



United Kingdom

EUROPEAN ENERGY SAVING AWARD

These Guidelines include the following information:

- **Details of the award and its purpose**
- **Who can apply and when**
- **The prizes and what must be done to win them**
- **How evaluations are made**
- **How to apply**

IRL & UK partner & contact point for IUSES

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About the Award

The European Energy Saving Award (EESA) is an award scheme for secondary schools and students in the following countries: Austria, Bulgaria, Czech Republic, France, Germany, Greece, Ireland, Italy, Latvia, Netherlands, Rumania, Slovenia, Spain and United Kingdom. The EESA has been developed as part of the IUSES project (www.iuses.eu).

Awards have two consecutive stages: the National Awards (awarded in June 2010) and the European Awards (October 2010). The **winners of each category**, at national level, will automatically participate in the same category of the European Award (without any further application). A common approach is being followed in each of the participating countries. A common evaluation process: application procedure, requested information, scoring criteria, judging panel, etc., will be applied to achieve consistency for all applicants.

EESA will reward achievements, good ideas, projects, videos/media and plans for improvements relating to energy, with a focus on a reduction in energy consumption, in three different categories. Schools, individual students or groups of students may apply.

It is not essential to have energy efficiency or renewable energy systems in place to be eligible for this award. Behavioural changes and commitments are also welcome.

To learn more about the awards and to get tips on achieving energy savings, visit:
www.iuses.eu/award

For any questions about the national awards, please contact your national focal point:
Clean Technology Centre, Cork Institute of Technology, Tel: +353 21 4344864
Email iuses.ctc@ctc-cork.ie

Purpose of the Award

The objectives of the awards are:

- To encourage better energy management and user behaviour in secondary schools with an improved teaching approach to sustainable energy;
- To promote best practice and individual/collective behavioural changes regarding energy sustainability in the everyday lives of young people - in their schools, households, recreational places, and mobility patterns;
- To improve environmental awareness and knowledge in students, teachers and other staff at schools through energy efficiency plans;
- To engage students in energy-saving activities using hands-on, real-world activities, research studies, artistic and multimedia expressions and experiments;
- To assist school principals in developing energy saving plans. These plans may range from installing energy-efficient lighting or improved heating maintenance to training activities or adopting energy topics in curricula.

Who can apply?

The Award is open to every secondary school and student in Austria, Bulgaria, Czech Republic, France, Germany, Greece, Ireland, Italy, Latvia, Netherlands, Rumania, Slovenia, Spain and United Kingdom.

Eligible Actions

The EESA will award projects and actions primarily focused on:

Sectors or Topics

- Energy: with special attention to savings, efficiency and renewable sources of energy;
- Transport: addressing student mobility behaviour, congestion, air pollution.

Example of Activities/Types of Action

- Energy saving plans
- Behavioural change programmes
- Development and implementation of technical actions: designing, reviewing and strengthening of energy savings programmes/plans
- Investment in energy efficient or renewable energy sourced technologies
- Organisation of public debates and consultations on energy issues
- Participation in energy programmes and meetings, training activities, etc.
- Voluntary agreements between schools and administrations (potentially beneficial agreements between schools and suppliers).
- Strengthening of relationships between schools, the community, suppliers, business sectors and policy makers as well as energy agencies, research institutes, etc.
- Leading awareness raising campaigns

Notes:

1. *It is not essential for a school to have renewable energy generation in order to be eligible for this award.*
2. *In the school or individual/group student awards, actual energy savings are **essential** to achieve an award while other information **supports** an application.*

Awards Categories

There are 3 award categories:

1 Schools

Award for the most energy efficient secondary school.

This category is open to any **secondary school** (private or public) that has achieved energy saving improvements by appropriate means (e.g. better maintenance and management of heating, lighting and energy systems; education and awareness raising; more sustainable transport to school; improved buildings, renovations , etc.).

Energy Bills for metering recording and any other supporting documentation should be attached to the application to demonstrate actual energy savings.

2 Individual student or a group of students

This award is open to application from an individual or group of students who achieved excellent energy savings in their everyday lives, at home, at school, at work, in their travel etc.

Again, energy bills for metering recording and any other supporting documentation should be attached to the application to demonstrate actual energy savings.

3 Videos/Multimedia (single and/or group)

This award refers to videos, electronic advertisements, short films, digital games, animations, software applications, video art, websites etc., relating to energy saving and/or renewable energy topics.

Prizes

Prizes for first, second and third placements within each category both at National and European levels will be awarded.

The details of national prizes are published on the IUSES web site: www.iuses.eu/award

The prizes at the National Competition level in the UK will be energy related items to the value:

Award	First prize	Second prize	Third prize
School Award	€300	€200	€100
Student Award	€125	€50	€25
Video/media	€125	€50	€25

Timetable of the Award

September 2009 (beginning of the school year)	Launch of EESA Award
From December to 1st May	Carry out activities and measures for energy saving - survey and record performance results
20th May 2010	Deadline for submitting the full application form - Part B
End of June 2010	National Award
October 2010	European Award. Overall European Winners will be invited to Trieste, Italy for awards ceremony, seminars and dissemination activities

How to apply and the procedures to follow

Application Forms

Applications must be submitted using the relevant Form and associated Guidelines.

The application form comprises two main parts:

1. Part A: The Cover Sheet must be used to pre-register or show an expression of interest and it is valid for all three award categories. **This is optional and there is no deadline**
2. Part B: Full Application Form in which the actions carried out are fully illustrated and the related evidence of energy savings/renewable energy are fully detailed. There are three different forms and the format *is different for each category* (Please use the proper form for your category). **Deadline for submitting is 20th May 2010.**

(The entire application should **not exceed 10 pages**, not including images).

Where and how to send the applications

Applications should be submitted in a sealed envelope by courier service, registered mail or by hand-delivery to the address below:

Clean Technology Centre
Unit 1, Melbourne Business Park
Model Farm Road
Cork City, Ireland

Evaluation of Applications

Applications will be examined and evaluated by an evaluation committee appointed by the Clean Technology Centre, Cork Institute of Technology, for the UK national competition and by the IUSES project coordinator (AREA, Trieste) for the European competition.

The decisions of the evaluation committees are final and may not be appealed.

Application forms must follow the specified format and provide the requested information, so that a consistent and fair assessment can be made in all participating countries. Applications that fail to conform or do not provide obligatory information will not be evaluated. Only requested information should be provided. Additional information will not gain extra marks.

Evaluation Criteria (score)

All applications submitted by applicants will be assessed in accordance with criteria detailed on the following pages. The judges' decision will be final.

NB: not all criteria have the same relevance/weight for each Award category (as shown in the score grid).

Disclaimer

Neither the European Commission, nor any of the IUSES project partners, in particular the Clean Technology Centre, Cork Institute of Technology, can be held responsible for any use which may be made of the information and equipment provided by the IUSES teaching material nor in the context of the European Energy Saving Award.

The Parties are not liable in any way for any costs, expenses, damages, liability or injury arising out of or in any way connected with the competition or the provision of the IUSES teaching material or for special, direct, indirect or consequential loss of any nature howsoever arising.

Declaration

Each application must be accompanied by a declaration, signed by a responsible individual associated with the relevant secondary school:

- confirming that the information submitted in the application is true, to the best of their knowledge, and accepting all the rules of the EESA Award.
- consenting to the publication and disclosure of the results of the competition including the winners' name and details of entry.
- consenting to the storing, sharing, publication and use of the information contained in the application, including any multimedia product developed (if applicable), for the promotion of the EESA Award and energy use best practice.
- confirming that the depiction of any person in the application is with their consent (if an adult) or the consent of the person with parental authority (in the case of a minor).

Category of Award: School

1. Relevance of the action (Threshold i.e. this must be satisfied)

Evidence is required to validate that energy savings or the introduction of renewable energy sourced systems are an ongoing practice and are a core value of the school.

Actual energy savings are a threshold for the evaluation. **Without evidence of these savings the application will not be evaluated.** This is a requirement of the project funding agency, Intelligent Energy Europe, and must be satisfied.

2. Demonstrability of energy savings

Energy savings generated by technical and behavioural measures should be demonstrated by bills or any other relevant documentation (e.g. a photo of the energy meter at the beginning and the end of the award period, bills before and after the improvement actions etc., - see application form).

Evidence of reduced energy usage or renewable energy generated must be provided.

3. Integration of energy theme within daily/standard school operations

Applicants should demonstrate how their school has integrated sustainable energy policy and practice within its daily operation and how technology, behavioural and curricular changes have been implemented in daily operations and/or the integration of an energy efficiency culture into the teaching practice and management of the school.

4. Dissemination and local community involvement

Schools and students should demonstrate their capacity and commitment to encourage and promote sustainable energy principles and practices outside the school e.g. working in partnership with other schools, families, friends, schoolmates, the local community, educational authorities, non-governmental organisations and energy supply companies.

5. Replicability

Schools and students should demonstrate if and how their energy savings measures and policies can be adopted by other schools, indicating the parties involved and how dissemination either has or could be achieved.

6. Originality of the action

Schools and students should preferably demonstrate an innovative approach in achieving energy savings. Innovative and original solutions (either technical or behavioural changes) for a better use of energy are encouraged.

7. Consistency and Size of the actions

The project may include behavioural changes that save energy (e.g. routines to ensure pupils are switching off lights and computers), curriculum developments (e.g. integration of information about renewable energy technologies and energy efficiency measures into the curriculum), and technical measures (e.g. details on installation of energy efficiency and/or renewable energy technology).

Evaluators will consider the scale of effort (time or money) involved in the project and whether multiple actions have been undertaken to work together and strengthen each other, e.g. determining best lighting positions and levels, changing bulbs and ensuring unneeded lights are switched off.

Score Grid for Schools Award

	Section/Subsection Criteria	Schools Award
1.	1. Relevance of the action	Gateway
1.1	How relevant is the proposal to the objectives and one or more of the priorities of the Call for Award?	
1.2	Are savings and renewable energy issues a key part of the practice and culture of the school/household?	
2	Proof of energy savings (ESSENTIAL)	40
2.1	Is there proof of the energy savings?	
2.2	Reliability of the documents giving proof	
2.3	Do documents refer specifically to the period time of the award?	
2.4	Are savings generated by the measures illustrated clearly by the applicants?	
3.	Integration of energy theme into the school life/operations	15
3.1	Has an Energy Plan been developed and implemented?	
3.2	Has energy efficiency and related topics been introduced into the school curricula?	
3.3	Has there been a continuous monitoring of energy consumption and efficiency?	
4.	Originality of the action	5
4.1	Does the action show an innovative approach to energy savings and renewable energy?	
5	Dissemination and participation	10
5.1	Does the action contain dissemination practices?	
5.2	Is the level of involvement and participation of outside people and groups in the action satisfactory?	
6.	Replicability	5
6.1	Has the action the potential to be replicable by others?	
7.	Consistency and Size of the actions	25
7.1	Size of effort (time and/or money)	
7.2	Is there a rational integration among different measures, such as behavioural, technical, curricula measures?	
7.3	How comprehensive is the Energy Saving Plan (if there is one)?	
7.4	Future Plans	
7.5	Activities already done	
	Maximum Total Score	100

Category of Award: Students (single or in groups)

1. Relevance of the action (Threshold i.e. this must be satisfied)

Evidence is required to validate that energy savings or the introduction of renewable energy sourced systems are an ongoing practice and are a core value of the student activity or actions. Actual energy savings are a threshold for the evaluation. **Without evidence of these savings the application will not be evaluated.** This is a requirement of the project funding agency, Intelligent Energy Europe, and must be satisfied.

2. Demonstrability of energy savings

Energy savings generated by technical and behavioural measures should be demonstrated by bills or any other relevant documentation (e.g. a photo of the energy meter at the beginning and the end of the award period, bills before and after the improvement actions etc., - see application form).

Evidence of reduced energy usage or renewable energy generated must be provided.

3. Dissemination and local community involvement

Schools and students should demonstrate their capacity and commitment to encourage and promote sustainable energy principles and practices outside the school e.g. working in partnership with other schools, families, friends, schoolmates, the local community, educational authorities, non-governmental organisations and energy supply companies.

4. Replicability

Schools and students should demonstrate if and how their energy savings measures and policies can be adopted by other schools, indicating the parties involved and how dissemination either has or could be achieved.

5. Originality of the action

Schools and students should preferably demonstrate an innovative approach in achieving energy savings. Innovative and original solutions (either technical or behavioural changes) for a better use of energy are encouraged.

6. Consistency and Size of the actions

The project may include behavioural changes that save energy (e.g. routines to ensure pupils are switching off lights and computers), curriculum developments (e.g. integration of information about renewable energy technologies and energy efficiency measures into the curriculum), and technical measures (e.g. details on installation of energy efficiency and/or renewable energy technology).

Evaluators will consider the scale of effort (time or money) involved in the project and whether multiple actions have been undertaken to work together and strengthen each other, e.g. determining best lighting positions and levels, changing bulbs and ensuring unneeded lights are switched off.

Score Grid for Individual or Group of students Award

	Section/Subsection Criteria	Single & group of students Award
1.	Relevance of the action	Gateway
1.1	How relevant is the proposal to the objectives and one or more of the priorities of the Call for Award?	
1.2	Are savings and renewable energy issues a key part of the practice and culture of the school/household?	
2	Proof of energy savings (ESSENTIAL)	30
2.1	Is there proof of the energy savings?	
2.2	Reliability of the documents giving proof	
2.3	Do documents refer specifically to the period time of the award?	
2.4	Are savings generated by the measures well illustrated by the applicants?	
3.	Originality of the action	25
3.1	Does the action show an innovative approach to energy savings and renewable energy?	
4	Dissemination and participation	20
4.1	Does the action contain dissemination practices?	
4.2	Have other people (family or friends) been actively involved?	
5.	Replicability	5
5.1	Has the action the potential to be replicable by others?	
6.	Consistency and Size of the actions	20
6.1	Size of effort (time and/or money)	
6.2	Is there a rational integration among different measures, such as behavioural, technical, curricula measures?	
6.3	Future Plans	
6.4	Activities already done	
	Maximum Total Score	100

Category of Award: Video / Multimedia award

Videos and other digital products should be sent in digital format, virus free and they should be readable with the most common plug-ins. Video or digital contents should not be offensive, vulgar or violate copyrights.

Any materials that do not fulfil the above requirements will not be evaluated.

CDs and DVDs submitted will not returned.

Max duration: 15 minutes.

1. Relevance of the action (Threshold)

Video or digital contents should be related to the principles of energy efficiency and/or renewable energy sources. They should promote energy efficient behaviour.

Video or digital contents not related to energy efficiency/renewable energy will not be evaluated!

2. Originality and artistic quality

Evaluators will assess the originality of the applications in terms of the originality of the energy savings/renewable energy solutions proposed and the originality of message delivery/presentation. Evaluators will evaluate the artistic quality of the video or digital contents

3 Impact

Evaluators will evaluate the effectiveness of the message and its impact on other people.

Score Grid for Video / multimedia Award

Section/Subsection Criteria		VIDEO / MULTIMEDIA
1.	Relevance of the action (Threshold)	40
1.1	Video or digital contents related to the principles of energy efficiency and/or renewable energy systems?	
1.2	Do they promote energy efficient behaviour?	
2.	Originality and artistic quality	30
2.1	In term of the energy savings solutions proposed	
2.2	Originality and artistic quality of the way in which the message is presented	
3.	Impact	30
3.1	Effectiveness of the message	
Maximum Total Score		100

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