimentation of DSM (Demand Side Management) within the 85 pilot buildings of the project, also in combination with other technical or regulatory measures such as energy audits, smart meter installations, and EPIC (Energy Performance Integrated Contracts).

**NUTS region(s) where the tool has been developed and/or implemented (relevant NUTS level)**

The NUTS of reference where the output has been conceptualized is SI012, Podravska but the entire partnership has contributed to its development. Also the integrated tools will be tested in all 85 pilot buildings during pilot actions (WP T3), therefore NUTS regions will be:

- ITH34, Province of Treviso,
- CZ063, Kraj Vysočina,
- SI012, Podravska,
- HR041, Grad Zagreb,
- PL213, Miasto Kraków,
- HU231, Baranya,
- HU101, Budapest,
- SK010, Bratislavský kraj,
- PL213Krakow (PL) NUTS,
- HU23, Del Dunantult.

**Expected impact and benefits of the tool for the concerned territories and target groups**
Max. 1,000 characters

The expected impact and benefit for the concerned territories and target groups (public building owners, managers and decision makers) is to:

- Integrate the interdisciplinary learning platform, available both in English and other partners' languages, that can be potentially used by a wider audience than the one involved in the TOGETHER;
- provide the target groups with reusable material that can be easily exploited and consulted in order to increase their skills to manage the complexity of the real estate sector, linking up different energy efficiency tools, including the Demand Side Management, meant as the modification of the consumers’ demand for energy;
- create innovation when planning energy efficiency in public buildings and enhance the in-house competencies of the public administration, even when approached by external companies presenting - sometime promising - quick results and advantages;
- introduce to less “experienced” energy planners a set of guideline materials to be used in their pilot arenas to trigger cascading effects.

Sustainability of the tool and its transferability to other territories and stakeholders

Max. 1,000 characters

The sustainability of the Toolbox is crucially linked to its availability on the project website and project library. The 3 tools are made available as an “open source material” to be used by all potentially interested persons/group of persons, together with the transnational training model. The tools are transferable to other territories and stakeholders. The standardization of each tool in terms of graphical form and internal structure allow the potential reader to get easily familiar with all the other tools and to rapidly consult the content thanks to well-structured index and executive summary.

These 3 tools developed at transnational level by the TOGETHER partnership might be used not only by our consortium, but also by other organizations working with local authorities and wishing to be inspired for taking profit of the demand side management for achieving energy efficiency and energy conservation.

Transferability to other territories and stakeholders will be ensured through:

1. making the tools widely available so that also other interested parties could use it to improve their thematic knowledge and skills and to take inspiration for improving/updating their energy management system.
2. The fact that toolkit is already available in the project website. A specific “widget- integrated tools” was created in order to highlight their availability, both in English and in some project partners’ language. They are linkable from the “publication widget”.
3. The fact that they are embedded in the on-line project library
4. The fact that they will be embedded in the final e-book that is in progress, to be delivered at the closure of the project
5. The fact that project partners will also promote it on the occasion of different events

Lessons learned from the development/implementation process of the tool and added value of transnational cooperation
Max. 1000 characters
It is possible to summarize the lessons learned as follows:

It is crucial to agree on the working flow and co-working peer review process at a very early phase of the process. That is really valid in cooperation projects, where there are different backgrounds, knowledge and experiences in producing handbooks and thematic content; in the TOGETHER case, the Thematic Leader has strongly coordinated the process, taking advantage of its academic approach and experience in the production of papers and training material;
- It is crucial to produce appealing material, rich in examples and practical cases, with an eye-catching layout (within the limits of the technical contents it presents) to attract the technical experts to look at the tools. A clear index and harmonized structures can guarantee a better “acceptance” and understanding of the content;
- It is important to combine - if possible- the availability of new tools with a training path: the reference to the tools and their integration in an on-going training path can guarantee a concrete transfer from the “thinkers” to the “doers” and give the content a practical appeal;

Transnational cooperation has a crucial role in the delivery of the local training material in the partners’ regions as:
- it produced a common framework of reference in a much more cost-effective way compared to individual efforts, and it achieved economies of scale;
- it introduced an interdisciplinary approach to energy efficiency never tested before in all the partners’ regions;
- it helps to make use of wider and more diverse pool of knowledge and experience;

References to relevant deliverables and web-links
If applicable, pictures or images to be provided as annex

Max. 1.000 characters
References to the relevant deliverables:
- D.T2.3.1 The Negotiating Panel Concept: roles and function - developed by City of Zagreb,
- D.T2.3.2 Transnational Building Alliance Concept - developed by the Province of Treviso,
- D.T2.3.3 DSM tools for the engagement of the building users - developed by the Province of Treviso.
- 
and web-links:

The following material is attached as an annex: