EUROPEAN CLIMATE, INFRASTRUCTURE AND ENVIRONMENT EXECUTIVE AGENCY (CINEA)

CINEA.D - Natural resources, climate, sustainable blue economy and clean energy
D.1 - LIFE Energy + LIFE Climate

LIFE KPI webtool
Guidance for LIFE-CET project coordinators
May 2024

CONTENTS

1 Introduction – what is the KPI-webtool?

1.1 What is the LIFE KPI-webtool?

The LIFE Key Project Indicators (KPIs) provide information on the results achieved by LIFE projects. The LIFE KPIs serve different purposes and are meant to capture both, the environmental/climate/energy impacts as well as the policy and socio-economic dimension of LIFE projects. The main functions of the KPIs are:

- to contribute to monitoring the performance of the LIFE programme towards its objectives in line with the requirements set in art. 19 of the LIFE regulation 2021/783 (Annex II).
- to provide information on the project impacts in line with the specific objectives of the relevant LIFE sub-programme and thematic priorities as set out in the LIFE Call documents.

The results of all LIFE projects are being recorded in the LIFE KPI webtool. The KPI-webtool allows for a comprehensive and systematic tracking and aggregation of results and impacts achieved by the projects.

The LIFE KPI-tool is set up for all LIFE sub-programmes. The recording and validation of results of **LIFE-CET projects is processed in a specific way, in line with the nature of CET projects**.

1.2 KPIs and LIFE-CET impacts

How is the KPI-webtool related to the expected impacts established in the calls for proposals and accordingly in the projects?

Under the LIFE-CET sub-programme, we distinguish three types of indicators:

- topic-specific indicators;
- project-specific indicators;
- LIFE-CET programme indicators.

The LIFE-CET programme indicators are the 11 indicators[1] that you filled in as Part C at proposal stage and that are part of your grant agreement. These are also the ones against which you will report inside the KPI webtool.

Your grant agreement requires you to **feed into the LIFE KPI-tool at month 9 and at the end of the project**.

You will be asked to estimate the impacts of your project for the period until the end of the project and for the 5 years after the end of the project. The moments when you introduce the impact data in the system are called "**snapshots**".

In addition, you will continue to report on the topic/ project specific indictors listed in the Description of the Action/ Part B, in the frame of your standard reporting (periodic reports).

[1](1) Primary Energy Savings; (2) Final Energy Savings; (3) Renewable Energy Generation; (4) GHG Emissions; (5) Investments in sustainable Energy; (6) Legislation and Policy; (7) Market Introduction; (8) Implementation sites; (9) Skills; (10) Communication; (11) Employment.

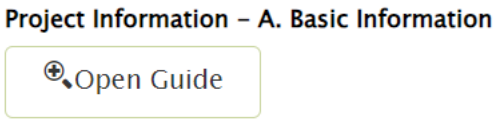
1.3 Guidance in this note and inside the tool

In the following you find guidance on:

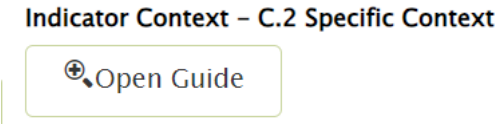
- the technical aspects of the tool, notably structure of the tool and access to and use of the tool;
- the parameters against which you need to report, notably the geographical “context” and the economic sectors (“descriptors”);
- how to understand and report on the 11 LIFE-CET KPIs (“indicator values”).

Most of this **guidance is mirrored inside the KPI-webtool**. You find it when you click on the icon “Open Guide” (see below) inside your project. The Guidance exists for the tool itself (“basic information”) as much as for the different elements, such as contexts and indicator values. However, we strongly recommend working along this guidance document which provides the whole thread across the different steps and methodologies.

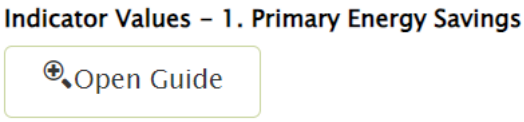
- For general information:



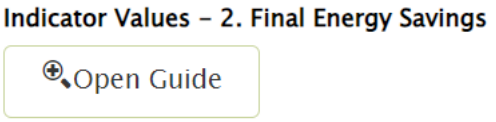
- For overarching and specific contexts and descriptors:



- For general impact methodologies (and the indicator on Primary Energy Savings):



- For specific guidance on each of the indicators:



2 Getting started - Key elements and processes inside the KPI webtool

2.1 Basic categories and terms used inside the KPI-webtool

The access to and the structure of the tool are as such rather straight-forward. You can find guidance and links towards tutorials for each of the main aspects under the respective chapters.

The basic structure of the KPI-tool distinguishes “basic project information”, “indicator contexts” and “indicator values”. The core element is the “indicator values”.

The KPI-webtool uses specific terms that you should know before you start the exercise, notably the following:

- **“Snapshot”:** The snapshot is a specific moment in which the data is fed into the system, verified and validated and finally “frozen". Please have a look at **Chapter 2.2.2**
- **“Contexts”** are the geographical contexts in which the impact of your project accrues. There are two types of contexts, “overarching contexts” and “specific contexts”. The impacts need to be filled in for every specific context. Please have a look at **Chapter 3.**
- **“Descriptors**”: One important element for filling in the indicators is the 'Descriptor' which allows the project to define the economic sector in which the impact accrues. Please have a look at **Chapter 4** and **Annex 1.**
- **“Indicator Values”**: The “indicator values” is the data you fill in for every indicator. The 11 LIFE-CET indicators are pre-defined and – a priori – all mandatory. There is an “end value” and a “beyond 5 years value” to be filled in. Please find detailed guidance in **Chapter 5**.
- “**Flags**” (= tags) are labels that help characterise and categorise a project according to its main features and activities; for LIFE-CET, these are filled in by the Project Advisers

2.2 Basic steps to access and use the tool

The basic steps for accessing and using the tool are explained in Chapters 2, 3, 4 and 5.

In addition, we provide the links for the **5 video tutorials** that the LIFE team has produced to guide beneficiaries. These can be a useful start.

Note however that reporting for LIFE-CET projects is simplified compared to the cases presented in the videos. There is a lower number of indicators and projects work directly with the CINEA project adviser without the intervention of a technical monitor. We have highlighted the elements that differ.

If you encounter technical problems, please refer to the Helpdesk.

2.2.1. Accessing the KPI database

The process to access the KPI-database is identical for all LIFE-projects, including LIFE-CET projects.

You access via the following link: https://webgate.ec.europa.eu/life/kpi

Under normal circumstances, your project should already be in the system and connected to the ECAS-account, which is the same that you used to submit your proposal.

In the unlikely case that you do not have an ECAS-account, please log in via https://webgate.ec.europa.eu/cas/login and create an account.

Please have a look at Module 1 of the video tutorial Module 1: Accessing the KPI Database.

You can register additional people in charge of your project's impacts via a new functionality, called the Smart Access Wizard, that you find on the landing page.

You find guidance under the following link.

2.2.2. General process

The general process to feed the KPI-database for LIFE-CET projects differs considerably from other LIFE-projects, both in terms of timing ("snapshots" – intervals for submission for impact data) and the verification/ validation process which in the case of LIFE-CET is not handled by technical monitors, but by the CINEA project advisers themselves.

Here are the key steps of the process:

1. When you access the database, the status will be "**open**"; this means that you can include and edit data.
2. Once you have edited the data, you will submit it[2]. With the submission of the data, the status will change to "**verified**".
3. In LIFE-CET, the data will be directly validated by the project advisers, based on the explanations you will provide (see chapter 5.6). The project adviser can either accept the data (status: "**validated**") or send it back to the beneficiary for review (status "**verification rejected**").

   In case the data is sent back for review, you will probably get in contact with your project adviser and discuss the issue. When the data is reviewed, the coordinator re-submits the data and the validation step will be repeated.

- [2] Extensive guidance on how and what data to include is given in chapters 3, 4 and 5.

4. Finally, the **snapshot is "frozen**" and can only be corrected in exceptional cases. Once frozen, the data in the snapshot can be viewed. The snapshot is also automatically the basis for the next snapshot.

Please find more guidance on the technical steps in Module 2 of the video tutorial but please mind the differences outlined above: Module 2: The KPI process and project status.

2.2.3. Navigating the KPI database

The KPI-database will be opened for your project for a specific "**snapshot**". The snapshot is an exercise that captures the impact figures at a specific moment, for the project duration and beyond.

When you access the KPI-webtool, you will see that basic project and indicator data has already been imported from eGrants (part C).

You find a box "snapshot" on top of the left side. This box allows you to see the current snapshot as well as data submitted for previous snapshots.

Moreover, you will find three basic "tabs":

- Project information including priority area
- Indicator context
- Indicator values

Project information including **priority area**	Under this tab, you will find "basic information" which is information such as start and end date, financial information and main responsible(s) for the project. Inside the tab "**priority area**", you do not need to choose anything for your LIFE-CET project. The priority area is simply "LIFE-CET" and thus pre-set.
Indicator context	Under this tab, you **define the geographical context** in which the impact of your project accrues. There are two types of contexts, "overarching contexts" and "specific contexts". Please have a look at **Chapter 3.**
Indicator values	Under this tab, you have to **feed in the impacts** ("indicator values") of your project under the – pre-defined and mandatory - 11 LIFE-CET indicators. Detailed guidance on how to understand, calculate and encode the figures for the individual indicators is given in **Chapter 5.** Another important element for filling in the indicators is the **'Descriptor'** which, for KPIs 1-5, describes the economic sector in which the impact happens. Please have a look at **Chapter 4.**

Module 3 of the video tutorial describes the structure and the navigation inside the tool: Module 3: Navigating through the KPI Database. Note however that the **navigation differs for LIFE-CET projects**, notably in the following respects:

- The snapshots are taken at month 9 and at the end of the project, not in between.
- The "priority area" under the tab "basic information" on the entry page is pre-selected for LIFE-CET.
- The indicators are pre-selected and correspond to the 11 LIFE-CET indicators.
- The period for reporting impacts after the end of the project is automatically set at 5 years.

2.2.4. Creating the context(s) for your project

The creation of "contexts" is – from a procedural point of view - similar across all LIFE-programmes; however, LIFE-CET differs substantially as it only reports against one specific overarching context (C1.2. Territorial extent). LIFE CET projects often target the transnational and national level, hence for most projects, less granularity is required. Please see the specific guidance given on "contexts" in **Chapter 3**.

2.2.5. Filling in the indicators

The final and essential step is introducing the impact data in the system.

Under LIFE-CET, the indicators are pre-defined and correspond to the 11 LIFE-CET indicators that you filled in in Part C. Detailed guidance on how to understand, calculate and encode the figures for the individual indicators is given in **Chapter 5.**

3 Using "contexts"

The "context" is the **geographical context** in which the impact happens.

The KPI-tool distinguishes two different types of contexts, the "overarching context" (C1) and the "specific context" (C2).

3.1 Overarching contexts

Under the tab "overarching context", LIFE-CET addresses only one overarching context, id est C.1., the "**Territorial Context**" (while, for comparison, other LIFE sub-programmes address more contexts, such as water bodies, Natura 2000 etc.). This is explained in video 4a (at minute 4'19). Module 4a: Selecting overarching contexts

Under the tab "overarching context"/ C1.1. territorial context, the KPI-tool generates automatically 1 national context for every country where there is at least 1 consortium member involved, plus 1 "compound" context including all countries represented in the consortium. It also offers the possibility to add territorial areas and sub-national territories.

With the "overarching contexts" you create a sort of menu, from which you can choose the "specific context" in the next step.

Note that:

- Only in case substantial parts of your impact happen in territorial areas that are outside the countries represented in the consortium, should you add countries to the "overarching" contexts.
- For LIFE-CET, we moreover advise not to add contexts that are below the national levels.

You can also remove overarching contexts.

3.2 Specific contexts

Beneath the tab of "overarching contexts" you find the tab "specific contexts". The specific contexts are important as you will have to report your impacts for every specific context, i.e. usually for every partner country individually.

As explained above, by default the tool automatically creates the following specific country contexts for your project:

- 1 context for each country of the beneficiaries
- 'Partner countries' consisting of the compound of partner countries represented in the consortium; usually, you will not work with this specific context.

For example, if you have partners from Belgium, Estonia and Malta, you will automatically have 4 specific contexts: Belgium, Estonia, Malta, 'BE+EE+MT'. The ones that **you should address are the individual countries,** in this example Belgium, Estonia, Malta.

From the menu, you can "select" and "add" the specific contexts, if necessary. Once defined, the specific contexts will appear in the **drop-down list of each of the KPIs** you report on.

Note that you can also edit and remove specific contexts.

Please see also the detailed explanations in the video 4.b., in particular from minute 8.25. Note however that for LIFE-CET, the procedure is considerably simpler.

Module 4b: Creating specific context

4 Reporting on “descriptors” / economic sectors

4.1 Descriptors for LIFE-CET KPIs

The “descriptors” constitute the matrix inside which you encode your impact values but more importantly, for KPIs 1-5 they correspond to the **economic sectors** in which the impact of your project happens.

LIFE-CET KPIs 1 - 5

For KPIs 1-5, impacts can be broken down into the different sectors where they occur, across a set of **pre-defined descriptors**, namely under the categories and subcategories of:

- buildings (A 1-4),
- industry and services (B 1-4),
- transport (C 1-3) and
- further sectors (D 1-6).

You find the full list of LIFE-CET descriptors together in **Annex I** of this Document.

Please encode your impacts under **the 1 – 2 descriptors/ sectors or sub-sectors** that are **most relevant** for your project; only choose more descriptors if this is absolutely necessary to reflect your project’s impact.

Whenever you report on more than 1 descriptor, you need to split the impact value across descriptors. If for some reason you are unable to specify your impacts for one or more of the sub-categories, you can encode the value also in the sub-category that says “**all types**”.

Important: The values that you include across descriptors have **to add up to the total value** in the upper box, otherwise you will not be able to submit the data.

Note that for each KPI, you will have to fill in the value for every relevant specific context.

Example:

For a project refurbishing public buildings and street lighting facilities in Belgium, Estonia, and Malta and under the indicator primary energy savings you have to:

- ✓ provide a value for the specific context ‘Belgium’, split between the categories “public buildings” and “street lighting”;
- ✓ provide the corresponding values for Estonia and Malta.
- ✓ After that, you move to the next KPI (in this example final energy savings) where you need to apply the same procedure.

LIFE-CET KPIs 6 – 11

KPIs 6 – 11 are not structured across economic sectors but summarised under one single descriptor (e.g. “Innovation Uptake Descriptor” or “Skills descriptor”). This means you only need to encode for each specific context one value for the project end and one value for the 5 years beyond.

5 “Values” - Indicators

5.1 Filling in the indicator values

The “values” are the core element of the exercise as they reflect the impacts that your project is expected to achieve or trigger. You fill in the impact values via the following steps:

- You select the specific indicator (e.g. “Primary Energy Savings”) from the indicators list on the left and then click the button “Add new indicator value”.
- In the window that opens you select the “specific context” from the drop-down menu. You need to encode the values for every specific context and one by one.
- You have to fill in the values that define the actual impact for a) the duration of the project (“end value”) and b) for the 5 years beyond the project-end (“beyond 5 years value”). (Note that For LIFE-CET, no starting value is required; the tool does not make calculations)
- For KPIs 1-5, you have to fill in the values inside or across the relevant economic sectors (“descriptors”). The values under the different categories and sub-categories need to add up to the total amount in the upper box of each indicator.
- For KPIs 6 – 11, there is only one category/ descriptor for which you need to introduce the impact values (for project end and beyond), however again for every specific context.
- The values are numbers/ amounts, not percentages.
- You do not need to select the units; these are pre-defined.

For LIFE-CET projects, the following applies:

- ✓ **All indicators are mandatory** and cannot be submitted without a value; the value can be “0”. Please see Chapter 5.2.
- ✓ Note that a value of “0” will trigger a system warning; this specific **warning is however non-blocking**, this means you can nevertheless submit.
- ✓ You will not be asked – unlike under other LIFE subprogrammes - to define indicator flags; these will be defined by the Project Advisor at a later stage.
- ✓ **You do not need to fill in the comments box with how your calculations are done**. This should be done in a separate document, see Chapter 5.6, to be shared with the Project Advisor and uploaded as a deliverable in the system, corresponding to the tasks established in the Description of the Action for the contribution to the KPI-tool.
- ✓ For LIFE-CET, there are no automatic checks on the provided values; however, the **data cannot be submitted if the values under the different descriptors do not add up to the total impact given in the upper box**.
- ✓ Before you submit the data, you can perform a check. You find the button on top of the table with values (“check mandatory KPIs”). In any case, your data will be checked automatically against completeness, and you might receive a list of warnings if it is not complete. The warnings are only partly blocking, for example if the values do not add up correctly (not in case of a value of “0”, please see above)

- ✓ The overall LIFE programme has also established 8 “mandatory indicators” (such as area of work, humans impacted by project, website, catalytic factor etc.). For LIFE-CET projects, these do not have to be addressed under this exercise.

The general method to fill in the indicator values is explained in Module 5 of the video tutorial (Module 5: Filling in the Indicators). Note however that for LIFE-CET, the method can differ considerably from other LIFE-programmes, as explained in the bullets above.

5.2 Mandatory nature of LIFE-CET Indicators

Under LIFE-CET, all 11 LIFE-CET indicators are per se **mandatory,** this means you need to include a value, otherwise the system will not allow you to submit the data.

We expect a priori all projects to report on **KPIs 1-5** which are the 5 **key indicators**, i.e. primary (and final) energy savings, renewable energy generation, CO2-reduction and investments in sustainable energy. They are also explicitly mentioned in the call for proposals under each topic.

For these 5 key indicators, you should usually encode a positive number. If you include a conscious “0”, this would mean that your project does not trigger, for example, any final energy savings or any renewable energy generation. If you intend to encode a “0” for both, energy savings and renewable energy generation, which is as such not foreseen, please speak to your project adviser.

For some projects, the impacts might be more difficult to quantify, for example projects providing technical support for policy design/ implementation or skills projects. You should however make an effort to estimate the positive impact of your projects on energy consumption and/ or renewable energy generation, if not through a bottom-up calculation then via a top-down estimation (see chapter 5.5).

As regards the other indicators, id est **KPIs 6 – 10**, we acknowledge that some of these might be less relevant for your project activity, and that you might decide not to report on all of them. In this case, please encode a “0” as indicator value.

5.3 Indicator values for the project end and beyond

You are requested to fill in indicator values for the project duration (“end value”) and for the 5 years beyond the project end (“beyond 5 years value”).

End value – this captures also impacts accruing after the end of your project!

The impact for the duration of the project includes

a) impacts directly achieved by the project activity and **inside the project duration**

b) impacts **triggered** within the project duration but **accruing only after it** and

c) impacts triggered and encouraged by the project **outside the immediate scope** and target area of the project but within the project duration, accruing during or after the project duration.

For further details and examples, please see chapter 5.4.

Beyond 5 years value:

For the “beyond 5 years” value, you are requested to estimate the impact of your project in the 5 years that follow the end of the project. Under this value, you should report the impacts that **go beyond the impacts achieved <u>and</u> triggered** during the project duration (see above). These could be impacts that for example either continue to accrue in the 5 years after the project end due to an approach developed in the project; or impacts that accrue due to actions and decisions taken after the project end – but linked to the project. This could result for example from the further replication and up-scaling of your project results, which happens after the project activities are finished.

The “beyond 5 years” value can – as much as the project end-value - capture indirect impacts, i.e. impacts that accrue outside the immediately targeted area and scope, e.g. approaches that are being replicated.

For further details and examples, please see also chapter 5.4.

Please note that **KPIs 1-4 are quantified on a yearly basis**, e.g. GWh saved per year; they should therefore not be cumulated. For example, you should not add the GWh saved in years 1, 2 and 3, but you are expected to estimate how much the project will allow to save every year once it ends, or 5 years later.

- For the indicators that capture the impacts achieved **<u>annually</u>** (KPI 1-4, i.e. Primary and Final energy savings, Renewable energy generation, GHG-savings), you should typically give a figure that **reflects the savings / generation in the year of the project end or the 5th year after the project end respectively**.
- For the other indicators, the figure you give should be cumulative, this means you would add up all the impacts achieved from the project start until the project end, or the 5 years after the end of the project respectively.

5.4 Achieving versus triggering, direct versus indirect impacts

Impacts can be **directly achieved** by a project and/ or **directly triggered** by the project. “Triggered” means in this context that the decision to implement/ deploy/ invest has been taken while the actual implementation happens only after.

Impacts can also be **indirectly achieved** when a successful approach or service is taken up/ replicated outside the immediate scope and target area of the project.

All three impacts are relevant for the reporting on impacts under LIFE-CET and will be expressed in one indicator value.

The impacts reported by your project do not have to be exclusively a direct result of your project. In many cases, the projects trigger indirect results (e.g. results outside the immediate scope) and/ or there are other factors contributing to the impact. However, the impacts that you report need to have a concrete link with the activity.

Example 1: A project activity results in the reduction of energy consumption through a campaign to exchange 1000 inefficient heaters in energy-poor households.

- The energy savings start to accrue in the second half of the project, hence still during the project duration; this is considered an impact “achieved” during the project duration. Heaters that will be installed after the project end but for which the investment decision

has been taken by the project end, would be considered impacts “triggered” until the project end. Both impacts are achieved and triggered within the project duration and should be reported as “project end value”.

- Let’s assume the campaign continues after the project end, and is expected to exchange 500 heaters per year. The impact values “beyond 5 years” is the sum of the annual savings of 1,000 heaters installed during the project (which will still save energy afterwards) and the annual savings resulting from the exchange of 2,500 heaters in the next 5 years.

Example 2: A project establishes during the project duration energy contracting schemes for 5 public authorities that will be commissioned and implemented within the 2 years following the project end. The impact accrues after the project end but is triggered inside the project duration, so it should be reported as project end value. If the project has put in place a project development unit and/or trained other stakeholders to replicated this approach, there may be additional investments in the future. The impact of the initial and the additional investments should be reported under the “beyond 5 years” value.

Example 3: A project provides 7 local authorities with a model that helps them establish their SECAPs. The model is validated in those 7 local authorities within the project but other local authorities start using the model in parallel. The impacts accrue outside the immediate project scope but should be reported together as project impacts, depending on the timeline under the “project end value” and/ or the “beyond 5 years value”.

Please see a **schematic overview here** below

.	**« End value » includes:**	**« Beyond 5 years » value includes:**
Directly achieved impacts	➢ Impacts directly achieved by the project activity and within the project duration.	➢ Impacts achieved as a result of the project activity until 5 years after the project end.
Directly triggered impacts	➢ Impacts triggered within the project duration but accruing only after project end.	➢ Impacts triggered inside or outside the project duration and accruing until 5 years after the project end.
Indirect Impacts	➢ Impacts triggered, encouraged + replicated by the project outside the immediate scope and target area of the project due to activities within the project duration.	➢ Impacts triggered, encouraged + replicated by the project outside the immediate scope and target area of the project until 5 years after the project end.
How to calculate	➢ For indicators 1-4, annual savings/ generation. ➢ For KPIs 5-11 cumulative from beginning of project until project end.	➢ For indicators 1-4, annual savings/ generation. ➢ For KPIs 5-11 cumulative from beginning of project until 5 years after project end.

5.5 Methods to estimate and calculate impacts

Generally, and with regard to the methodology you use to determine your project's impact, wherever possible, you should try to calculate the impacts of your project **bottom-up**. This means you define the impacts compared to the baseline **per measure** and for the targeted territorial scope, inside and during the project as well as, where relevant, outside the direct scope of the project. Examples of bottom-up calculations are given below for every indicator.

Only when this is not possible, you might consider estimating the impacts **top-down**.

With the top-down method, you estimate the likely impacts of your project from the impacts achieved by similar projects, programmes or measures. This is likely to be a good method to use where similar activities have been undertaken before (e.g. a pilot project or a programme at national or regional level), and there is a good evidence base on their impacts and/ or for those cases where the impact is generally more difficult to estimate (e.g. changing consumption behaviour).

However, it must be ensured that your project is really similar to the reference project(s) and that their impact assessments were carried out with care. Moreover, you are encouraged to base your estimates on several examples of project or programme impacts rather than on just one.

5.6 Explaining the assumptions behind your impacts

Impacts can only be understood together with a set of assumptions and baselines. Please **describe in a separate document what assumptions you chose and how you did the calculations**. This document should be short and clear, with no more than 1 page per indicator. It should cover KPIs 1-5 and the other KPIs (6 to 11) that are most relevant for your project. This document corresponds to the **mandatory deliverable included in your grant agreement at month 9 and at the end of the project**.

In principle, section 2 of Annex 1 part B of your grant agreement already contains a lot of the required information in terms of assumptions and baselines. You are simply expected to update this information based on the work carried out in the project, and to provide the information which may not have been provided at application stage.

In a lot of cases, KPIs 1-5 will be correlated, at least partly. More than scientific assumptions (e.g. primary energy factor or GHG intensity of the saved energy), we expect you to **explain the operational assumptions for each indicator**, e.g. why an investment of 'x' million EUR leads to 'y' GWh of primary energy savings and 'z' GWh of renewable energy generation, as well as the reasoning behind the allocation between the different countries or sectors.

The data for KPIs 1-5 is in most cases split between several countries and sectors, as can be seen in the example below. Please provide a similar table (in word or Excel format) in order to simplify the discussions with your project adviser.

Example of a project dealing with 2 sectors and 6 countries	**Country 1**	**Country 2**	**Country 3**	**Country 4**	**Country 5**	**Country 6**
1. Primary Energy Savings in GWh/year						
Public buildings						
Street lighting						
2. Final Energy Savings in GWh/year						
Public buildings						
Street lighting						
3. Renewable Energy Generation in GWh/year						
Public buildings						
Street lighting						
4. GHG emissions in tCO2eq/year						
Public buildings						
Street lighting						
5. Investments in sustainable energy in mEUR						
Public buildings						
Street lighting						
6. Legislation & policy in Number of documents						
7. Market introduction in Number of products / processes / methods						
8. Implementation sites in Number of real-life sites						
9. Skills Number of people trained						
10. Communication Number of people						
11. Employment FTE						

- Please **share the document with the Project Advisor** and **upload** it as part of the **KPI tool-related deliverables** in the continuous reporting system. In order to upload several files, you can compress them into a zip file.

5.7 Guidance on individual Impact indicators

5.7.1. Primary Energy Savings

Please enter the Primary Energy Savings in GWh/year triggered by the project.

The energy savings per year might differ across the duration of the project. Typically, they are most meaningful towards the end of the project and have the potential to accrue also in the years following the project end.

Definition

Primary energy is the energy that has not been subject to any human engineered conversion process. Primary Energy Savings thus refer to the amount of saved primary energy.

Primary energy consumption includes the consumption of the energy sector itself, losses during transformation (for example, from oil or gas into electricity) and distribution of energy, and the final consumption by end users. The primary energy consumption is therefore higher than the final energy consumption as it includes in addition the consumption, conversion and distribution losses in the energy transformation.

For LIFE-CET projects that focus on the end-use, Primary Energy Savings are typically calculated back from the incurred final energy savings. The case could be different for projects that address efficiency in the energy supply sector.

Note that renewable generation will be captured in a specific indicator (see Indicator 3). While the share of renewable energy in the energy mix has an impact on the primary energy consumption because the transformation losses vary across the energy carriers, it is not part of the indicator on primary energy savings for your project. This means **you cannot count the generation of renewable energy as a reduction of primary energy consumption.**

Guidance to estimate your impact

The primary energy savings might differ quite substantially from the final energy savings, in particular if you save primarily electricity.

You would usually calculate primary energy savings for your project on the basis of the final energy savings (see guidance on the indicator for final energy savings).

You should use the conversion factors for the respective energy carrier.

For electricity from the grid, you ideally use the factors defined by the countries in which you operate; you can usually find them in the respective buildings legislation/ regulation. Alternatively, you can use the primary energy factor for electricity defined in the Annex IV of the Energy Efficiency Directive, amended through Commission Delegated **Regulation (EU) 2023/807 of 15 December 2022** EUR-Lex - 32023R0807 - EN - EUR-Lex (europa.eu). The value as of January 2024 was 1.9.

You might also want to use simplified methodologies developed for example by projects.[3]

[3] Practical Guidance for standardized saving methodologies (streamsave.eu)

5.7.2. Final Energy Savings

Please enter the Final Energy Savings in GWh/year triggered by the project.

Definition

Final energy consumption means all energy supplied to final consumers, i.e. industry, transport, households, services and agriculture. Final energy consumption does not take into account the energy used by the energy sector, including for deliveries, and transformation (mainly heat losses).

Final energy savings thus refer to the amount of saved energy incurred by final consumers; it is determined by measuring and/or estimating consumption before and after implementation of an energy efficiency improvement measure.

Guidance to estimate your impact

Depending on the type of activity you pursue, the methods to estimate and calculate the final energy savings yielded by your project can differ a lot.

Wherever possible, you should try to calculate the savings bottom up (see section 5.5 on bottom-up versus top down-estimation).

Pay attention to the fuels you save (e.g. electricity versus gas/ oil versus transport fuels), in particular if you save different types of fuels in the same project.

Example 1: Your project helps deploy pre-fab buildings elements.

*Step 1: Estimate the final energy savings **achieved** through the renovation model offered by your project and, for every specific context (usually country), the number of houses that would start to be renovated and/ or for which renovations are triggered thanks to the project activities during the project and calculate the corresponding final energy savings per year.*

*Step 2: Estimate the number of houses that would start to be renovated and/ or for which renovations are **triggered** on the basis of this model inside and during the project even if not directly targeted by the project and calculate the corresponding energy savings per year.*

Step 3: Add these figures up (achieved and triggered) and fill the values in for the specific context and descriptor as your project's impact under "end value".

Step 4: Estimate the number of renovations implemented within 5 years after the project and the corresponding energy savings per year and include the value as the "Beyond 5 years value".

Example 2: Your project offers Integrated Home Renovation Services to homeowners.

Step 1: For every specific context (usually country), estimate the final energy savings achieved/ triggered by the renovation(s) implemented, launched and/ or committed under the Integrated Home Renovation Service within the direct scope of the project and within the project duration.

Step 2: Estimate the achieved/ triggered final energy savings per year, encouraged by the project during the project duration even if not directly targeted by/ outside the immediate scope of the project.

Step 3: Add these figures up and fill in the values for the specific context and descriptor as your project's impact under "end value".

Step 4: Estimate the final energy savings per year achieved/ triggered by the renovation(s) implemented, launched and/ or committed through the continuation of the Integrated Home Renovation Service and include the value as the "beyond 5 years value".

Example 3: Your project supports local and regional authorities in developing and implementing clean energy transition plans and strategies.

Step 1: For every specific context (usually country), estimate the final energy savings achieved/ triggered by developing, helping implement and/or endorse policies/plans/strategies within the direct scope of the project and within the project duration.

Step 2: Estimate the final energy savings per year achieved/ triggered by developing, helping implement and/or endorse policies/plans/strategies, encouraged/ triggered by the project even if not directly targeted by the project.

Step 3: Add these figures up and fill in the values for the specific context and descriptor under "end value".

Step 4: Estimate the final energy savings per year achieved/ triggered by developing, helping implement and/or endorse policies/plans/strategies until 5 years after the project and include the value as the "Beyond 5 years value".

5.7.3. Renewable Energy generation

Please enter the renewable energy generation in GWh/year triggered by the project.

Definition

'Renewable energy' means energy from renewable non-fossil sources, namely wind, solar (solar thermal and solar photovoltaic) and geothermal energy, ambient energy, tide, wave and other ocean energy, hydropower, biomass, landfill gas, sewage treatment plant gas, and biogas.

Under this indicator, you are asked to report the generation of renewable energy triggered by your project activity and expressed in GWh/year.

For the calculation of renewable energy produced from heat pumps, please either provide numbers based on an estimated average Seasonal Coefficient of Performance (SCOP) or the Seasonal Performance Factor (SPF) of the heat pumps you are installing in different climatic zones or use a default value, e.g. an SPF of 3.

Guidance to estimate your impact

Example: Your project supports the setting-up and collaboration of energy communities wishing to invest in RES generation.

Step 1: For every specific context (usually country), estimate the renewable energy generation in GWh/year triggered and implemented by the Energy Communities that are targeted by your project within the direct scope of the project and within the project duration.

Step 2: Estimate the renewable energy generation in GWh/year triggered and implemented by Energy Communities not directly targeted by but benefitting from the results of the project.

Step 3: Add these figures up and fill in the values for the specific context and descriptor as your project's impact under "end value".

Step 4: Estimate the renewable energy generation per year triggered 5 years after the project and include the value as the "Beyond 5 years value".

5.7.4. Greenhouse Gas Emissions

Please enter the reduction of greenhouse gas emissions in tonnes of CO2 equivalent per year (tCO2eq/year) triggered by the project.

Definition

Greenhouse Gases (GHG) are those gases in the atmosphere that absorb wavelengths of radiation a planet emits, resulting in the greenhouse effect. The most relevant ones are CO2, Methane, Nitrous Oxide and Chlorofluorocarbons (CFCs). Because of their very different global warming potential, they are measured in tonnes of CO2-equivalent.

Under this indicator you are asked to report the reduction of tonnes of CO2-equivalent per year triggered by your project.

Guidance to estimate your impact

For a LIFE-CET project, you will typically focus on the reduction of GHG resulting from energy savings and renewable energy generation as well as from the replacement of transport fuels. To determine your project's impact on the reduction of GHG, you would therefore first determine how much you save or replace of what fuel and convert these into GHG-reductions. The conversion factors vary across energy carriers.

For electricity, due to the different energy mixes and usage, the carbon intensity varies considerably across countries, e.g. countries with a higher share of coal in the production of electricity have a higher conversion factor for electricity than countries with power production based on nuclear and hydro power.

You can use the carbon intensity ratio for the countries in which you operate and incur impacts[4], or use the EU average. You can use the latest figures of the European Environment Agency:

Greenhouse gas emission intensity of electricity generation — European Environment Agency (europa.eu)

eea.europa.eu/data-and-maps/daviz/co2-emission-intensity-13/download.table

Carbon intensity is measured in grams of carbon dioxide-equivalents emitted per kilowatt-hour of electricity.

Example: Your project supports the deployment of heat-pumps and on-site PV in buildings.

Step 1: For every specific context (usually country), estimate the final energy savings for each fuel (gas and electricity) and the on-site generation achieved and triggered per year within the direct scope of the project and within the project duration. Calculate the corresponding reduction of Greenhouse Gases in CO2-equivalent per year.

[4] See also the Emission Factor Database of the IPCC EFDB - Main Page (iges.or.jp)

Step 2: Estimate the final energy savings per fuel (gas and electricity) and the on-site generation per year triggered by the project outside the immediate scope of the project. Calculate the corresponding reduction of Greenhouse Gases in CO2-equivalent.

Step 3: Add these figures up and fill in the values for the specific context and descriptor as your project's impact under "end value".

Step 4: Estimate the reduction of Greenhouse Gases in CO2-equivalent/ year triggered 5 years after the project and include the value as the "Beyond 5 years value".

5.7.5. Investments in sustainable energy

Please enter the amount of cumulative investments in sustainable energy triggered by the project in **Euros**.

Please pay attention to the fact that the unit used in the KPI-tool is Euros while in Part C it is million Euros.

Definition:

Under this indicator, you are asked to report the investments in sustainable energy triggered by the project activity.

This includes directly triggered investments, e.g. investments being undertaken following concrete planning and implementation measures, such as renovations triggered by project development assistance, integrated home renovations services or support for energy communities, even if the investments are implemented afterwards.

However, these can also include also more indirect results, such as investments following a better design and implementation of Sustainable Energy and Climate Action Plans, better conditions to access financing or a more favourable framework.

Capital costs (e.g. interest rates) are excluded from the value of investments.

Guidance to estimate your impact:

Example: Your project develops, tests and deploys innovative Energy Performance Contracting Models. The investments to be reported are the market value of the energy saving measures planned as part of the contracts which use these models. Engineering studies, insurance, financial costs, operation and maintenance costs, are excluded.

Step 1: For every specific context (usually country), estimate the cumulative investments in sustainable energy triggered within the direct scope of the project and within the project duration, including those that only accrue after the end of the project.

Step 2: Estimate the investments that will be triggered indirectly by the project even if not directly targeted by the project.

Step 3: Add these figures up and fill in the values for the specific context and descriptor as your project's impact under "end value".

Step 4: Estimate the cumulative investments that will be triggered by the project until 5 years after the project and include the value as the "Beyond 5 years value".

5.7.6. Legislation & policy

Please enter the number of pieces of legislation, policies or strategies created/adapted to support sustainable energy policies.

Definition:

Under this indicator, you are asked to report the impact of a project on the legislative as well regulatory framework as well as its impact on policies, strategies and programmes. Depending on the project, this impact can accrue at any governance level. The impact could concern a new law, a decree, a local sustainability strategy, a funding programme, an urban regulation etc. It is not necessary to only register the impact when your project is fully responsible for a new piece of legislation, policy or strategy. These can include also more indirect results; most projects will usually help to create or adapt these documents.

Guidance to estimate your impact:

Example: Your project supports Member States authorities in the implementation of sustainable energy policies.

Step 1: For every specific context (usually country), define the potential impact of your project on the type and number of pieces of legislation/ regulations/ strategies and the governmental levels that might be impacted. Define the number of countries that are targeted by your project and the degree of the impact that the project can have specifically for each country. On this basis, estimate the number of legislation, policies or strategies created/adapted to support sustainable energy policies within the direct scope of the project and within the project duration.

Step 2 Estimate the number of legislation, policies or strategies created/adapted, even if not directly targeted by the project.

Step 4: Add these figures up and fill in the values in for the specific context and descriptor as your project's impact under "end value".

Step 5: Estimate the total number of legislation, policies or strategies created/adapted to support sustainable energy policies until 5 years after the project and include the value as the "Beyond 5 years value".

Note that the number you provide would need to be substantiated by references, quotes, testimonials etc. in the frame of your normal reporting obligations.

5.7.7. Market introduction

Please enter the number of products (goods or services), processes and methods launched into the market by the project.

Definition:

Under this indicator, you are asked to report on the project's impact on the market in terms of sustainable energy products, services, processes and methods.

Guidance to estimate your impact:

Example: Your project aims to deploy a service that enables energy savings, consumption monitoring and remuneration of load-shifting.

Step 1: For each specific context (usually country), define the number of services or service models you deploy per market (e.g. per country) within the direct scope of the project and within the project duration.

Step 2: Estimate the number of services or service models deployed and launched in markets not directly targeted by your project.

Step 3: Add these figures up and fill in the value for each specific context as your project's impact under "end value".

Step 4: Estimate the total number of services triggered by the project until 5 years after the project and include the value as the "Beyond 5 years value".

5.7.8. Implementation sites

Please enter the number of real-life implementation sites carried out by the project.

Definition:

Under this indicator, you are asked to report on the number of sites in which real-life implementation takes place. This can include very different activities, types and aspects, for example,

- methods, services and technologies being tested and validated;
- buildings or dwellings being renovated due to the project - in this case each building unit should count as 1 site;
- renewable energy generation sites put in place thanks to the project;
- buildings being audited and/ or assessed if audits are the core of the project;
- industrial sites where the project activities were implemented;
- systems and appliances being installed in households.

Guidance to estimate your impact:

Example: Your project develops an assessment tool for the smart-readiness of buildings which is then validated on existing buildings.

Step 1: For each specific context (usually country), define the number of implementation/ testing sites in which the tool will be validated within the direct scope of the project and within the project duration.

Step 2: Define the number of implementation/ testing sites in which the tool will be validated or used even if not directly targeted by the project.

Step 3: Add these figures up and fill in the values as your project's impact under "end value".

Step 4: Estimate the total number of implementation sites using the tool until 5 years after the project and include the value as the "Beyond 5 years value".

5.7.9. Skills

Please enter the number of market stakeholders trained with increased clean energy transition skills and competencies due to the project.

Definition:

Under this indicator, you are asked to report the number of stakeholders that have benefitted from training measures and thus have increased their competencies and skills in the area of sustainable energy technologies, products and services. This does not only include the end-beneficiaries of training measures but also the trainers. It however only refers to dedicated training activities and does not include communication or dissemination measures which would be reported under the communication indicator.

Training does not need to be part of an accredited programme but should represent a sizeable involvement on the part of the trainees. It can take the form of formal training in class, online or on-site training, study visits, best practice exchange workshops, or other forms to be detailed.

You should report the number of people benefitting from the project, not organisations. These can be professionals or simple citizens depending on the content of the project.

Guidance to estimate your impact:

Example: Your project develops and tests training curricula.

Step 1: For each specific context (usually country), define the number of curricula and courses you intend to develop/ test and the number of market stakeholders/ professionals benefitting from these within the direct scope of the project and within the project duration.as well as of those benefitting from training courses carried out outside the project duration but on the basis of the curricula that were established and endorsed within the project

Step 2: Estimate the number of market stakeholders/ professionals trained as a result of the project and the training courses developed and tested by the project, even if not directly targeted by the project.

Step 3: Add these figures up and fill in the value for the specific context as your project's impact under "end value".

Step 4: Estimate the number of total trainings given as a result of the project until 5 years after the project and include the value as the "Beyond 5 years value".

5.7.10. Communication

Please enter the number of stakeholders reached through events and media during the project.

Definition:

Under this indicator, you are asked to report on the project's outreach to stakeholders. Stakeholders in this context are groups, organisations, companies or individuals that have an interest in the project. The value refers to a number of people, not organisations.

This indicator addresses two aspects, the targeted dissemination of project results to stakeholders during the course of the project, which is necessary to deliver the project result, and the wider communication of the project results to a broader audience.

Both cases should be distinguished even if eventually reported together for the KPI-tool.

If individuals or organisations receive trainings, this should be reported under indicator 9 (“Skills”) and not under the communication-indicator.

Guidance to estimate your impact:

Note that you should distinguish targeted dissemination and wider communication in your estimation/ calculation exercise, and you will be asked to provide the monitoring and calculation methodology.

Example: Your project develops programmes and measures addressing energy poverty.

Step 1: For every specific context (usually country), define the different channels and activities you intend to use for dissemination and communication; define the geographical scope of these channels and activities. Estimate the number of stakeholders you are going to reach through a) targeted dissemination (e.g. through events) and b) through wider communication (e.g. through social media and newsletters) within the direct scope of the project and within the project duration.

Step 2: Estimate the number of stakeholders getting to know the project results indirectly, although not directly targeted by the project’s dissemination and communication measures.

Step 3: Add these figures up and fill in the value for the specific geographical context as your project’s impact under “end value”.

Step 4: Estimate the total number of stakeholders reached 5 years after the project and include the value as the “Beyond 5 years value”.

5.7.11. Employment

Please enter the number of jobs created in full-time equivalent (FTE).

Definition:

Under this indicator, you are asked to report on the project’s impact on the creation of jobs. The unit is Full Time equivalent (FTE).

The indicator does not only refer to the jobs directly created by the project activity. It can extend to the number of jobs that are created due to a better framework and bigger market, e.g. for energy services.

The staff employed during the project is excluded from the job creation.

Guidance to estimate your impact:

Example No.1: Your project provides advice and training to people striving to offer energy services in the area of heating and cooling.

Example No 2: Your project promotes the deployment of energy-efficient technologies.

Step 1: For every specific context (usually country), estimate the number of jobs directly created within the direct scope of the project and within the project duration.

Step 2: Estimate the number of jobs created indirectly by your project, e.g. by contributing to the deployment, operation and maintenance of energy-efficient/ renewables technologies and products and/ or to a broader market for energy efficiency/ renewable energy services.

Step 3: Add these figures up and fill in the values for the specific context and descriptor as your project's impact under "end value".

Step 4: Estimate the total number of jobs created 5 years after the project and include the value as the "Beyond 5 years value".

6 Annex 1 - LIFE-CET Indicators

1. Primary Energy Savings
2. Final Energy Savings
3. Renewable Energy Generation
4. GHG Emissions
5. Investments in Sustainable Energy
6. Legislation and Policy
7. Market Introduction
8. Implementation sites
9. Skills
10. Communication
11. Employment

7 Annex 2 - List of the LIFE-CET Descriptors

The following descriptors / economic sectors have been defined for the LIFE-CET-sub programme. Please note that in case you are not able to breakdown the impact between sub-sectors, you can put the impact figures under the last option called ‘all types’.

A. Buildings

A.1 Buildings: Residential buildings (private / public)

This includes owner-occupied housing, private rental housing and public rental housing (e.g. social housing).

A.2 Buildings: Public non-residential buildings

This includes all buildings owned or rented by public authorities or public bodies which are not used for housing.

A.3 Buildings: Private non-residential buildings

This includes all buildings owned by a private entity, which are not used for housing or rented by public authorities.

A.4 Buildings: Buildings - all types (to be used if breakdown is not feasible)

This category should be used only if your impacts cannot be split or do not fall into one of the above categories.

B. Industry and services

B.1 Industry and services: Industry – industrial processes (e.g. equipment)

B.2 Industry and services: Industry – supporting processes (e.g. lighting, compressed air systems, EMS)

B.3 Industry and services: Products and appliances

B.3 Industry and services: Services

B.4 Industry and services: Industry and services - all types (to be used if breakdown is not feasible)

This sub-category should be used only if your impacts cannot be split or do not fall into one of the above categories.

C. Transport

C.1 Transport: Transport / mobility / e-mobility - public

C.2 Transport: Transport / mobility / e-mobility – private

C.3 Transport: Transport - all types (to be used if breakdown is not feasible)

This sub-category should be used only if your impacts cannot be split or do not fall into one of the above categories.

D. Further sectors

D.1 Further sectors: Energy generation / transmission / distribution

D.2 Further sectors: (District) heating and cooling

D.3 Further sectors: Street lighting

D.4 Further sectors: Other public assets / investments

D.5 Further sectors: Other private assets / investments

D.6 Further sectors: Other assets / investments - all types (to be used if breakdown is not feasible)

This sub-category should be used only if your impacts cannot be split or do not fall into one of the above categories.