



ANNUAL REPORT

2015



Contents

- Overview 3
- 1. Introduction 3
 - 1.1 Vision and approach
 - 1.2 Scope of the report
- Energypedia’s offer 5
- 2. Fighting energy poverty through knowledge exchange 5
 - 2.1 The social problem – energy poverty and development
 - 2.2 Solution attempts made to date
 - 2.3 The solution – connecting people and knowledge
- 3. Resources, Work performed and Results during the Reporting Period 10
 - 3.1 Resources used (input)
 - 3.2 Work performed (output)
 - 3.3 Results achieved (outcome/impact)
 - 3.4 Presenting resources, work performed and results during the reporting period
 - 3.5 Provisions taken for the accompanying evaluation and quality assurance
 - 3.6 Previous year comparison: Objectives achieved, learning experience and success
- 4. Planning and Forecast 16
 - 4.1 Planning and targets
 - 4.2 Influence factors: chances and risks
- 5. Organisational Structure and Team 18
 - 5.1 Organisational structure
 - 5.2 Introduction of the participating individuals
 - 5.3 Partnerships, cooperations and networks
- The Organisation 21
- 6. Organisational profile 21
 - 6.1 General information about the organisation
 - 6.2 Governance of the organisation
 - 6.3 Ownership structure, memberships and associated organisations
 - 6.4 Environmental and social profile
- 7. Finance and Accounting Practices 24
 - 7.1 Bookkeeping and accounting
 - 7.2 Activities and Balance Sheet for 2014: Audited Information
 - 7.3 Financial situation and planning
- Imprint 27

Overview

1. Introduction

Energypedia UG hosts www.energypedia.info, a wiki-based platform for collaborative knowledge exchange on renewable energy and energy efficiency in the context of development cooperation. By offering user-friendly tools, we enable stakeholders engaged in the energy sector to share their practical experience and to collaborate worldwide. Securing access to modern and sustainable energy services in developing countries is among the most important challenges for development.

In 2015, energypedia.info has proven again that it is a key place to share experiences about the application of clean, sustainable and renewable energy and energy efficiency in developing countries. With 2,961 articles contributed by a growing community of more than 5,378 registered users, as of December 2015, it is clear that our outreach is constantly growing.

With the help of our donors, supporters and the global community of energypedia users and contributors, we will continue to advocate for the removal of knowledge barriers and the diffusion of information that addresses the question of how universal and sustainable energy access for all can be achieved.

Thank you all for your commitment to our shared mission and for giving your time, skills and knowledge to energypedia!

1.1 VISION AND APPROACH

Vision

A world of borderless and unrestricted knowledge exchange on renewable energy and energy efficiency, in which everyone has access to sustainable energy services.

Mission

Our mission is to contribute to addressing the question of how universal and sustainable energy access for all can be achieved through:

- Leveraging Web 2.0 technologies to remove knowledge barriers and expand the diffusion of information on energy issues in developing countries,
- Fostering global collaborative knowledge exchange on renewable energy and energy access issues, and
- Creating the right environment and providing useful tools for stakeholders engaged in the energy sector to collaborate, create and share knowledge and practical experience.

1.2 SCOPE OF THE REPORT

Scope	This annual report gives an overview on all activities carried out by nonprofit energypedia UG (haftungsbeschränkt) and the achieved results in 2015.
Reporting period and reporting cycle	Reporting period is the calendar year 2015, thus from the 1 st of January to 31 st December 31.
Application of SRS	<p>This is the second time energypedia uses the Social Reporting Standard. The report is based on the SRS version from 2014.</p> <p>The SRS is published by the Social Reporting Initiative (SRI) e.V. Association under the Creative Commons license BY-ND 3.0</p>
Contact partner	Managing director Robert Heine (Robert.heine@energypedia.info)

Energypedia's offer

2. Fighting energy poverty through knowledge exchange

2.1 THE SOCIAL PROBLEM – ENERGY POVERTY AND DEVELOPMENT

Access to sustainable energy services can power opportunities for environmental, social and economic development. Yet, today one in five people worldwide lack access to electricity, while every third person cooks on unhealthy open fireplaces and traditional stoves. The lack of energy is also affecting small and medium-sized enterprises as well as public facilities that depend on reliable and affordable energy supplies.

Without sufficient energy services, people are unable to cook their food, heat their homes or store their medications in a cool place, not to mention learning and reading in the evening. Taking part in economic or political processes via modern communication channels likewise remains impossible.

Poor access to sustainable energy services not only has negative economic and ecological impacts on societies and the environment but also on people's health. According to the World Health Organization (WHO) the acrid smokes from traditional cookstoves result in over 4 million deaths annually.

In times of climate change, it is also of the utmost importance to make energy supply sustainable. Energy-saving technologies and the use of renewable energy sources can really make a difference in developing countries. Furthermore, in remote areas a decentralized energy supply using renewable sources such as sun, wind, water or wood and other biomass will remain the only option for the next decades as national grids are unlikely to be expanded to these regions.

Both, granting people access to modern and climate-friendly energy sources and promoting energy efficiency is therefore a key challenge of the 21st century, as highlighted by the United Nations (UN). With the UN declaring 2014-2024 as the Decade of Sustainable Energy for All, the problem has been put on the international agenda.

However, there is still a lack of first-hand knowledge on modern and sustainable energy solutions when it comes to their sustainable diffusion in developing countries. This knowledge often only exists locally or in single implementing organizations and is thus difficult to access for individuals or even other organizations. There is a great need to facilitate and expand the diffusion of these technologies in developing countries through practical knowledge exchange and collaboration.

2.2 SOLUTION ATTEMPTS MADE TO DATE

Up to now, little effort has been made to share knowledge about renewable energy and energy efficiency in the development context. Besides conferences or workshops organized by implementing organizations, donors or UN initiatives, there are few possibilities for practitioners, experts and scientists to exchange experience, new findings and lessons learnt regarding sustainable energy access.

2.3 THE SOLUTION – CONNECTING PEOPLE AND KNOWLEDGE

Recognizing that development in the 21st century requires that all actors have access to information, energypedia is using Web 2.0 technologies to remove knowledge barriers and expand the diffusion of information on how universal and sustainable energy access for all can be achieved.

Through hosting the platform www.energypedia.info, we strive to create the right environment and provide the right tools for stakeholders engaged in the energy sector to collaborate, create and share knowledge and practical experience.

www.energypedia.info is a wiki platform offering free access to expert information on renewables in developing countries. All content on energypedia is open source, meaning it can be used freely as long as the author and the source are acknowledged.

All visitors of the site can freely access and read articles and content on energypedia. Once registered, users can also easily create, modify and share content and all their contributions will directly be accessible online. In this way, energypedia supports the necessary international knowledge exchange between experts and practitioners in civil society, academia, the public as well as the private sector. Thus, energypedia not only facilitate knowledge exchange between industrial and developing countries, but also promotes the direct exchange of experience among people in developing countries.

Most information on energypedia is clustered into portals, which serve as an entry point to the interested readers. A wide range of topics is covered by the portals, i.e. from solar energy to hydro, biogas, improved cooking, impacts, and country-related information.

As of end 2015, the following portals were online:



Further highlights include Pico PV database, Cooking Energy Compendium, International Fuel Prices, and Renewable Energy Project Resource Center.



We believe: knowledge sharing is power!

Did you know?

Wikis are websites that can be modified by users without any programming expertise. The best known and most successful example is Wikipedia.

Energypedia uses the open-source software Mediawiki, which is also used by Wikipedia. All articles and files shared on energypedia are published under the [Creative Commons Attribution-Sharealike 3.0 Unported License](#) (CC-BY-SA) and the [GNU Free Documentation License](#) (GFDL).

2.3.1 Work performed (output) and direct target groups

Our direct target groups are people worldwide who are dealing with energy access issues in developing countries. This includes energy experts and practitioners who are active in the field, academics and researchers, government officials as well as the general interested public and other stakeholders. Users of energypedia come from public and private sectors as well as from civil society.

To offer them a platform for knowledge exchange and for fostering the spread of renewables in developing countries, energypedia UG hosts and maintains the free wiki platform www.energypedia.info. This includes not only providing the technical infrastructure and further IT development and handling the whole registration process of users, but also means giving support to our community. We constantly give feedback to authors on how to improve the quality of their articles in terms of formatting, structuring and tagging the content. We try to engage users via our newsletter and social media channels, and we offer tutorials on how to work on energypedia. The latter is done via email, phone, skype and tutorial videos.

We also provide information on relevant events, jobs and opportunities on our platform and via the monthly newsletter. In addition, we constantly try to increase our reach and expand our offer by cooperating with relevant networks, organizations and institutions.

Furthermore, we participate in events and conferences to inform people a) about the relevance of energy access and the role of renewable energy and energy efficiency in developing countries, and b) about energypedia's offer to energy experts and other interested stakeholders.

Over the last four years, we have continuously grown, both in terms of content and in terms of reach.

2.3.2 Intended results (outcome/impact) on direct and indirect target groups

By doing all the work described above, we aim to achieve the following results:

First, we expect to make people, who are active in the sector, aware of energypedia.info and the options it offers for worldwide knowledge exchange on sustainable energy in developing countries.

Second, we want to enable our target groups to use energypedia in the best way and to exchange their knowledge and experience with other energy experts / academics / researchers / stakeholders.

The assumption behind this is that once people start sharing their knowledge, they can learn from each other in terms of both what works and what not in supporting energy access, renewable energy and energy efficiency in developing countries. Using web 2.0 tools offers a much wider exchange also across regional, organizational or even sectoral boundaries than conventional tools used within organizations, workshops or conferences.

Further, we expect people to use the knowledge, which they gained on energypedia in their own work. Ultimately, by supporting knowledge sharing, we aim to contribute to reducing energy poverty by mak-

ing access to renewable energy and energy efficient technologies widely available. Thus, our indirect target groups are people, institutions and small and medium enterprises in developing countries lacking access to energy. We are aware of the difficulty of finding robust evidence to show our impact on this indirect target group.

2.3.3 Presentation of the impact logic

Target groups	Work performed (output)	Use of output	Expected results (outcome)	Higher aggregated results (Impacts)
Energy experts / practitioners with focus on developing countries	<p>Running of collaborative wiki platform www.energypedia.info:</p> <ul style="list-style-type: none"> • Registration of new users • Answering questions from users 	<p>Energypedia is well known and used by target groups:</p> <ul style="list-style-type: none"> • Number of unique visitors of the platform increases • Number of registered users increases • Number of cooperation increases • Publications and articles referring to energypedia as a source of information 	<p>Users know how to work on energypedia, write new articles and edit existing ones</p> <p>Users exchange their experience on energypedia and learn from each other</p> <p>Users know more about renewables, energy efficiency and energy access in developing countries</p> <p>People use their knowledge from energypedia in own projects / research</p>	<p>More people in developing countries get access to sustainable energy (renewable energy, energy efficiency)</p> <p>Energy poverty is reduced</p>
Academics / Researchers	<ul style="list-style-type: none"> • Supporting users and giving feedback on articles • Solving IT problems • Wiki gardening (restructuring, tagging, quality control) • Webinars and trainings on how to use energypedia (online, skype, telephone, emails) 	<p>Visitors and registered users are satisfied with content of platform</p>		
People working for NGOs, companies, governments and other institutions, who deal with energy issues in developing countries	<p>Participation at national and international energy / development events to inform target groups about renewable energy and energy efficiency in developing countries and about the offer of energypedia in this context.</p> <p>Providing target groups with relevant news about energy issues in developing countries (newsletter, use of social media, publications)</p> <p>Engaging with international networks and alliances</p> <p>Building-up a cooperation with universities, organizations and institutions, provide them with relevant information and offer them the possibility to document conferences and other events on energypedia.info</p>			

3. Resources, Work Performed and Results during the Reporting Period

3.1 RESOURCES USED (INPUT)

In 2015, we incurred personnel expenses of 69,871.81 Euros and operating costs of 26,946.05 Euros (contracted services, office rent, bookkeeping, travel costs, etc.). Not only have we used the skills and expertise of our staff for promoting energy access in developing countries, we also have drawn on the knowledge of our energypedia community that contributed a lot of content to the platform and to our newsletter. Our online platform energypedia.info runs on the open source software mediawiki thus no licenses are used.

3.2 WORK PERFORMED (OUTPUT)

Running of the collaborative online wiki platform www.energyedia.info

- Technical hosting and maintenance of the platform
- We handled the registration process of 1204 new users, thus, on average, each working day 4,75 people registered successfully
- We answered questions of registered users and visitors - be it on how to use the platform or on renewable energy issues
- We gave constant support to our users how to write, upload and link content (mainly via skype and email)
- We gave feedback on articles written by our community
- Constant wiki gardening was carried out to keep the quality of content high and to improve accessibility of articles. This included structural changes of the country energy situation portal pages and tagging / categorization of untagged or insufficient tagged articles and PDFs. It also included the updating of the following portals in terms of structure, content, tagging of all articles, and functions such as group discussions: solar, hydro, wind, biogas.
- Furthermore, we identified outdated articles and deleted or updated them with consent from the original authors.
- In line with our commitment to expand our content and promote interactions, energypedia launched one new database in cooperation with the Energy Sector Management Assistance Program (ESMAP): the Energy Efficiency Project Resource Center. It is a database for energy efficiency documents for project planning.
- Own research, writing and dissemination of articles, event notes, and other content on renewables and energy efficiency in developing countries.
- Energypedia user survey
In summer 2015, we carried out our first energypedia user survey to better understand the ways energypedia is used by the energypedia community as well as to identify the level of satisfaction of our users. The survey covered the following research questions:
 - What is the energypedia user demographics?
 - How and for what purposes do people use energypedia? What impact does energypedia have in their work?
 - What is their level of satisfaction with energypedia?
 - What motivates the users to get actively involved in the energypedia community?

A survey link was included on our [website](#), sent via emails to all our registered users as well as spread via our communication channels such as [newsletter](#), [Facebook](#), [Twitter](#) and [LinkedIn](#). 185 people took part in the survey and gave us their valuable feedback. Read about the results in chapter 3.3.

Participation at national and international events

To inform our target groups about renewable energy and energy efficiency in developing countries and to promote knowledge sharing, we participated in the following conferences and workshops:

- Biogas Workshop 2015, University of Oldenburg, powerpoint presentation about energypedia and its biogas portal to approx. 50 participants, distribution of flyers
- Entwicklungspolitische Börse München, booth with poster, distribution of flyers and factsheets
- Deutsche Welle Global Media Forum, short presentation about energypedia in workshop on “energy access in the digital age”, distribution of flyers and factsheets
- Bonn Conference for Global Transformation, participation and distribution of flyers
- InterSolar München, presentation of energypedia and its company directory, distribution of flyers and factsheets
- Vienna Energy Forum, participation and flyer distribution
- RedBioLAC Chile (biogas experts workshop), online PowerPoint presentation of energypedia and its biogas portal
- Climate Knowledge Broker Meeting in Kopenhagen, representing energypedia

Provide target groups with relevant news

In 2015, we carried on with our social media engagement (facebook, twitter, linkedin) in order to spread news about energypedia, promoting knowledge and experience exchange and to spread relevant news from other organizations regarding renewables in developing countries.

To this end we also published our monthly newsletter „[Energypedia Renewable Energy News](#)“, containing information e.g. about new articles on energypedia, publications in the sector, relevant news, event, jobs, etc.

Furthermore, we participated in the monthly calls of the Energy Access Practitioner Network, where we presented energypedia and shared information with other network members on different clean energy topics.

Cooperation / Conference documentation

In 2015, we cooperated with the following organizations and initiatives in order to promote the exchange of knowledge and experience as well as research on energy issues in developing countries.

- Microenergy Systems Research Group at the Technische Universität Berlin, BMS College of Engineering in Bangalore and the Berkeley Rural Energy Group at UC Berkeley, California: [Micro Perspectives for Decentralized Energy Supply](#) - Conference in Bangalore, India. Conference documentation on energypedia.info in order to promote knowledge and experience exchange as well as research on energy issues in developing countries.
- The documentation of the RedBioLAC Chile biogas experts workshop was planned to be realized in 2015 but not finalized.

- Together with other stakeholders in the field, such as ENERGIA and the Global Alliance for Clean Cookstoves, we signed the memo “Getting Cooking Energy Right in the Post-2015 Indicators”. Addressing the Inter-Agency and Expert Group on Sustainable Development Goal Indicators, the memo gave recommendations on improving the indicators of SDG7 on energy, SDG5 on gender and SDG3 on health with regard to cooking energy.

Please read more about our partnerships, cooperation and networks in chapter 5.3.

3.3 RESULTS ACHIEVED (OUTCOME/IMPACT)

Overall, 2015 was again a year of growth, especially in terms of the number of people accessing and using the energypedia platform. While the number of articles increased less than it had been increasing during the last years, the number of unique visitors per month rose again significantly. It ranged from 30,909 to 42,988 resulting in an average of 35,825 unique monthly visitors. Furthermore, total visits of the platform rose up to more than half a million. More than 80,000 files were downloaded and over a million edits counted.

We thus can assume that our efforts in reaching more people as well as gaining more registered users and authors were successful.

Key Figures	2012	2013	2014	2015
Registered Users	2,216	3,029	4,174	5,378
Unique Visitors per month*	8,612	15,471	23,220	35,825
Active users per month**	33	34	38	39
Visits	135,775	228,034	347,167	536,134
Articles***	771	1,138	2,291	2,961
Page Edits	55,126	68,126	93,110	110,577
Page Views	352,376	480,365	716,831	1,097,816
Files	2,927	3,675	4,994	5,806
Downloads	13,257	25,671	48,880	80,066

* Unique visitors per month on average. The unique visitor number counts the number of individuals who access energypedia within each month.

** Active users per month on average. Active users are all users that performed any kind of activity.

***Articles are all content pages contributed by users on renewable energy topics

Results of User Survey

As described in chapter 3.2, we ran a user survey to know more about the usage of energypedia and its impacts on our users. Results are mostly very positive. 87 % of respondents are either very satisfied or satisfied with energypedia's overall services. 59 % have already recommended energypedia to other people. Most respondents came from Europe, followed by Africa and South Asia. They work mainly in the private sector, followed by the government and the nonprofit sectors. They mostly use energypedia

to inform themselves about the latest developments in renewable energy. However, almost one quarter of all respondents also use energypedia to draw on lessons learnt for improving their own projects and one-fifth use energypedia for writing papers, proposals, articles, and other texts. 28% of the total respondents said that they have at least once written or edited an article on energypedia while 43% said that they have not yet written an article because they did not know how to do it. Sharing information about renewable energy is one of the biggest motivations of most of the respondents. Those who have not yet contributed said they would do so if they had a better idea about what kind of information is in demand and if the information they will contribute will be beneficial or not. Satisfaction with our newsletter is also high. More than half of the respondents read it every month and only 2% find its information not interesting.

For a more detailed report and analysis of the results please [read this page](#) on energypedia.

Some example quotes from the survey by users from USA, Mali, Philippines, Germany, Uganda and other countries:

Thanks to energypedia...

“...we have a global resource that is open to all energy sector professionals”

“...new technologies are in use to reduce climate changes effect on people.”

“...I found a lot of interesting information for my researches on Advanced and improved cooking stoves.” “...for updating me with latest news and articles. Please keep it up!”

Without energypedia...

“...there would be too much fracturing, reinventing of the wheel.”

“...quality of expertise would be lower.”

“...many of us and those we work with wouldn't live happy.”

“...it would be more difficult to find good background information on energy in developing countries, especially from a development practitioner's perspective.”

3.5 PROVISIONS TAKEN FOR THE ACCOMPANYING EVALUATION AND QUALITY ASSURANCE

Evaluation and quality assurance within energypedia has several facets.

On an organizational level, we use an internal wiki to organize our work and for our own knowledge management. Within that frame, we also have an operations manual defining key processes and responsibilities. Furthermore, we have planning workshops, weekly meetings and we usually discuss urgent issues within the team on a day-to-day basis.

Regarding the monitoring and evaluation of our platform energypedia.info we use PIWIK to collect data on key performance indicators of the platform such as unique visitors, visitors' countries, referring websites, bounce rate, most visited pages, etc. With wiki software inherent statistics, the number of registered users and active users as well as the number of content pages are collected. This data is analyzed on a monthly basis.

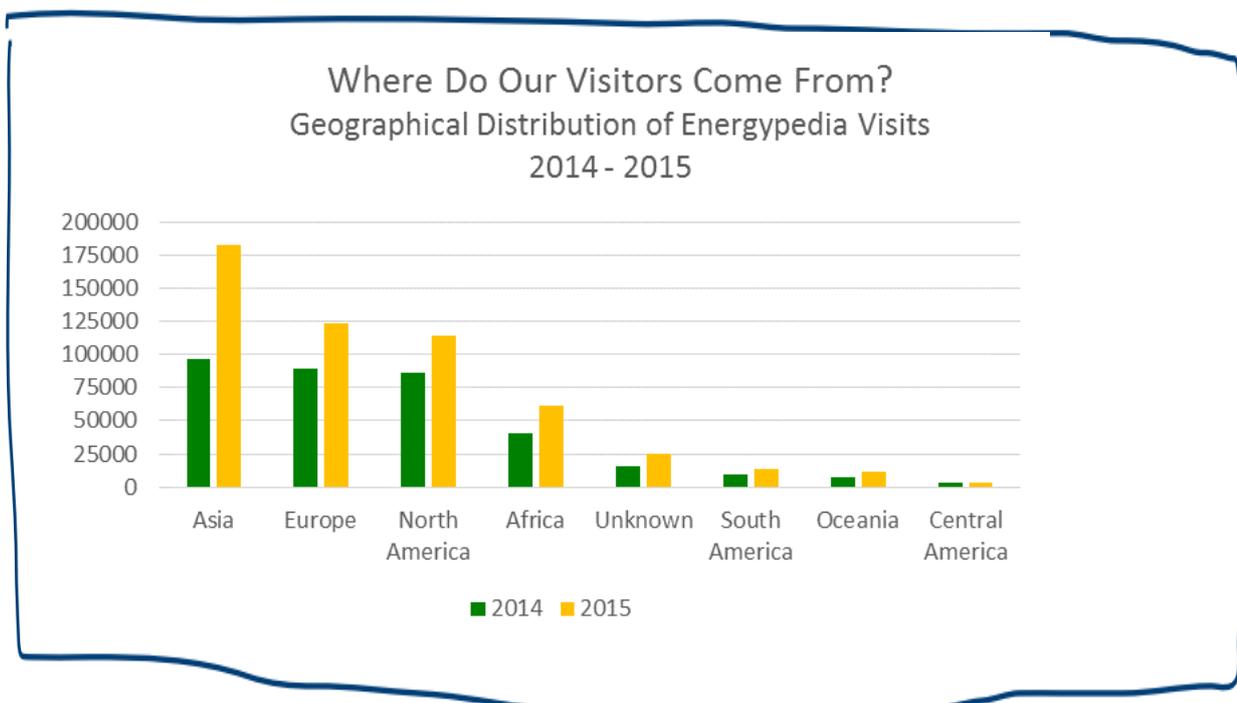
When it comes to the quality assurance of articles on energypedia, we have a two-fold approach: on the one hand, we make sure that articles fulfill certain formatting and layout standards and are not commercial advertisement pieces. We give authors and editors any support they need in order to make the best of their article. We don't want to judge on the content of their articles as we assume they are the experts on the specific topic they are writing about. On the other hand, we follow the wiki philosophy that registered users can edit whatever they want. Therefore, we try to encourage our community to also participate in quality assurance in terms of updating information, adding relevant content, deleting wrong or outdated information and discussing controversial issues.

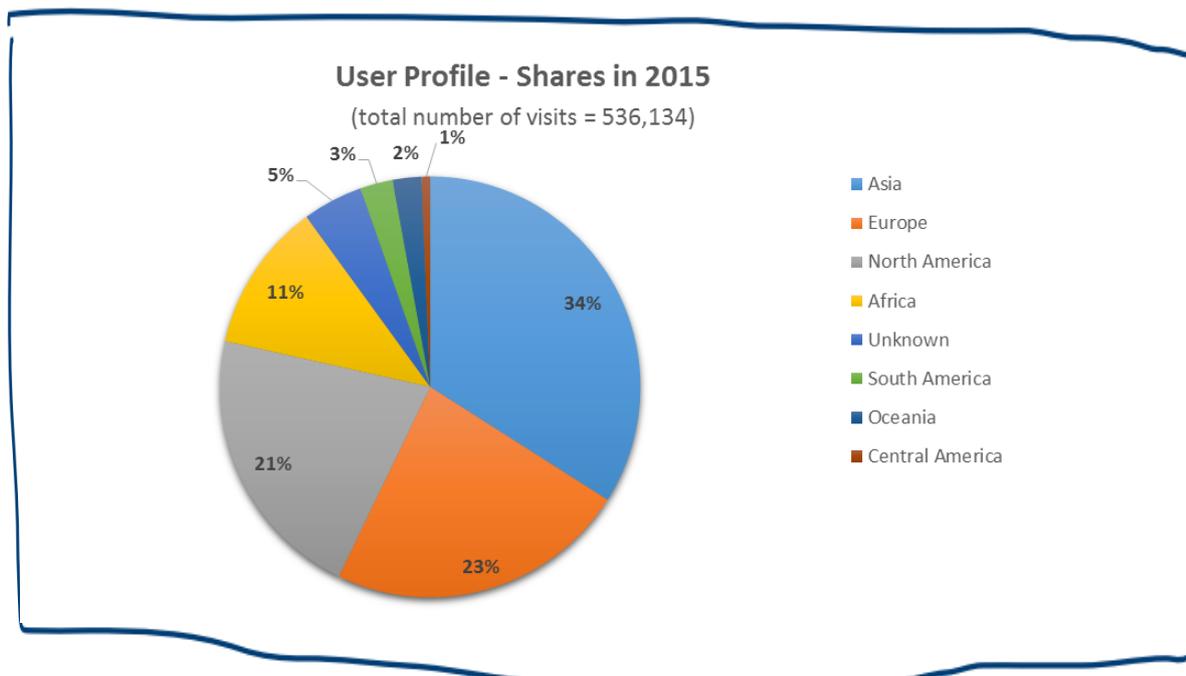
3.6 PREVIOUS YEAR COMPARISON: OBJECTIVES ACHIEVED, LEARNING EXPERIENCE AND SUCCESS

Objectives achieved

Our targets for 2015 included the following points:

- To know more about our visitors and community (e.g. where are they coming from, what is their motivation to use and contribute to energypedia?)
 - We gained many useful insights from our survey results, see chapter 3.3.
- Increase the number of unique visitors from an average of 23,000 per month to an average of 30,000 per month
 - This goal was met as an average of nearly 36,000 people (unique visitors) each month visited energypedia in 2015.
- Increase the participation of users from around the world and encourage them to become active contributors of knowledge
 - The number of registered users increased by 1,204 people. The number of people active per month varied between 27 and 48, leading to a monthly average of 39 active people in 2015 (2014: 38).
 - Once again, the share of Asian users increased significantly whereas the share of North American based visitors declined. While visitors from Africa, Central and South America as well as in Oceania increased in terms of their total numbers, their share among all users remained the same as in 2014.





- Create help videos for using energypedia
 - We created a series of [tutorial videos](#) on how to work on energypedia, which we promote via our monthly newsletter and social media.
- Align with other knowledge platforms
 - We installed the climate tagger thesaurus, a set of terms to tag content, which is then connected to the climate tagger content pool. This allows content to be searched online even across different knowledge platforms. For more information about the climate tagger, click [here](#).
- Secure funding beyond 2015
 - Talks with different possible donors were held.
- Make the platform even more user friendly
 - We started to update the portal pages, which are the main entries to different technologies and topics. This comprised changes in the overall structure of all portals including the associated group pages and discussion options. All articles with regard to solar, hydro, wind and biogas were checked for categorization and we decided whether to put them on the portal page or not.
- Expand energypedia's offer by conceptualizing and realizing a question and answer service where people can pose a question and get the answer in form of an article on energypedia. We also envisage involving the energypedia community in this project.
 - First ideas were collected and lead to a first concept presented to GIZ. However, financing was still unclear by the end of 2015.
- Expand fundraising activities
 - Since August 2015, we are a signatory of the "Initiative Transparente Zivilgesellschaft", an initiative of Transparency Germany for nonprofit organizations to make information on e.g. charter, budget or relevant decision makers publicly available.
 - Google AdWords: new set up increased average clicks by 90% to over 8,400/month on average; 19% of energypedia's visits were generated by google ads.

- Private donations increased to six persons (445.00 Euros); via the shopping platform boost we gained 9 new supporters who donated to energypedia a total of 415.12 Euros).
- For further fundraising opportunities, we contacted 23 chambers of foreign trade, eight associations, and nine companies without any success so far.

Learning experience

Our online user survey has provided us with valuable insights about the energypedia community and its usage of energypedia. It was good to realize the high appreciation of energypedia amongst its users. However, we also learnt that most of our respondents are not familiar with many of our features like adding jobs, writing articles and other activities. In addition, we also received constructive feedback on further improving our platform. We already considered these knowledge gaps and suggestions for further adjustments, changes and improvements on our platform and in the newsletter. For example, following the requests of our users we developed an opportunity database for online courses, call for tenders, etc. We also inform more frequently about statistics; how to write an article and use the wiki properly, and we give regular feedback not only to new but as well to experienced authors.

4. Planning and Forecast

4.1 PLANNING AND TARGETS

For 2016, we set the following targets:

- Keep on increasing the participation of users from around the world and encourage them to become active contributors of knowledge
- Secure funding in and beyond 2016
- Expand energypedia's offer of by conceptualizing and realizing a question and answer service where people can pose a question and get the answer in form of an article on energypedia. We also plan to involve the energypedia community in this project.
- Build-up a portal on mini-grids, together with the High Impact Opportunity Group from the Sustainable Energy for All Initiative (SE4All).
- Expert interviews: develop a concept / questionnaire for expert interviews to be put on energypedia and to be promoted via our monthly newsletter
- Development of an opportunity database, where people can insert or find i.e. courses, grants, tenders, calls for papers, etc.
- Development and implementation of webinars on energypedia and energy access
- Plan a session with information on energy access in developing countries for universities in Germany

4.2 INFLUENCE FACTORS: CHANCES AND RISKS

In September 2015, the UN Summit for Sustainable Development adopted the 2030 Agenda for Sustainable Development and agreed upon 17 Sustainable Development Goals (SDGs) to end poverty, fight inequality and injustice, and tackle climate change by 2030. With SDG 7, energy is finally being recog-

nized as a key enabler for development. Universal access to energy, a higher share of renewable energy and massive improvements in energy efficiency are now part of the top global priorities for sustainable development in the years to come. Therefore, the framework conditions for an independent knowledge and experience platform on renewables, efficiency and energy access are quite good in terms of the relevance of the topic.

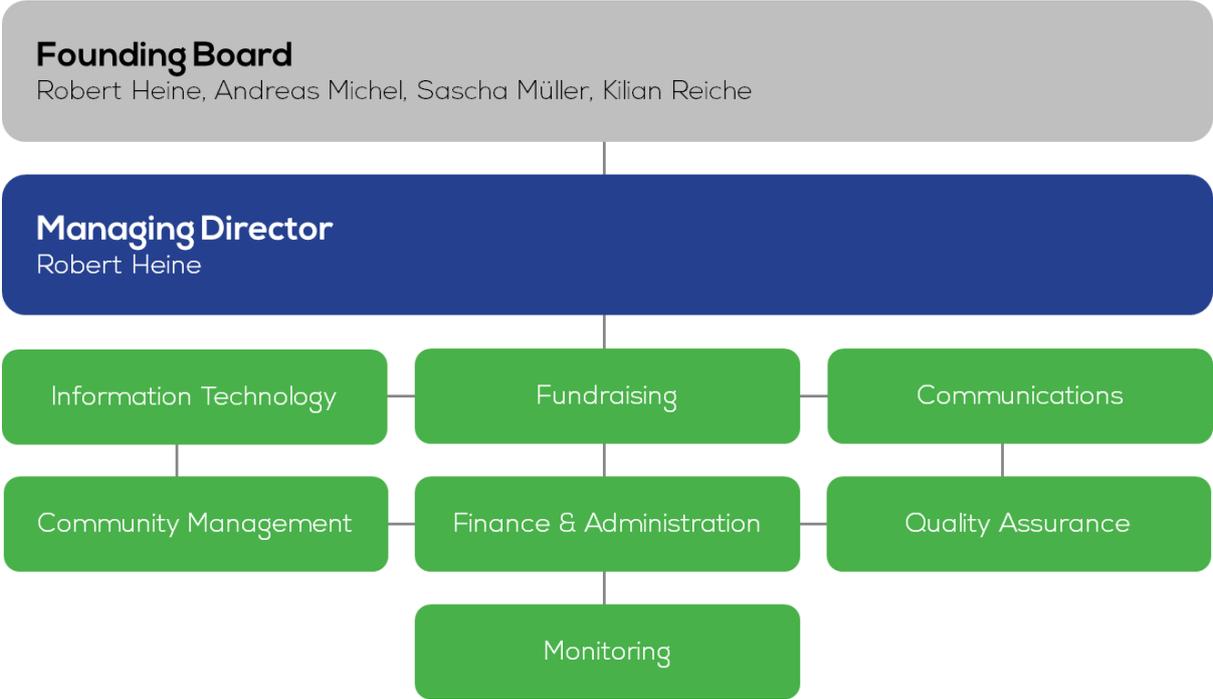
Consequently, the interest in our content and information services is very high and steadily increasing. This is also affirmed by our growing number of visitors and users.

At the same time however, knowledge exchange is not necessarily an attractive topic, which donors or other stakeholders would be eager to finance. If they do choose to invest funds in this area, they would rather build up their own new platform, in order to raise their public profile, than financing an independent platform, which is open to all stakeholders in the area. Therefore, raising funds is, and will probably remain, one of our biggest challenges.

5. Organisational Structure and Team

5.1 ORGANISATIONAL STRUCTURE

The Energypedia nonprofit UG (haftungsbeschränkt) team consists of a young and committed group of founding partners and members. It was founded in 2011 by four shareholders: Andreas Michel, Sascha Müller, Kilian Reiche and Robert Heine. Since 2012, the team is operating the platform energypedia.info. For more information on the organization’s profile, see chapter 6 of this report. In 2015, energypedia UG had 4 employees (part-time and full-time). The illustration shows the different sections or task areas.



5.2 INTRODUCTION OF THE PARTICIPATING INDIVIDUALS

	<p>Ranisha Basnet joined energypedia in spring 2014. She is the main person for running energypedia, taking care of all platform and user relevant issues. She is responsible for community management, social media, monitoring, and partnerships and cooperation.</p>
	<p>Lisa Feldmann has been part of the energypedia team since its beginnings in 2012, when she managed the whole start-up phase. On a part time basis, she is responsible for public relations, renewable energy technologies, and quality issues.</p>

	<p>Robert Heine is the managing director of energypedia. Being one of the developers of energypedia within GIZ, he later became a founding shareholder when energypedia was established as an independent organization. In 2013, he quit GIZ and became the managing director of energypedia. His main responsibilities are finance and administration as well as information technology.</p>
	<p>Benjamin Rebenich has been part of energypedia since its beginnings in 2012. He is responsible for fundraising, and works part time.</p>

5.3 PARTNERSHIPS, COOPERATIONS AND NETWORKS

This year we joined the following networks to support international efforts to achieving energy access for all:

[SuSanA](#), an open international alliance, which focusses on sustainable sanitation solutions. Together we will promote international knowledge exchange mainly on biogas sanitation systems.

[Energy Access Practitioner Network](#), led by UN Foundation to promote the goal of achieving universal access to energy by 2030 and to support the UN Sustainable Energy for All initiative.

[Energy for all](#) partnership, promoting energy access in Asia.

Ongoing cooperation and partnerships include the following organizations, programs and institutions:

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

Energypedia works closely together with the [Deutsche Gesellschaft für Internationale Zusammenarbeit \(GIZ\) GmbH](#) were the concept of energypedia was initially developed. In particular, we cooperate with EnDev (Energising Development Partnership) and HERA (Poverty-Oriented Basic Energy Services) in promoting access to renewable energy and their sustainable and efficient use.

Energising Development (EnDev)

[EnDev](#) is an impact-oriented initiative between the Netherlands, Germany, Norway, Australia, the United Kingdom and Switzerland. EnDev promotes the supply of modern energy technologies to households and small-scale businesses. The Partnership cooperates with 24 countries in Africa, Latin America and Asia. Since its start in 2005, EnDev has taken a leading role in promoting access to sustainable energy for all. The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) acts as lead agency for the implementation of the Energising Development partnership.

Poverty-Oriented Basic Energy Services (HERA)

[HERA](#) has supported the dissemination of information on basic energy use and needs including the 'Cooking Energy Compendium' on energypedia, which they regularly update and expand.

Microenergy Systems Research Group at the Technical University of Berlin

The [Microenergy Systems Research Group](#) at the Technical University of Berlin promotes research in the field of microenergy systems. It is a multi-disciplinary research group that devotes itself to the analysis of the planning, the potential assessment, the design of products and services, the implementation, the use and the impacts of small-scale energy systems in structurally weak areas.

Energy Sector Management Assistance Program (ESMAP) and others

We partnered with the [Energy Sector Management Assistance Program \(ESMAP\)](#) and the [Public-Private Partnership in Infrastructure Resource Center \(PPPIRC\)](#) of the World Bank, [reeep](#), [OpenEI](#), [Wuppertal Institute](#) and [Natural Resources Canada](#) to host the [Clean Energy Project Resource Center](#) on [energypedia.info](#). This database offers project-relevant renewable energy and energy efficiency documents to the global energy community. It includes sample Terms of Reference, examples of Economic and Financial Analysis, sample Legal & Procurement Documents, Case Studies with analysis of success factors lessons learned, and more.

Renewables Academy AG (RENAC)

The [Renewables Academy AG \(RENAC\)](#) is one of the leading international providers for renewable energy training and energy efficiency education. Energypedia cooperates with RENAC as a media partner.

The Organisation

6. Organisational profile

6.1 GENERAL INFORMATION ABOUT THE ORGANISATION

Energypedia is an organization based in Eschborn, Germany. Its official legal form is “Unternehmergesellschaft (haftungsbeschränkt)” which is comparable with the British Limited Company (Ltd.). Due to energypedia’s activities in promoting development cooperation through knowledge and technology transfer, it has been recognized by German tax authorities as a nonprofit organization. As a result, while energypedia is organized as a company, it follows non-profit goals. Our main focus is on running the platform energypedia.info. The energypedia wiki was developed within the Energising Development Programme (EnDev), a joint impact-oriented global program of Germany, the Netherlands, Norway, Australia, United Kingdom and Switzerland, with additional co-funding from Ireland and the European Union. EnDev is implemented by Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ).

Serving as an internal tool for knowledge management in the beginning, it went public in 2011 and was outsourced in 2012 and handed over to energypedia UG.

Organisation name	energypedia UG (haftungsbeschränkt)
Organisation location	Ludwig-Erhard-Straße 30-34 65760 Eschborn
Organisation Founding	2011
Further branches	-
Legal form	Unternehmergesellschaft (haftungsbeschränkt)
Contact details <ul style="list-style-type: none">• address• phone• e-mail• website (URL)	Ludwig-Erhard-Straße 30-34 65760 Eschborn +49 (0)6196 20 29 722 info@energypedia.info www.energypedia.info
Link to Articles of Association (URL)	energypedia’s charter can be read here: https://energypedia.info/wiki/Energypedia_-_Charter
Registration <ul style="list-style-type: none">• court of registry	Frankfurt HRB 96064

<ul style="list-style-type: none"> • registration number • date of registration 	22.11.2011
Charity or non-profit organisation <ul style="list-style-type: none"> • Details of the charitable or non-profit purpose • Acknowledgment or confirmation of tax exemption by the relevant authority • Issuing authority • Statement of non-profit purpose 	Yes 10.06.2013 Finanzamt Wiesbaden I Promotion of development cooperation Promotion of science and research
Worker's Organisation	-

Employee headcount (in brackets: Calculated as full-time equivalent)	2013	2014	2015
Total number of workers	6 (2,2)	6 (2,5)*	4 (1,55)
thereof on full-time basis	5 (2)	5 (2,4)*	3 (1,45)
thereof on freelance basis	1 (0,2)	1 (0,1)	1 (0,1)
thereof on voluntary basis	0	0	0

6.2 GOVERNANCE OF THE ORGANISATION

Management

Managing director of energypedia is Robert Heine. The managing director has been appointed by energypedia's shareholders. The managing director is responsible for the operational implementation of strategic decisions, personnel, and organizing the day-to-day business. He acts as the representative of energypedia in all affairs.

Conflicts of interests

Robert Heine is both, shareholder and managing director of energypedia. He holds 49% of energypedia's shares and thus has a voting power of 49%. For most decisions, a simple majority is needed. For very relevant decisions (e.g. liquidation of the company, increase in capital stock etc.) a $\frac{3}{4}$ majority of votes is necessary. This means that the power of Robert Heine being both shareholder and managing director at the same time is limited, reducing the probability of potential conflicts of interest.

Internal control systems

Our controlling is done every month based on the business assessment provided by our tax consultant. Additionally, an internal liquidity management system is used for calculations and projections of expenditures and earnings. This is carried out by the managing director.

Monitoring data on the use of our internet platform is collected on a monthly basis. In weekly meetings, activities and achieved results are discussed within the team.

6.3 OWNERSHIP STRUCTURE, MEMBERSHIPS AND ASSOCIATED ORGANISATIONS

Ownership structure of the organisation

Energypedia has four shareholders, namely Kilian Reiche, Robert Heine, Andreas Michel and Sascha Müller. Together they hold 7,000 Euros, which is the entire stock capital. The shares are as follows: Robert Heine 3,430€ (49%), Andreas Michel 2,070€ (29, 6%), Sascha Müller 1,000€ (14, 3%), and Kilian Reiche 500€ (7, 1%).

Voting power: each Euro is equivalent to one vote.

The shareholders act on a voluntary basis. Generally, they meet once a year for a general shareholder meeting where they formally approve the actions of the managing directors and get informed about the annual financial report and activities carried out during the last year. Furthermore, they discuss strategic issues and take decisions, which have to be implemented by the managing director. Further meetings are organized if necessary.

Associated organizations

Energypedia holds 49% of the shares in energypedia consult GmbH, a commercial subsidiary which offers IT solutions for web based monitoring, knowledge and project management in the field of development cooperation. Voting rights: 49%. Against a rent, energypedia is sharing its offices with energypedia consult.

6.4 ENVIRONMENTAL AND SOCIAL PROFILE

Energypedia is not only carrying the idea of renewable energies and energy efficiency but also doing its best to implement the idea of green thinking into the daily working live. We are aware of our own responsibility regarding ecological sustainability. Thus, energypedia tries to minimize its ecological footprint as far as possible. This includes:

- most of our furniture is second-hand
- we only order office materials from an eco-friendly supplying company
- we only buy recycled printing paper and print as little as possible
- all materials like factsheets, flyers and business cards are printed with high ecologic standards. We commission only printing companies using recycled paper, electricity from renewable energy and compensate CO₂ emissions.
- within Germany we travel by train only and for international flights we compensate our CO₂ footprint
- our server is running on “green power”, meaning we don’t use electricity from nuclear power or coal plantations
- we don’t have a company car
- we switch off electrical devices before going home

- However, being located in a big office building, we cannot influence our general electricity supply.

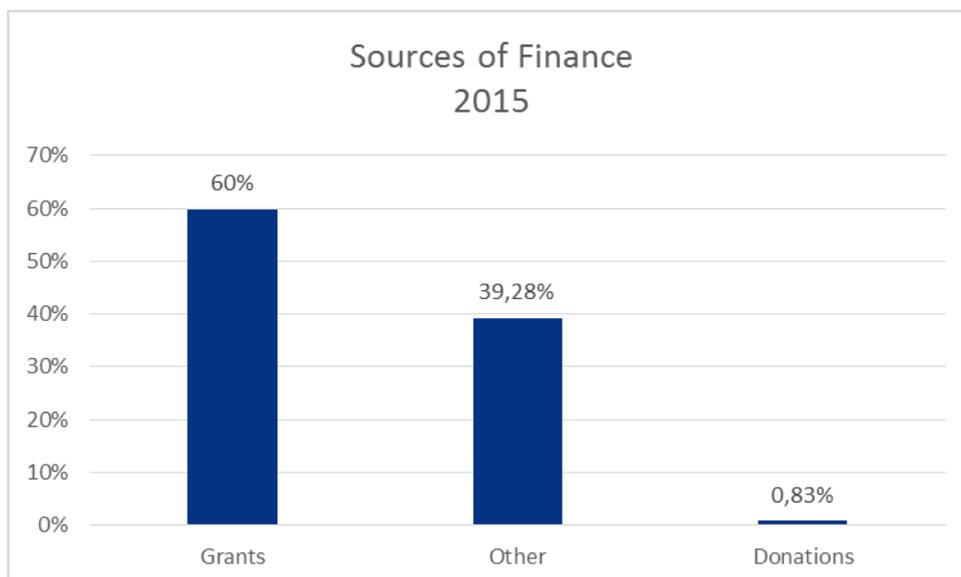
Energypedia considers itself a responsible organization also with regard to its employees. Our social profile entails:

- flexible working times
- flexible home office days
- overtimes can be balanced out with free time
- educational leaves and trainings are supported
- annual appraisal interviews
- highly participatory approach: most decisions are taken within the team
- “open-door-policy” of the managing director
- young and diverse team of males and females, from Germany and Nepal.

7. Finance and Accounting Practices

Energypedia UG is a nonprofit company financed by grants from implementing organizations and foundations, own business operations and donations from private individuals and companies.

In 2015, energypedia had a total income of 101, 111.19 Euros. We incurred expenses of 96, 817.86 Euros.



Other includes earnings from business operations as well as disposal of assets.

7.1 BOOKKEEPING AND ACCOUNTING

Double-entry bookkeeping and accounting is done by an external tax advisory and accounting firm, Dr. Christian Gastl in Wiesbaden. This firm is also creating the annual financial statement, which follows the rules of German Commercial Code (HGB) with special regards to §§ 266 and 275 HGB.

7.2 FINANCIAL SITUATION AND PLANNING

It remains crucial to increase the amount of donations and to diversify the origin of our grants. Finding more donors who are willing to give us grants in order to support knowledge and experience exchange on energy access in developing countries is important to decrease dependency. Our plan for 2016 is to raise new funds for the question and answer service we are planning to establish on our platform and to increase the donations from private persons as well as from companies.

7.2 ACTIVITIES AND BALANCE SHEET FOR 2014: AUDITED INFORMATION

Statement of Activities (all amounts in Euros)

Revenue	
Grants	60,553.94
Other revenues (business operations)	0,00
Revenues 19% turnover tax	0,00
Revenues 7% turnover tax	17,128.45
Total revenue	77,682.39
Other Earnings	
Other ordinary earnings	426,97
Income from disposal of assets and added assets	22,050.00
Income from reversal of provisions for liabilities	41,44
Donations	833,59
Reimbursements	76,80
Total other earnings	23,428.80
Personnel Expenses	
Salaries and wages	57,487.82
Social contributions	12,383.99
Total personnel expenses	69,871.81
Depreciation	163,20
Operating Expenses	
Occupancy costs	18,155.90
Insurance and other contributions	1,464.86
Promotion and travel costs	494,92
Operating expenses	6,673.79
Other expenses	156,58
Total operating expenses	26,946.05
Earnings from shares in affiliated companies	0,00
Interest earnings	9,21
Interests paid	97,94
Result from ordinary operations	1,768.78-
Taxes	3,311.26-
Annual net income	1,542.48
Profit Carried Forward	12,221.58
Allocation to Reserves	1,542.48
Balance Sheet Profit	12,221.58

Balance Sheet (all amounts in Euros)

Assets	
Fixed assets	
Furniture and fittings	687,50
Shareholdings (49% energypedia consult)	23,030.00
Total fixed assets	23,717.50
Current Assets	
Liquid assets	14,573.43
Other Assets	1,414.56
Total current assets	15,987.99
Deferred expenses and accrued income	906,24
Total assets	40,611.73
Liabilities, owners equity and reserves	
Owners equity	
Capital stock	7,000.00
Retained profit	15,085.16
Balance sheet profit	12,221.58
Total owners equity	34,306.74
Reserves	
Accrued taxes	0,00
Other reserves	3,629.00
Liabilities	
Trade payables	266,06
Other liabilities	2,409.93
Deferred income and accrued expenses	0,0
Total liabilities, owners equity and reserves	40,611.73

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Managing director

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