



easyCOPRO: Project preparation

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easyCOPRO: what is it about ?

- **Retrofitting Brussels based condominiums** for an amount of 10 million euros by 2022
- **Innovative financing mechanism** including third party investment scheme's and a citizen's cooperative
- Five consortium partners

ENERGIRIS

watt matters.

MANAGINGO
sprl bvba



BUREAU D'EXPERTS PH. DEPLASSE & ASSOCIES

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easyCOPRO: what do we do?

Developing a tool box



Vous voulez réduire les consommations énergétiques de votre copropriété ?

Vous cherchez une solution performante, complète et clé sur porte, assortie d'un mécanisme innovant de financement ?

Découvrez easyCOPRO ! Du montage du projet à l'entretien des installations, en passant par la définition de la solution technique, la présentation en assemblée générale et le suivi des travaux, les partenaires d'easyCOPRO vous accompagnent pas à pas dans votre projet de rénovation énergétique d'une copropriété bruxelloise. easyCOPRO se charge aussi du financement des travaux (mode tiers investisseur et prêt) apporté en partie par ENERGIRIS, une coopérative citoyenne investissant dans la transition énergétique.

Séance d'information Interactive
le 12 février 2019
de 9h00 à 12h30 (lunch).

Une occasion unique de poser vos questions aux experts d'easyCOPRO et d'échanger avec d'autres syndics, copropriétaires et professionnels du secteur (architectes, entrepreneurs, bureaux d'experts, acteurs publics) !

Rendez-vous à Bruxelles Environnement sur le site de Tour & Taxis.

INFORMATION ET INSCRIPTION : WWW.EASYCOPRO.BE



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Contrat de performance énergétique

Association des copropriétaires - Site
ACP XXX – Site XXX

Société de Service énergétique – Auteur de projet



Société de Service énergétique - Auteur de projet

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Association des copropriétaires

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Num BCE :	
Adresse :	

Ici représentée par

Syndic, num IPI :	
Num BCE :	
Adresse :	
Contact :	
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Site concerné

Nom :	
Adresse :	

Référence du document

Projet :	easyCOPRO XXX
Date :	

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ENGINEERING &
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At the beginning was the idea!

- Develop a **strong project idea** based on past experience and similar projects
- Project idea needs to be **in line with EC work programme** and topic
 - In our case, EE22: a PDA (project development assistance) project on innovative financing for energy efficiency

Project proposal

- ❑ Construct a **coherent consortium** with partners skilled to fulfill all tasks of the project
- ❑ Fully integrate **communication** and **project coordination** as a stand alone Work Packages
- ❑ Be **illustrative** and show chronological development of tasks or involvement of partners during the different project stages and

Project proposal

Associated with document Ref. Ares(2018)558107 - 30/01/2018

3.3.2 Task distribution amongst project participants

Citizens' investment cooperative ENERGIRIS	ENERGIRIS' affiliate easyCOGEN	Consultancy & Engineering BUREAU DEPLASSE	Regional Authority I.B.G.E.	Property Manager MANAGIMM
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Work Package 1 - Preparatory phase: Developing the "tool box"

Task 1.1. Methodology for energy auditing of collective housing buildings			Adapts to the project	Provides existing standardised methodology	
Task 1.2. Template open book energy performance third party financing contract (later called "open book EPC")	Challenges	Further develops "open book EPC"	Challenges		Challenges
Task 1.3. Template of general tendering specifications for energy performance related works		Challenges	Develops		Challenges
Task 1.4. Guidance on legal issues	Challenges	Provides for financial aspects	Provides for technical aspects	Provides for permitting and IPPB aspects	Challenges

Work Package 2 - Selection phase: Selecting and contracting beneficiaries

Task 2.1. Identifying potential short run beneficiaries: energy and readiness quick scans	Approves shortlist		Carries out the quick scans and establishes shortlist	Suggests sampled beneficiaries	Suggests sampled beneficiaries
Task 2.2. Energy performance financing contracting with short listed beneficiaries	Approves	Signs contracts with short listed beneficiaries			
Task 2.3. Full auditing of the contracted beneficiaries			Carries out the audit		

Work Package 3 - Financing phase: crowdfunding + financial institution loans

Task 3.1. Crowdfunding communication plan	Develops				
Task 3.2. Communication material and events	Develops and coordinates				
Task 3.3. Negotiation of specific or framework agreements with financial institutions (banks and funds)	Approves	Negotiates			

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3. Implementation

3.1 Work plan - Structure and timing

The project is composed of 7 work packages following the logical steps of a typical condominium refurbishment. Each work package covers either one specific stage of the retrofit programme or horizontal activities which will run during the total length of the project (such as communication, crowdfunding or coordination activities). Each work package has one lead partner and the other partners' can range from simple participant or contributor to active co-organiser.

Semesters							
Sem 1	Sem 2	Sem 3	Sem 4	Sem 5	Sem 6	Sem 7	Sem 8

Work Package 1 - Preparatory phase: Developing the "tool box"

Task 1.1. Methodology for energy auditing of collective housing buildings							
Task 1.2. Template open book energy performance third party financing contract (later called "open book EPC")							
Task 1.3. Template of general tendering specifications for energy performance related works							
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Work Package 2 - Selection phase: Selecting and contracting beneficiaries

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Work Package 3 - Financing phase: crowdfunding + financial institution loans

Task 3.1. Crowdfunding communication plan							
Task 3.2. Communication material and events							
Task 3.3. Negotiation of specific or framework agreements with financial institutions (banks and funds)							

Work Package 4 - Works phase: Implementing third party financing contracts

Task 4.1. Action plan, planning, permitting, tendering for works							
Task 4.2. Works, certifications, energy supply contract negotiation							

Work Package 5 - O&M phase: Implementing third party financing contracts

Task 5.1. Energy savings measurements + ongoing improvement of the installation							
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Work Package 6 - Ongoing: General communication and dissemination

Task 6.1. General communication plan							
Task 6.2. Communication material							
Task 6.3. Study visits, workshops and events							
Task 6.4. Contribution to DEEP							

Work package 7 - Ongoing: Coordination and management

Task 7.1. Ongoing exchange, compilation of deliverables							
Task 7.2. Partner meetings							
Task 7.3. Reporting, monitoring and financial management							
Task 7.4. Common information and dissemination activities							

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Tips and tricks

- ❑ Follow EASME info sessions but search also for **advice** from experienced organisations or even pay for a training given by experts
- ❑ As coordinator and submitter of a proposal, ensure that your team includes all relevant **skills** (narrative, technical, finance)
- ❑ Be well informed about **H2020 budgetary and contractual rules** to avoid time consuming adaptations later on
- ❑ Count in **20% extra time** for administrative part of the submission and work on participant portal (use helpdesk!)
- ❑ Count in **20% extra time** for unforeseen and administrative tasks during the project (budgetary or contractual adaptations..)
- ❑ **Don't go too big** if you're newcomer: start with a small project (few partners, reasonable budget)

Thank you for listening
More info @ www.easycopro.be

