



The Association for Decentralised Energy Awards 2022

Guidance

The Association for Decentralised Energy's annual awards showcase innovation, best practice and achievements across heat, power, flexibility and efficiency. The Awards provide an opportunity for organisations and professionals from across the sector to celebrate success and collective attainment.

This guidance document gives some further detail and insight as to what we're looking for in the entries. It should be read in conjunction with the Award Rules which can be found on the ADE website. Entries which do not comply with the Rules will be rejected.

The Essence of the Awards

We are looking for good news stories to help celebrate and promote our industry's achievements. We want to hear how your project made a difference, about the journey you took people on and the impact you've made. We're particularly interested in how you've excelled at customer service and contributed to a just energy transition.

The entry forms are short and have been designed to help you tell your story. The entries must be technically robust, but we're looking for a human angle too. How did it come about? What was the need? Who did you work with? What challenges did you face? What is your solution? What impact did it have?

Changes for 2022

Each year the awards evolve to reflect our industry and the landscape in which we operate. This year there are nine awards:

1. Heat and Efficiency Operational
2. Heat and Efficiency Innovation
3. Power and Flexibility Operational
4. Power and Flexibility Innovation
5. Integrated Energy Operational
6. Integrated Energy Innovation
7. Special Award for Contribution to Net Zero Carbon
8. Rising Star
9. Champion

Any scale of project can enter any of the categories, which means for example we welcome both industrial and domestic scale projects in each of the categories, and everything in between.

As last year, all entries will be automatically entered into the Special Award for Contribution to Net Zero without you having to do anything else. However, you are also welcome to just enter the net zero award if that suits your project best.



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The Award Categories

The award categories are divided into three sections.

1: Project Awards – Operational + Innovation

In all of the Project Awards, the judges are looking for entries that:

- Demonstrate innovative and creative solutions
- Enable users to better engage with the energy system
- Bring together all partners of the project in the application
- Combine a compelling story with solid data to demonstrate impact (or potential impact)
- Provide excellent customer service and contribute to a just energy transition.

The projects can be located anywhere in the world, as long as the company is based in the UK.

Category	Award A: Operational Projects (Operational for at least 6 months)	Award B: Innovation (New ideas and approaches)
Heat and Efficiency	The heat and efficiency category recognises projects that are delivering real results in delivery of heat to customers and/or utilise energy efficiency technologies or principles to deliver demand – and carbon – reduction for users.	For the Innovation awards in each category, we want to celebrate new ideas, products and services that advance the sector. We're looking for new ways of thinking, new collaborations, new financing or contracts, new technologies – or maybe existing approaches applied in a new way.
Power and Flexibility	The power and flexibility category recognises projects that are utilising efficient power to truly deliver for users and/or harness flexibility mechanisms to deliver exceptional outcomes and take us a step closer to the flexible energy system of the future. These projects will highlight smart generation and demand, and demonstrate real carbon reduction.	It's particularly important for these awards that you tell us about the impact of your innovation. What's in the pipeline and what difference has it already made? How will this particular approach take our energy system one step closer to where it needs to be?
Integrated Energy	The integrated energy category recognises projects that stretch across heat, efficiency, power and flexibility to provide a truly holistic solution.	This is an opportunity to showcase projects that could be real gamechangers (or simply deliver gamechanging results).

Part 2: Special Award for Contribution to Net Zero

All the projects that are entered for an award in Part 1 will also automatically be entered for this Special Award. However, applications can also be made directly for this award alone. Entrants need to demonstrate:

- How their project is helping the energy system – and energy users – as we strive towards net zero.
- The project could focus on any one of the ADE's focal areas (heat, efficiency, power and flexibility) or could combine many, as long as it is delivering for users.
- The project could focus on facilitating or enabling net zero (rather than realising the reduction in and of itself).
- The project could be contained to one site or, ideally, could be replicable across many sites.



Part 3: Personal Awards

The Personal Awards celebrate individual achievements.

Category	Description
Rising Star	The Rising Star award is an opportunity for us to celebrate new talent in our sector. The judges will be looking for people with vision and drive, who are already having an impact in their field. There is no age limit, however we would expect the entrants for this category to have been working in the sector for a maximum of five years.
Champion	This award recognises the outstanding contribution to the industry by an individual. We're looking for people who have gone above-and-beyond their regular day job to promote and support the sector. The award celebrates individual impact and the difference they have made. There is no age or experience limit, and shouldn't necessarily be thought of as a 'lifetime achievement' award.

At their own discretion, the ADE may also present a President's Award to recognise an individual who has given exceptional service to the Association and its work.

The entry forms

Part 1: Project Awards (Heat and Efficiency, Power and Flexibility, and Integrated Energy)

There are two entry forms for these awards: the main application form and a data collection form.

a) Main application forms

The main application forms for each category are very similar. Below we take each question in turn and give some ideas as to what we're looking for. The entries are very competitive, so it's worth taking the time to make yours stand out. What makes yours particularly interesting or worthy of an Award?

It's also really important that you submit at least three high-resolution colour photographs with your entry. These will be used in the Awards booklet and at the ceremony, so try to make it as interesting as you can. We would strongly encourage you to include photographs showing the human side to your story, as well as the technology.

Basic information

This should be quite straightforward. For the **Operational Projects**, we need to know the name and location of the project, the name of your client (if appropriate) as well as your own contact details. Projects are ordinarily expected to have been commissioned and operational for at least six months: projects at design stage or not yet commissioned must be entered in the Innovation category.

For the **Innovation Projects**, the questions are similar, but your responses will have a different focus. Your entry could be about a project, but it could also be about an innovative technology or a new way of doing things. We also realise that its innovative nature may sometimes mean that less technical data is available but do please try to include as much data as you can as this will only strengthen your entry.



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Who are your end users / customers?

This question asks for an early indication of the scale of your project: industrial, commercial, cities/communities or domestic (or a combination of any of the above).

Project summary

This is just a short paragraph (60 words max) summarising your project. It's our entry-point into your project and will also be used when we're writing the Awards booklet, shortlisting all the entries. Try to include some project specifics (eg site, client, technology, size) as well as why it is a stand-out entry. What difference has it made? What have the key outcomes been?

Project detail

This is where you're given space to tell your story and to give us the detail of your project. You have 500 words and could for example include:

- The client
- The site
- The challenges
- The solution
- The technology
- The innovation
- The team
- The install
- The outputs
- The difference you made

Engagement

This is another opportunity for you to tell us the qualitative side of your story. How did you engage with your client/stakeholders and the wider community? What were the wider social benefits (for example, regeneration or impact on fuel poverty, supporting industrial competitiveness)? How did you contribute to the sustainability or carbon goals of your client? What is the difference your project will make in human terms? You could also include a testimonial from your client or scheme users about the difference the project has made. For 2022, we're particularly looking for projects that demonstrate excellent customer service so make this section shine.

Impact

Your project must be technically robust. For the Awards to be valuable, we need to reward projects that really deliver. This is where you can tell us the story of how much carbon and cost savings you've made, and the extent to which you're reduced demand (and so improved security of supply). How much did the scheme cost? What are the savings in terms of its overall energy consumption/energy costs/carbon emissions? How are you contributing to the just energy transition?

You can also use this section to tell us about any technological innovative features of your project, such as how it was applied or load balancing through mixed use.

The facts and figures of your project must also be submitted on the Data Collection Form.

Your contribution to net zero carbon

Your project will also automatically be entered into the Special Award for Contribution to Net Zero: you do not need to fill in any additional forms, but you do need to answer this question.

We want to hear how your project is helping the energy system and energy users as we strive towards net zero carbon. How will it affect the way we tackle climate change and our approach our zero carbon pathways? Beyond the carbon savings of this particular project, how are you enabling / facilitating change on a wider scale?

The X Factor

This is your closing statement – what we'll be left with when we read your application. Use this space to really sell us your project – convince us why you should win. Why does your project dazzle? Why is



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it a cut above the rest? Why should it win this award? You can also use this space to (re)tell us your three most impressive statistics.

b) Data Collection form (excel spreadsheet)

All entries must be accompanied by a Data Collection form. The excel spreadsheet has a number of worksheet tabs. You must complete the worksheet for each category that applies to your project:

- Heat
- Efficiency
- Power
- Flexibility

If you are entering the Integrated Energy category, you should complete data on each of the worksheets that are applicable. Please complete the project details at the top of each worksheet, even though this will feel like duplication.

We're looking for facts and figures here, which again need to be robust and demonstrable. Please use published energy prices (eg Energy Trends or supplier's published prices). Calculations should be shown: if you have some stellar numbers the judges need to understand why they are so good. If they can't understand why, they are likely to question them. The metrics required on each worksheet are slightly different, each tailored to the typical data relevant to each project type. If any of the data is confidential, please mark this on the sheet.

We also need to know what technical standards you comply with. These will vary depending on the technology you install; for example, for CHP we would expect certification by the CHPQA. Tell us how you complied too - or submit evidence of your compliance as an appendix.

The Data Collection forms will be assessed by our technical advisors before being submitted to the judges. If any of the questions are not relevant to your project, please answer N/A.

Again, we realise that for Innovation entries some of the data will not be available. Please provide as much of the data as you are able.

Part 2: Special Award for Contribution to Net Zero

You only need to complete the Special Award form if you are only entering this category. All entries into the Part 1 awards (heat, efficiency, power, flexibility and integrated energy) will automatically be entered into this special award and therefore do not need to complete this form.

Many of the questions on this form are similar to the main application forms for the Part 1 awards (above), namely:

- Basic Information
- Who are your end users / customers?
- Project summary
- Project detail
- Engagement

We also ask what fields your entry covers (Q2 - heat, efficiency, power, flexibility) so we can get an early understanding of your project: please tick all the boxes that apply.

For the Engagement question, we have widened this out beyond the project users to broader stakeholders as this may be more appropriate to your project or approach. How did you engage with users/stakeholders and what has their response been? What challenges have you faced and how have you overcome? Has there been any co-benefits you have realised? It's another opportunity for you to tell us about your journey in human terms and for us to understand how you've (perhaps) changed peoples' minds. For 2022, we're particularly looking for projects that demonstrate excellent customer service so make this a focus.



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Unsurprisingly, there is also a question on your contribution to net zero carbon. If you are only entering this category, this must be at the heart of your application and be your strongest response. What difference are you making? Perhaps your project is an enabler or facilitator for others to take action. Perhaps it's influencing policy, providing evidence, offering guidance, bringing people together or engaging with those currently outside of the carbon debate. What impact will it make in the longer term as we tackle climate change? How is it moving the debate on net zero carbon to help ensure we deliver on our 2050 targets? How does it help to deliver a just energy transition?

Part 3: Personal Awards

The Rising Star and Champion awards are a little different from the rest. We're looking for individuals who really stand out from the crowd. Both winners will show a personal commitment and passion for the work they do and will have made a real impact in their sector. The Rising Star is likely to be near the beginning of their career or new to the industry and already showing great potential: they must have no more than 5 years' experience in the sector. The Champion is likely to be a more experienced person who has shown leadership and inspired colleagues and clients alike.

Further support

If you have any questions about the awards, categories or the entry forms do please get in touch. In the first instance please contact Rachael Mills at rachael.mills@se-2.co.uk or on 07747 801812.