



Repository of concrete cases: activity reports per country

Deliverable D4.2

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Monitoring implementation of the project; intellectual property rights



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Executive summary

One of the main objectives of the streamSAVE+ project is to provide technical assistance for the Priority Actions (PA) with high energy saving potential considered as a priority issue by national public authorities.

The current report outlines guidance to establish, monitor and report on the progress and the outcomes of the Capacity Support Facility (CSF). More specifically, the CSF to facilitate priority actions and improve energy savings calculations aims at improving the existing skills and capacity of the nine partner countries (AT, BE, BG, CZ, EL, HR, LT, PT, SI) within the framework of the streamSAVE+ project. The CSF will enable the application of the streamlined bottom-up calculation methods and the defined indicative values, which have been developed within streamSAVE+ project, leading to meaningful policy recommendations about the evaluation of the triggered impacts and the identification of advanced data collection methods. In a nutshell, the CSF intends to go beyond the theoretical bottom-up methodologies to facilitate their application during and after the time horizon of the streamSAVE+ project taking into consideration peculiarities at national level, such as the limited availability of the required data, the promotion of specific technologies within the framework of a measure, the difficulty to quantify the behavioral change of the end-users etc.

The CSF will be provided by the Working Groups, which will be established and led in the involved countries. The Working Groups will gather technical and country experts from streamSAVE+ project, as well as the implementing authorities (and/or technical experts) from the partner countries involved in order to explore technical issues for the selected PAs.

The current report provides details about:

- The operational framework for running and coordinating the established WGs.
- The identified cases for each country separately.
- The requirements that must be fulfilled during the provision of technical support.
- Indicative means that can be utilized so as to interact directly with the public authorities.
- Presentation of the methodology areas related to the PAs that can be covered within the framework of the CSF.
- The established coordination and monitoring process.
- The utilization of the developed reporting templates.
- Activities and timeline of the implemented activities within the CSF.

1. Introduction

The current guidance note intends to facilitate the activities, which will be carried out within Task 4.2 of streamSAVE+ project. More specifically, the procedure to establish, monitor and report on the progress and the outcomes of the Capacity Support Facility will be described.

The main aim of the Capacity support facility is to discuss and test the streamSAVE+ tangible outputs with the involved partner and the replication countries, providing direct support in implementing streamlined energy savings calculations in the context of Article 4 and 8 of the Directive (EU) 1791/2023 (EED).

Detailed information is provided within the context of the current guidance note about the definition of the capacity building programme, focusing on the specification of roles and responsibilities and on assistance to countries in order to complement all required actions. Moreover, guidelines are formulated for the establishment of working groups per Priority Action, as well as the development of the strategy and related procedures to coordinate these. Finally, the timeline of all suggested steps in relation to the planned activities is described.

2. Capacity Support Facility

2.1. Objective

The Capacity Support Facility (CSF) to facilitate priority actions (PA) and improve energy savings calculations aims at **improving the existing skills and capacity of the nine partner countries** (AT, BE, BG, CZ, EL, HR, LT, PT, SI) within Task 4.2 of the streamSAVE+ project.

The purpose of Task 4.2 is to provide **actual support to partner countries based on their specified requirements and needs** via the CSF.

The CSF will focus on **technical issues of the energy savings actions** providing the capability to each country to apply the savings methodologies for concrete policies or measures for the selected Priority Actions. The main aim of the CSF is to improve Member States' obligations under Articles 4, 5 and 8 of the EED through the improved implementation and reporting on EED policies and measures.

The **streamlined calculation methods and indicative values defined in the WP2 guidance and templates** (Tasks 2.2 and 2.3) will be applied in at least five specific cases in countries identified and documented in Task 4.1. Based on work package 2 (Task 2.2) **benchmarks of already existing priority actions** will be derived in order to support the involved countries with best practice examples.

More specifically, the CSF will facilitate the application of the **streamlined bottom-up calculation methods and the defined indicative values within the WP2 framework in the concrete cases**, which have been identified and documented in Task 4.1 enabling the evaluation of the triggered impacts and providing useful lessons and feedbacks to WP2.

Moreover, the use of the **streamSAVE+ platform** during the CSF is critical so as to increase the outcomes of the provided technical support.

Last but not least, emphasis will be placed on the identification of **advanced data collection methods** mainly based on meter data for the examined cases.

Figure 1 presents graphically the linkage of the CSF with the other WPs within the context of streamSAVE+ project.

In a nutshell, the CSF is **about going beyond the theoretical BU methodologies to facilitate their application during and after the time horizon of the streamSAVE+ project** taking into consideration

national peculiarities, such as the limited availability of the required data, the promotion of specific technologies within the framework of a measure, the difficulty to quantify the behavioral change of the end-users etc.

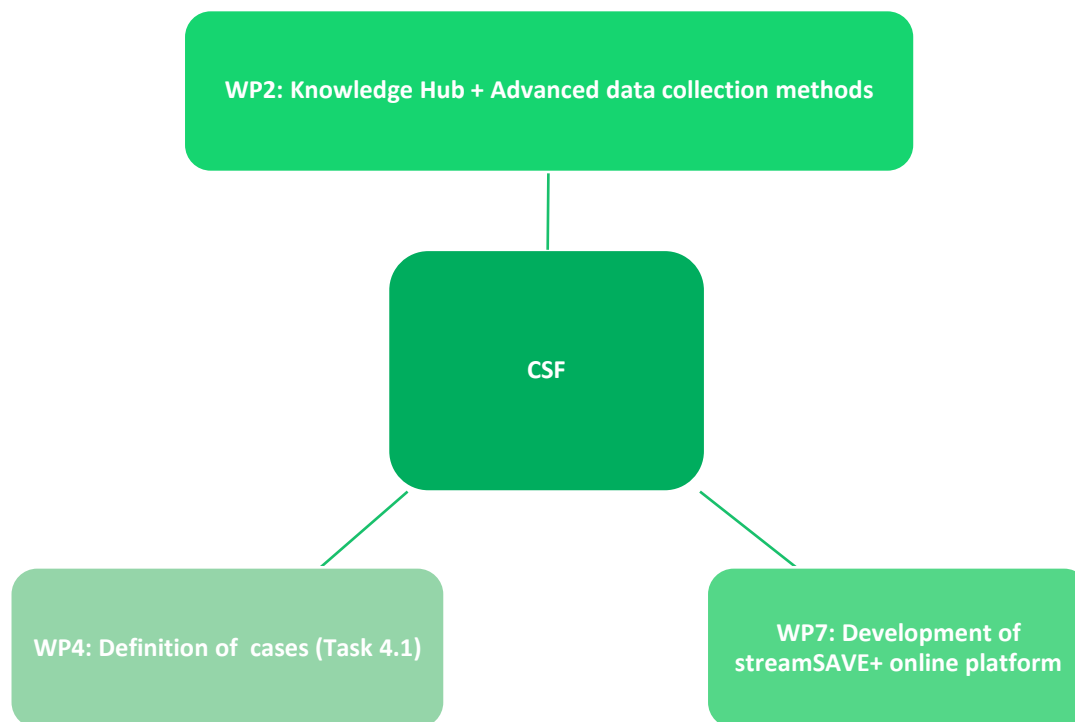


Figure 1: Linkage of the CSF with the other WPs within streamSAVE+ project.

2.2. Operational framework

The CSF will be provided by the **Working Groups (WGs)**, which will be established and led by the Country leader.

The Working Group will gather technical and country experts from streamSAVE+ project, as well as the implementing authorities (and/or technical experts) from the partner countries involved. The involvement of the policy expert into the WG is essential so as to facilitate the actual implementation of the various activities in the national context.

Consequently, **different WGs will be established according to the selected PAs within streamSAVE+ project and specific support provided.** Figure 2. and 3 presents the 15 PA developed in streamSAVE and streamSAVE+ projects around which the different WG will be established.

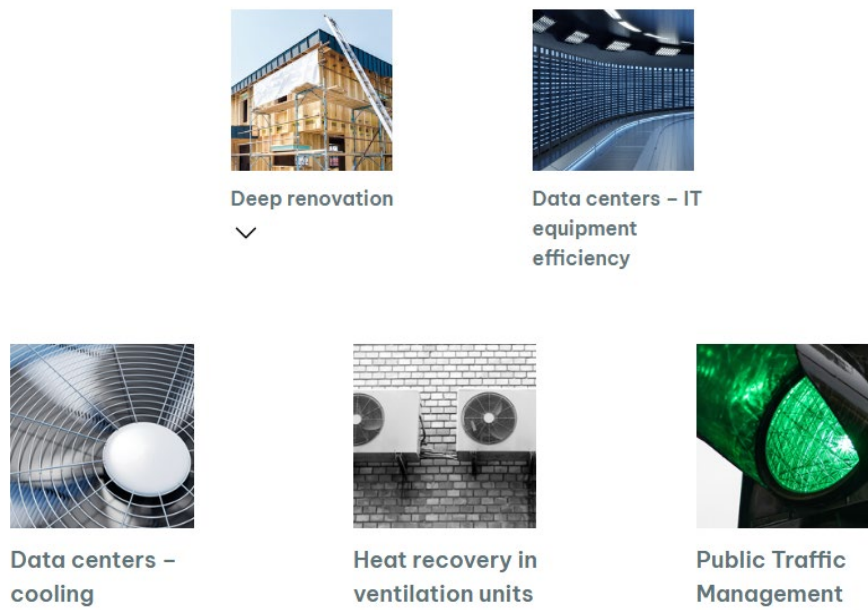


Figure 2: Selected PAs within streamSAVE+ project.

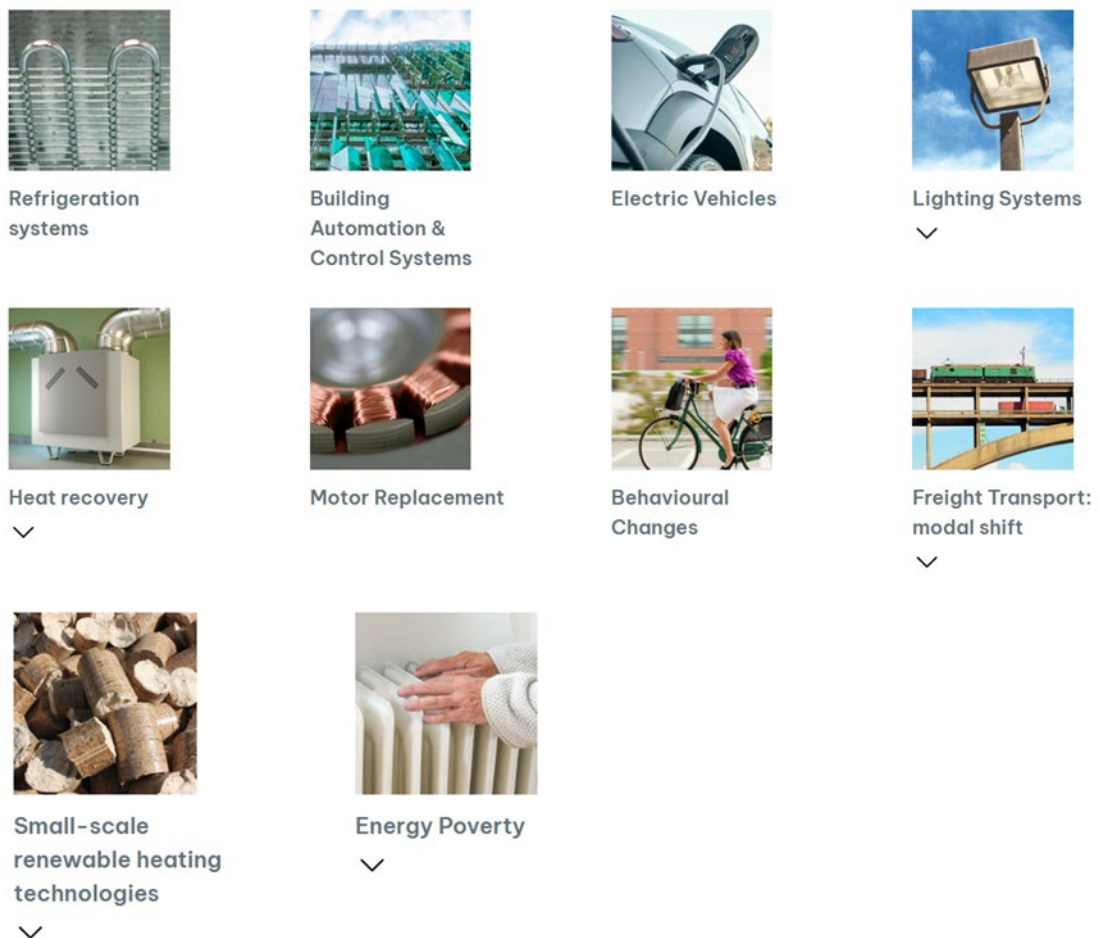


Figure 3: Selected PAs within streamSAVE project.

Where needed, the Country Leader will identify **relevant technical experts at EU level and at national level**. It should be noted that the partners will work directly alongside with experts from the involved countries, to address specific or ad-hoc issues or questions. A graphical depiction of the WG's composition is presented in Figure 4.

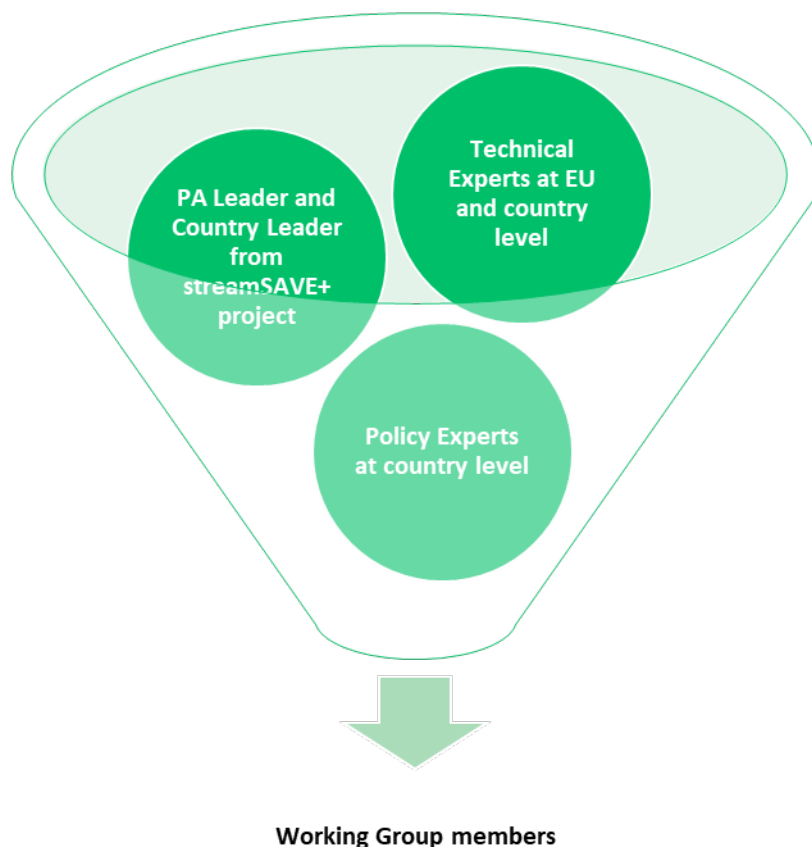


Figure 34: Members' composition of the WGs.

At national level, the **Country Leader** will act as a country point of contact and will facilitate the communication of the WG with the policy experts within their partner country.

The **Country Leader** will also arrange and undertake the testing and validation activities in his country with the actual participation of policy officers for each selected case. Moreover, the **Country Leader** will communicate the various requests/questions as will be received during the CSF in order to be discussed thoroughly as well as monitor and regularly report about the cases developed.

The Country Leader can request assistance of a **Technical Expert** from the consortium and/or the **PA Leader** to solve possible technical issues, which are related to the streamlined calculation methods and the defined indicative values of the PA. The Country Leader will be responsible for requesting support and clarifications from streamSAVE+ experts both for the developed bottom-up methodologies and for the utilization of the streamSAVE+ online platform.

The **Country Leaders** will be responsible for informing **SEVEN** about the performed actions and monitoring the progress of Task 4.2 according to the procedures presented in the sections

“Coordination and monitoring process” of the respective Task. The operational framework of the CSFs is presented in Figure 5.

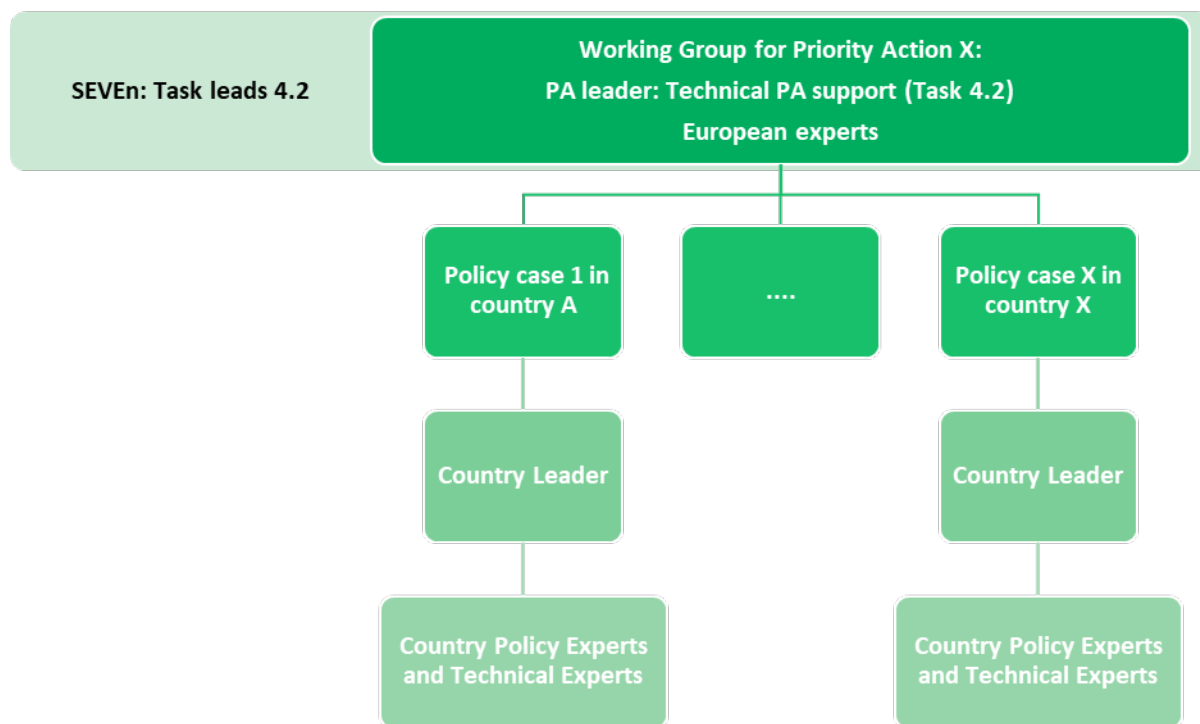


Figure 45: Operational framework of the CSFs for the established WGs.

The new PAs within the framework of streamSAVE+ project would be covered deeply by the information that will be provided by the **Country Leader** and the **PA Leader**.

Table 1 presents the **PA Leaders** for each PA separately within the framework of streamSAVE+.

Table 1: Nominated PA Leaders for each PA separately.

PA	PA Leaders
Deep renovation – Residential sector	SEVEn
Deep renovation – Non-residential sector	EIHP
Data centers - IT equipment efficiency	ISR
Data centers - Cooling	JSI
Heat recovery in ventilation units	VITO
Public Management Traffic	CRES

It should be noted that the 10 PAs, which were developed within the framework of streamSAVE project, would be covered by the **Country Leaders** via the existing materials and minor updates occurred within streamSAVE+ project (mainly on the platform).

Totally, nine partner countries will be supported technically for the cases selected in Task 4.1. It should be noted that according to the Grant Agreement the consortium will support on average 2 cases per country. Nevertheless, it might be expected that countries with less experience and lack of resources, have more requests.

Table 2 presents the nominated **Country Leaders and the selected cases** for each country separately.

Table 2: Nominated experts as Country Leaders and selected cases for each country.

Country	Country Leader	Selected cases
AT - Austria	AEA	Case 1: Public Transport Management
		Case 2: Data collection or assessment of monitored data
		Case 3: Baseline Article 5
BE - Belgium	VITO	Case 1: Energy savings of public fleet management strategies
		Case 2: Measures of the Social Climate Plan
		Case 3: Training public traffic management
BG - Bulgaria	ENEFFECT	Case 1: Cooling in data centres
		Case 2: Public traffic management
		Case 3: Heat recovery in ventilation units
		Case 4: IT equipment in data centres
CZ - Czech	SEVEN	Case 1: Enlarging portfolio of measures in the existing national catalogue
		Case 2: Training to support enlarging portfolio of measures in the existing national catalogue
		Case 3: Developing methods for new measures focusing on energy savings in industry
		Case 4: Training on developing methods for new measures focusing on energy savings in industry
HR- Croatia	EIHP	Case 1: Adaptation of existing methodologies for Heat recovery for on-site use in industry for the purposes of developing the forthcoming Ordinance on the system for monitoring, measuring and verifying energy savings
		Case 2: Adaptation of existing methodologies for Savings calculation for IT equipment and systems in data centres for the purposes of developing the forthcoming Ordinance on the system for monitoring, measuring and verifying energy savings
GR - Greece	CRES	Case 1: Exploring the energy savings potential in data centers
		Case 2: Validating the energy savings from the deep renovation of public buildings
		Case 3: Assessing the performance of public traffic management measures
LT - Lithuania	LEA	Case 1: Energy saving calculations from IT equipment in data centres
		Case 2: Energy saving calculations for electric vehicles
		Case 3: Energy saving calculations from cooling in data centres
MT - Malta	VITO	Case 1: Training public traffic management

PT - Portugal	ISR-UC	Case 1: From Legacy Regulation to Measurable Impact: Strengthening Bottom-Up Energy Savings Assessment in Transport
		Case 2: Towards Transparent Assessment of ICT Energy Savings in Data Centres
		Case 3: Towards Transparent Assessment of Cooling Energy Savings in Data Centres
SK- Slovakia	SEVEn	Case 1: Training on calculation of energy savings in Data Centres
SI - Slovenia	JSI	Case 1: Update of the measures in the existing national catalogue

3. Capacity support to partner countries

3.1. Provided technical support

The foreseen capacity building within the framework of Task 4.2 will be conducted through direct technical support to individual Member States to further improve energy savings calculations under Articles 4, 5 and 8 of the EED.

The foreseen technical support should be provided based on specific requirements. More specifically, the provided support must be:

- **Demand - or need-driven**, according to the needs identified in Task 4.1.
- **Strategically planned**: an overview of the support needs based on the survey Task 4.1 will be performed in order to facilitate the planned and targeted support for each country.
- **Clearly communicated**: emphasis will be given into raising awareness of the support facility – via survey Task 4.1 as well as via the dialogue groups WP3 – ensuring that the public authorities are aware about the availability of the support.
- **Flexible and tailored**: due to the variety of needs between countries, a large pool of technical and country experts will be available from the consortium having the right expertise to match the diverse needs of the energy agencies of each country.

The WGs will **interact directly with the public authorities via different means**, such as email/online support, phone support. Furthermore, **ad-hoc in-country meetings or workshops** can be organised with the participation of the **Country Leaders**.

The provided **technical support will cover a wide range of methodology areas** related to the PAs.

Indicatively, the **following topics** can be covered:

- Adapting the calculation methods and defining a monitoring program for a new technical action covered by policies or measures under Article 8 of the EED.
- Streamlining savings estimations of a priority action between Article 4 and Article 8 of the EED.
- Identifying and assessing monitored data within your country into an improved savings calculation methodology.
- Determining the baseline consumption for a priority action in relation to Article 8 and/or Article 4.
- Correcting estimated energy savings by including behavioural aspects, such as rebound effects.
- Conducting training activities with the streamSAVE+ online platform.

Finally, the technical support will result in **multiple types of outputs per case**, such as the:

- Meeting minutes of workshops on improving savings estimations for a policy in the partner country.
- Compilation of supporting material, such as technical reports or memos on energy savings estimations and country specific assumptions.

All **streamSAVE+ documentation will be in English** including both the meeting minutes and the supporting material, which will be produced.

Nevertheless, the **in-country meetings or workshops might be organized in national language**, to facilitate the participation and to improve the engagement of the national experts and policy officers.

The **management of the WG is rather challenging**, as it must be ensured that the involvement of participants should be productive.

Some **recommendations** are indicated in order to produce interesting outcomes of the WGs:

- Establish an explicit goal and communicate clearly it to the participants so as to lead to a common understanding.
- Complement effectively all the duties of the facilitator (Country Leader), such as arranging the meetings, ensuring that the meetings are effective, running on-time and inclusive meetings, setting the agenda for each meeting in advance, fostering a productive environment for discussion by actively taking into account the positions of the participants etc.
- Define the rules for the operation of the WG and specify the responsibilities and the roles of the participants taking into account both their characteristics/capabilities and time and resource restrictions.
- Engage all the participants equivalently and ensure that they will be able to fulfil the assigned tasks and activities.
- Create a realistic timeline with clear milestones providing sufficient time for the efficient completion of the foreseen tasks and activities.
- Operate transparently in regard to the assigned tasks and activities, communicate efficiently the main findings and organize an additional round for discussion in order to validate the results.
- Create trust to the participants and build consensus through the fruitful discussion of all positions.
- Handle effectively the potential conflicts aiming at their immediate solution and reaching consensus before fulfilling all the activities.
- Keep good records for all the conducted activities.
- Evaluate the performed work of the WG and be aware of the participants' level of satisfaction.
- Discuss openly proposals and recommendations by the participants for a more effective operation of the WGs.

The **involved policy officers and other country experts** will participate into the following type of activities:

- The identification and documentation of a selected case for each round of the CSF being supported by the Country Leaders.
- Participation into the planned in-country ad-hoc meetings (maximum of three meetings per round).
- Application of BU calculation methodologies for the selected cases supported by the the Country Leader.
- Utilization of the streamSAVE+ online platform with the support of the Country Leader.
- Participation into the planned workshops on voluntary basis.

3.2. Coordination and monitoring process

CRES is responsible for defining the main principles of the CSF and establishing the procedures for the coordination of the WGs.

SEVEN is responsible for the implementation of the established procedures for both coordinating WGs and monitoring their progress and outputs.

SEVEN organize monthly teleconferences, along with the regular project meetings with the participation of **Country Leaders** to review the request of cases, to monitor the performed actions and to discuss the received feedbacks and findings from the finalized cases.

AEA will monitor the overall progress in close collaboration with **SEVEN**.

The **Country Leaders** will present the progress in their countries in regards to the performed activities within the CSF, while they will complete a presentation template to facilitate the comparative presentation among the involved countries. **Country Leaders** will also present the methodological issues that have been explored and addressed during the activities of the CSF to find the technical expertise within the consortia experts to assist with the issue.

A holistic reporting framework is set-up for monitoring and presenting the main findings by the CSFs.

Two different reporting templates have been developed in order to fulfil this target:

- The aim of the first template is to monitor the performed progress for the identified cases in each country. The **Country Leaders** have to complete the template for monitoring the cases, which is presented in **Annex I**, providing information about all the performed activities and the delivered outcomes.
- Moreover, a second simplified template has been developed also in order to monitor the progress within the established WGs. The **Country Leaders** must complete the template for monitoring the WG's progress, which is presented in **Annex II**, providing information about received requests and questions and respective responses.

The templates will be **updated regularly**, especially before the monthly teleconferences, ensuring the continuous and effective monitoring of the implemented activities within the framework of the CSF.

SEVEN will send regularly reminders to the **PA Leaders and Country Leaders** for the in-time completion of the foreseen reporting templates ensuring the continuous and precise monitoring of the progress and the conducted activities.

Considering the evaluation of the CSF, a **feedback questionnaire will be prepared by VITO in alignment with Task 4.3**, which will be completed by the members of the WGs in order to evaluate the coordination, operation and effectiveness of the performed activities including recommendations for improvement.

Finally, **SEVEN** will prepare the **CSF activity report** summarizing the main findings and presenting the main lessons learnt for each Priority Action as outlined by the presented information within the two before-mentioned reporting templates.

3.3. Deliverables and milestones

The outcomes of Task 4.2 will lead to the following deliverables:

- **D4.2: Repository of concrete cases: activity reports per country** (Lead: CRES, Report, Public, Due date: February 2026 (M20))

- **D4.3: CSF activity report: summary of lessons learned** (Lead: SEVEn, Report, Public, Due date: June 2026 (M24)).

Moreover, the following milestones are foreseen:

- **MS7: Activity reports per country** (Lead: CRES, D4.3, June 2026 (M24))
- **MS8: CSF activity report: summary of lessons learned** (Lead: SEVEn D4.4, June 2027 (M36)).

4. Activities and timeline of the implemented activities within the CSF

Task 4.2 starts in M13 (July 2024) and will end in M24 (June 2026).

It should be noted that the operation of the CSF should include **two rounds** according to the Grant Agreement.

For detailing this timeline, the **following capacity building programme is proposed**:

1. First half of February 2026 (M20): Kick-off the CSF within streamSAVE+ consortium

Finalization of the guidance note (**CRES**)

Potential conduction of a webinar for explaining the foreseen steps if needed (**CRES and SEVEn**)

2. Second half of February 2026 (M20): Kick-off the CSF within the partner countries

Contact the policy officers and other country experts to further detail the support in each country (**Country Leaders**) to agree on:

- The planned activities and the expected outputs.
- The targeted policy measures and the expected impacts.
- The timeline of support such as dates of meeting(s) or workshop(s).
- The required material and data to be collected and prepared for the support.

An introduction on streamSAVE+ methodology and streamSAVE+ online platform for the selected PA might be required to improve the engagement of the policy officers (**Country Leaders**).

Initial completion of the template in Annex I for country cases (**Country Leaders**).

3. March 2026 (M21): Support the partner countries – First round

Provision of actual support to the partner country, according to the agreed description of activities (T4.2) (**Country Leaders**).

Revision of the template in Annex I for country cases (**Country Leaders**).

Completion of the template in Annex II for WG's progress (**Country Leaders**).

Organization of a **country-workshop** in order to describe and discuss the outcomes of all activities. Agreement on additional activities based on the discussions during the country workshop and the expected outputs (**Country Leaders**).

Completion of the template in Annex III for workshop's minutes (**Country Leaders**).

4. April 2026 (M22): Support the partner countries – Second round

Provision of additional support actual according to the agreed description of activities (**Country Leaders**).

Revision of the template in Annex I for country cases (**Country Leaders**).

Revision of the template in Annex II for WG's progress (**Country Leaders**).

Organization of an additional **country-workshop** (if needed) in order to describe and discuss the outcomes of all activities including the completion of the template in Annex III for workshop's minutes (**Country Leaders**).

Completion of Annex IV for the case that a memo has been requested (**Country Leaders**).

5. June 2026 (M24): Preparation of D4.3

D4.3 will be prepared by **SEVEN**, while it will be reviewed by **CRES**.

6. Additional guidance

It should be noted that the implementation of the calculation methodologies can start through the application of the proposed BU methodology to an existing or a planned policy measure in the involved country. Moreover, dedicated questions and requests for more specialized information have to be formulated, ensuring the actual involvement of the policy officers in the involved countries. An operational CSF objective can be the adaptation of the proposed BU methodology and the indicative values to the national context of each involved country.

Since the CSF is demand-driven and tailored-made to the actual needs of the public authorities the Country Leaders should be capable of applying the appropriate conditions in accordance with the needs and expectations of the involved policy officers. Indicatively, the presentation of successful case studies can be carried out in the case that it will be asked by the involved countries for the examined cases.

Generally, it is recommended to organize an introductory meeting with the targeted policy officers at the beginning of the CSF to clarify the objectives of the CSF and presenting the developed calculation methodologies and the defined indicative values. The conduction of this meeting will enhance their understanding about the role of the CSF and increase their engagement. Nevertheless, the organization of the proposed meeting is left at the discretion of each involved country, taking into account the actual conditions within the examined countries.

5. Conclusions

This report presents the procedure for establishing, monitoring, and reporting on the Capacity Support Facility's (CSF) progress and outcomes. The CSF aims to improve the current skills and capacity of the stakeholders in nine partner countries (AT, BE, BG, CZ, EL, HR, LT, PT, and SI) in energy savings estimations based on the streamSAVE+ project's Priority Actions (PA). The guidance presented here provides information on the CSF's operating framework, identified cases, established coordination within the CSF, and suggested timelines. Furthermore, the templates in the annexe serve as a basis for monitoring cases and their advancement, as well as reporting any potential difficulties.

Annex I: Reporting template for country cases

1.1 General information

Name of organisation	Organisation to which support is given (it can be that multiple organisations are involved)
Country	
Position in the organisation	
Contact person name(s)	
Email address(es)	

1.2 Support details for Case I

Title of the examined case	<i>Please insert the title of the examined case:</i>
Focus Priority Action from streamSAVE+ project	<p><i>Please select from following options:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Priority Action Deep renovation <input type="checkbox"/> Priority Action Data centers – IT equipment efficiency <input type="checkbox"/> Priority Action Data centers – Cooling <input type="checkbox"/> Priority Action Heat recovery in ventilation units <input type="checkbox"/> Priority Action Public Traffic Management
Focus Priority Action from streamSAVE project	<p><i>Please select from following options:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Priority Action Refrigeration systems <input type="checkbox"/> Priority Action Building Automation & Control Systems <input type="checkbox"/> Priority Action Electric Vehicles <input type="checkbox"/> Priority Action Lighting Systems <input type="checkbox"/> Priority Action Heat recovery <input type="checkbox"/> Priority Action Motor Replacement <input type="checkbox"/> Priority Action Behavioural Changes <input type="checkbox"/> Priority Action Freight Transport: modal shift <input type="checkbox"/> Priority Action Small-scale renewable heating technologies <input type="checkbox"/> Priority Action Energy Poverty
Focus of support:	<p><i>Please select from the following options:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Baseline <input type="checkbox"/> Data collection or assessment of monitored data <input type="checkbox"/> Energy savings based on deemed streamSAVE+ methods <input type="checkbox"/> Cost effectiveness <input type="checkbox"/> CO₂ savings <input type="checkbox"/> Behavioural aspects <input type="checkbox"/> Calculation of rebound, spill-over and free-rider effects

	<input type="checkbox"/> Data collection approaches <input type="checkbox"/> Other (Specify:.....) <p><i>Please select from the following options:</i></p> <input type="checkbox"/> Article 4 <input type="checkbox"/> Article 5 <input type="checkbox"/> Article 8 <input type="checkbox"/> Other (Specify:.....) <p><i>Please select from the following options:</i></p> <input type="checkbox"/> Screening and initial assessment of promising technical savings actions <input type="checkbox"/> Adapting or improving existing practices from the other Member States on calculation methodologies or indicative values <input type="checkbox"/> Reviewing existing calculation methodologies <input type="checkbox"/> Other (Specify:.....)
Length of support:	<p><i>Please estimate the length of the provided support:</i></p> <p><u>Example:</u> [The duration of the CSF will be amounted to 10 working days]</p>
Brief description of the examined case	<p><i>Please describe briefly the examined case providing information about the targeted technologies and end-uses:</i></p> <p><u>Example:</u> [The CSF will support the Ministry XXX to quantify the delivered energy savings from the promotion of the electric vehicles in transport sector]</p>
Types of support required:	<p><i>Please select from the following options:</i></p> <input type="checkbox"/> In-country workshop <input type="checkbox"/> Telephone support/Online workshop <input type="checkbox"/> Online/email support <input type="checkbox"/> Desk research consortium <input type="checkbox"/> Peer-peer exchange of experience between countries <input type="checkbox"/> Training <input type="checkbox"/> Other (Specify:.....)
Description of the conducted activities within the CSF	<p><i>Please present the conducted activities within the CSF:</i></p> <p><u>Example:</u> [This support will provide capacity building support in the following key areas:</p> <ul style="list-style-type: none"> - Collection of data - ... <p>This will be done via two remote workshops, tailored documents (based on already available support resources or materials) and some remote support while the country implements some of the advice.</p> <p>The first for these will be used to understand the current situation.... The consortium will provide an introduction into ...</p> <p>After this workshop, the country will have some follow-up tasks, which are likely to focus on ... and will also need to research any key questions that arose during the first workshop.</p>

	<p>Once the outcomes of these tasks have been shared with the consortium, they will incorporate them into the planning of the second remote workshop. This is expected to focus on ...</p> <p>In this period there could be further bilateral communication with the country to address any questions that might arise in the preparation of the supporting material and the second workshop.</p> <p>New materials will need to be generated for this work which is tailored to the countries' Priority Action]</p>
Description of the required data & material within the CSF	<i>Please describe the material and the data that are available/should be collected for conducting the activities within the CSF</i>
Description of advanced data collection approaches	<i>Please describe advanced data collection approaches that can be utilized focusing of the required data</i>
Description of the lessons learnt and recommendations	<i>Please describe the main lessons learnt and recommendations triggered by the conducted activities within the CSF</i>
Policy measures details	<p><i>Please describe of the existing or planned policy measures, which are related to the provided support and will be improved</i></p> <p><u>Example:</u></p> <p>[The CSF will support the Ministry XXX to quantify the delivered energy savings from the following policy measures:</p> <ul style="list-style-type: none"> - Replacement of conventional passenger vehicles with electric ones - Installation of electric chargers for mobilizing the penetration of electric vehicles]
Expected changes in policy measures	<p><i>Please describe of expected changes of the policies as a result of the support given by streamSAVE+</i></p> <p><u>Example:</u></p> <ul style="list-style-type: none"> - Development of a deemed method and specification of the required input data - Determination of the required data collection procedures - Provision of recommendations in order to comply with the requirements of the additionality criterion
Key Outputs	<p><i>Please present the main outputs of the CSF</i></p> <p><u>Example:</u></p> <ul style="list-style-type: none"> - Tailored dataset - N° of deemed methodologies tested - Two remote workshops utilizing specialised supporting materials (slides and documentation etc.) - Reviewed calculation template for the examined case
Impacts	<p><i>Please present insights about the delivered impacts</i></p> <p><u>Example:</u></p> <ul style="list-style-type: none"> - Improved understanding of two policy measures facilitating their application - Estimated primary and final energy savings - Additional triggered investments

	<ul style="list-style-type: none"> - Increased understanding of data gaps regarding the application of the additionality criterion]
Timescales support	<p><i>Please describe the period for the provided support</i></p> <p><u>Example:</u> The support was provided between August - December 2021</p>
PA working group	<p><i>Please provide information about the involved experts</i></p> <p><u>Example:</u></p> <ul style="list-style-type: none"> - First & Last Name of the involved expert (organization) - ...
Working language	<p><i>Please provide information about the working language</i></p> <p><u>Example:</u> The support was provided in English</p>
Useful reference and information	<p><i>Please insert useful references and information about the examined case</i></p>

Annex II: Reporting template for WG's progress – country support

Number	Date of the request	Priority Action	Country	Thematic area (BU equation, indicative values, online platform, advanced data collection method etc.)	Request/Question	Date of the response	Response to the request/question mentioning the prepared technical memo



Annex III: Template for workshop's meeting minutes

I. Workshop information (date, place, mean of conduction etc)

Please provide information about the conducted workshop, such as indicatively the date, the location, the responsible partner, the targeted Priority Action, the utilized tools and other arrangements.

Title	
Date	
Location	
Utilised tools	
Priority Action	
Prepared by	
Other	

II. List of stakeholders (invited and participated)

Please present both the invited and the participated number of stakeholders from the different authorities and organizations.

III. Agenda

Please present the agenda of the workshop.

IV. Objectives

Please analyze the objectives of the workshop.

V. Main discussed issues for each objective

Please present analytically the main discussed issues for each objective separately including the main difficulties, which were confronted.

VI. Conclusions

Please summarize the main conclusions derived by the discussion.

VII. Open issues and challenges

Please present the next steps, the potential assignments, the identified challenges including plans addressing them and the need for next workshop.



Annex IV: Template for technical memos

I. General information

Please provide brief information of the examined case within the framework of a specific Priority Action.

Title	
Date	
Priority Action	
Examined case	
Country	
Prepared by	
Other	

II. Request

Please present analytically the requested information and support.

III. Technical support

Please present analytically the technical response to the requested support.

IV. Further research

Please describe potential opened issues for further investigation.

V. References and useful material

Please mention the utilized references and other useful material.



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