



ESEF AWARD PROCEDURE

1. AWARD OBJECTIVE

The awards aim to celebrate and formally recognize the exceptional work of leading companies, institutions, and individuals moving the sustainable energy industry forward. It recognizes implemented actions on energy efficiency and renewable energy, which contributes to clean energy transition at national and regional level.

2. THE RECOGNITION COMMITTEE

The Award recognition selection and nomination process is conducted by the **Technical Evaluation Committee (TEC)**: The committee is comprised of

- The ECREEE’s Director of Operations - Chair
- Three (3) technical staff from ECREEE.
- One (1) expert from the energy ministry of Host member State.
- One (1) Representatives from the Sponsor of the award
- One (1) independent evaluator.

3. AWARD CATEGORIES

The award categories are as described below:

Category	Criteria for selection	Description
Renewable Energy Project of the Year 2022-2023		
1. Clean Mini-Grid	<ul style="list-style-type: none"> • Number # of projects and Capacity installed in the region (Technology (/Bioenergy/s hydro/solar/wind) • Impact (number & type of users: households: # Enterprises: # Jobs created (male/female) • Sustainability of action 	The category Award recognizes enterprises for the development of clean mini grids projects in terms quantity (installed capacity, number of projects) and quality in three technologies (solar PV, wind, and small hydro) their impact in terms of job creation, number of households connected, their sustainability and reliability, also learning and innovation for the future projects.
2. Best Certification Exam Centre	<ul style="list-style-type: none"> • Number of Certification exams organized. • Number of people certified in the Centre. • Number of examinations in view and Kits available for examinations 	The aim was to reward the best center for organizing certification examinations and certifying professionals in the field of sustainable energy.

3. Bioenergy Technology Project	<ul style="list-style-type: none"> • Project developed and Type (Clean cooking/Waste-to-energy, Water, Energy, and Food Nexus) • Quantity and/or Capacity (KW) of clean cooking solutions (number of clean cookstoves/biodigesters and/ or volume of biofuel) • Impact and sustainability 	The category Award recognizes private company or public entity that have implemented a bioenergy and clean cooking technologies project with High social, economic, and environmental impact
4. Best Sustainable Energy Financing Solution	<ul style="list-style-type: none"> • Funding source (private & public) • Funding type (climate fund, special fund etc.) the wide coverage of the fund • Impact and sustainability 	Recognizes Actors that uses variety of financing structures to deliver sustainable clean energy to end users such as on- and off-site self-generation, on- and off-site physical power purchase agreements (PPAs), pay as you go (PAYGO) on- and off-site financial power purchase agreements, shared renewable projects, and utility green tariffs etc. These projects have significantly contributed to the transformation of the market in terms of cost
<ul style="list-style-type: none"> • Energy Efficiency Project of the Year 2022-2023 		
5. EE in Building	<ul style="list-style-type: none"> • Policy, regulation & standards • Policy implementation • Impact (Energy saved) 	Recognition of national institution that have implemented EE policy and regulations in buildings
6. EE in Industry	<ul style="list-style-type: none"> • Policy regulation & standards • Policy implementation • Impact (Energy saved) 	Any private or public institutions, companies, that have implemented Energy Management System, based on ISO 50001.
7. EE in Lighting and Appliances	<ul style="list-style-type: none"> • Policy, regulation & standards • Policy implementation • Impact (Energy saved) 	Any private or public institutions, that have implemented efficient lighting, and appliances programs
8. EE in High-Performance Electricity Distribution	<ul style="list-style-type: none"> • Policy, regulation & standards • Policy /measures or tools implementation • Impact (Loss reduction) 	The category Award recognizes Utilities for the percentage of their total losses' reduction (technic, non technic and commercial)

9. EE in Transport & E-mobility	<ul style="list-style-type: none"> • Policy, regulation & standards • Project/program implementation • Expected Impact 	Private or public sector that has implemented Energy Efficiency in transport and /or e-mobility
Cross-Cutting Project of the Year 2022-2023		
10. Capacity Building in RE & EE	<ul style="list-style-type: none"> • Number of RE Technology Programs in the last five years • Number of RE Technology trainees • Impact and sustainability 	The category Award recognizes Actors for their contribution toward building capacity in the sustainable energy sector
11. Gender Mainstreaming in Energy Access	<ul style="list-style-type: none"> • project developers (# of RE projects developed in the last five years) • Impact of the projects developed on women. • Sustainability 	Recognizes Actors that demonstrates through several energy access projects (cooking, electricity, energy policy and planning) that operationalizing gender approaches can improve performance and increase benefits for both women and men.
12. Young Project developer in sustainable energy (35 yrs. or less)	<ul style="list-style-type: none"> • Project(s) developed. • Impact • Sustainability 	Recognizing youth(s) engaged in promoting sustainable energy development

4. ELIGIBILITY AND CONDITIONS FOR PARTICIPATION

- The awards are open to any actor based in the ECOWAS region or based outside but with impact in the region.
- Actions/Projects accepted must focus mainly on renewable energy and energy Efficiency.
- An Actor can submit for more than one category, up to a maximum of three.
- To be considered for an award, projects must be submitted with a complete description as requested.
- Actors that previously won an award are also eligible.

5. LAUNCHING AND SELECTION PROCESS

1. Launching

ECREEE will publish a call for applications before ESEF on its website. **All applications should be sent to award@ecreee.org. The email title should clearly state the award category name. **Deadline for submission is on the 5th of October 2023.****

2. Application Process

Out of the 12 categories established, an actor can apply for a maximum of three (3) categories at a call. Applicants are advised to thoroughly read the category descriptions before choosing the category to apply for.

Applicants should include the following general information in their applications, together with the Criteria for selection.

- Award Category Name
- Name of Applicants and full address
- Ownership of projects listed (Developer's name, funding source)
- Countries implemented.
- Impact of the project with proof
 - Number of Users
 - Number of households
 - Number of Enterprises
 - Jobs created (male/female)
- How the project results are sustained

3. Evaluation

After receipt of Applications, the evaluation is carried out in (2) two stages:

- First Stage: Applicants who do not meet the eligibility requirements will be eliminated.
- Second stage: The technical evaluation will be conducted by the TEC. All criteria mentioned will be reviewed and verified. The Committee will meet at least twice before Concluding on the finalist.

Applications will be scored based on the criteria defined for each category above. Each criterion will have a maximum score of 30 points. As such, with 3 criteria in each category, the total score is 90.

6. PUBLICITY OF AWARD

ECREEE will promote projects mentioned by Applicants through its regular channels and network of partners. Photos and videos taken by ECREEE will be shared with the awardees. Nonetheless, ECREEE reserves the right to publish those on its media platforms for publicity purposes. By participating in the Awards competition, the awardees consent to this arrangement without requesting any fees from ECREEE nor its partners who may use the material for publicity purposes.

7. OBLIGATIONS OF THE FINALISTS AND WINNERS

By applying for the ESEF 2023 Awards, finalists and winners agree to support the promotion of the Awards and its results by:

- providing additional information for the development of promotional material, including photos, videos, project info, interview etc.
- Participating and supporting in possible follow-up activities during ECREEE's activities
- Granting ECREEE or any of its partners the right to use the project/initiative for its communication and publicity purposes.