ANNUAL REPORT

2017

energypedia

Contents

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 2017, energypedia.info continued to play an important role in sharing knowledge and experience on clean, sustainable and renewable energy and energy efficiency in developing countries. With 4,190 articles contributed by an increasing community of 7,932 registered users, as of December 2017, 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 to achieve universal and sustainable energy access for all.

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 2017.
Reporting period and reporting cycle	Reporting period is the calendar year 2017, thus from the 1st of January to 31st December 31.
Application of SRS	This is the fourth time energypedia uses the Social Reporting Standard. The report is based on the SRS version from 2014. The SRS is published by the Social Reporting Initiative (SRI) e.V. Association under the Creative Commons license BY-ND 3.0
Contact partner	Managing director Robert Heine (Robert.heine@energypedia.info)

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.[1]

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.[2]

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 and fuels resulted in almost 4 million deaths in 2016.[3][4]

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.[5][6]

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), declaring 2014-2024 as the Decade of Sustainable Energy for All.[7]

The 2030 Agenda for Sustainable Development, adopted by all United Nations Member States in 2015, also puts emphasis on sustainable energy and energy access. Sustainable Development Goal 7 (SDG7), stresses the importance of ensuring access to affordable, reliable, sustainable and modern energy for all.[8] Furthermore, energy is relevant also for the achievement of a number of other SDGs, such as poverty, health, climate, education, and gender.[9]

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1 http://www.undp.org/content/undp/en/home/ourwork/climate-and-disaster-resilience/sustainable-energy/energy-access/

2 International Energy Agency (2017): Energy Access Outlook 2017. From Poverty to Prosperity. World Energy Outlook Special Report. https://www.iea.org/publications/freepublications/publication/WEO2017SpecialReport_EnergyAccessOutlook.pdf

3 WHO (2018): Factsheet on Household Air Pollution and Health. http://www.who.int/news-room/fact-sheets/detail/household-air-pollution-and-health

4 WHO Global Health Observatory Data: Household air pollution in 2016. http://www.who.int/gho/phe/indoor_air_pollution/en/

5 IRENA (2018): Off-grid renewable energy solutions. https://www.irena.org/-/media/Files/IRENA/Agency/Publication/2018/Jul/IRENA_Off-grid_RE_Solutions_2018.pdf

6 Sustainable Energy for All (2015): Progress Toward Sustainable Energy 2015. Global Tracking Framework Report. https://www.seforall.org/sites/default/files/l/2013/09/GTF-2105-Full-Report.pdf

7 United Nations Decade of Sustainable Energy for All 2014-2024. A/RES/67/215: http://www.un.org/en/ga/search/view_doc.asp?symbol=A/RES/67/215

8 https://sustainabledevelopment.un.org/sdg7

9 Energy and the Sustainable Development Goals. Energypedia: https://energypedia.info/wiki/Energy_and_the_Sustainable_Development_Goals#Energy_and_other_SDGs

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.[10][11] This knowledge often only exists locally or in single implementing organizations and is thus difficult to access for individuals or even other organizations and governments. There is a great need to facilitate and expand the diffusion of these technologies in developing countries through practical knowledge exchange and collaboration, not only from developed to developing countries but also among developing countries. The general need for partnerships between governments, civil society and the private sector is also reflected in SDG 17 Partnership for the Goals, which i.e. targets at enhancing "North-South, South-South and triangular regional and international cooperation on and access to science, technology and innovation and enhance knowledge sharing…".[12]

2.2 Solution attempts made to date

There is no institutionalized structure in place for sharing knowledge and practical expertise about renewable energy and energy efficiency across individuals from different organizations, institutions, private sector, and academia on local, national and international levels. Thus, besides sporadic conferences or workshops, there are few possibilities for practitioners, experts and scientists to directly 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, energy access and energy efficiency in developing countries. All content on energypedia is open source, meaning everyone can use it 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.

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[10] E/CN.17/2001/19 - Report on the 9th Decision on International Cooperation for an Enabling Environment. See recommendation 29. https://sustainabledevelopment.un.org/topics/energy/decisions

[11] Samuel Chisa Dike (2018): Adequate Education and information sharing: Key to attaining access to sustainable energy. https://www.researchgate.net/publication/323551131_ADEQUATE_EDUCATION_AND_INFORMATION_SHARING_KEY_TO_ATTAINING_ACCESS_TO_SUSTAINABLE_ENERGY

[12] https://www.un.org/sustainabledevelopment/globalpartnerships/

As of end 2017, the following portals were online:

 Solar,  Improved Cooking,  Bioenergy (with sub portals biogas, solid biomass and biofuels),  Hydro,  Wind,  Mobility,  Countries,  Impacts,  Climate Change,  Grid,  Mini-grid,  Productive Use,  Finance& Funding, and  Powering Agriculture.

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

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 and academia.

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 six 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 want to make stakeholders 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 national, 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 making 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 these indirect target groups.

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 Academics / Researchers People working for NGOs, companies, governments and other institutions, who deal with energy issues in developing countries	Running of collaborative wiki platform www.energypedia.info: • Registration of new users • Answering questions from users • 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) 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. Providing target groups with relevant news about energy issues in developing countries (newsletter, use of social media, publications) Engaging with international networks and alliances	Energypedia is well known and used by target groups: • 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 Visitors and registered users are satisfied with content of platform	Users know how to work on energypedia, write new articles and edit existing ones Users exchange their experience on energypedia and learn from each other Users know more about renewables, energy efficiency and energy access in developing countries People use their knowledge from energypedia in own projects / research	More people in developing countries get access to sustainable energy (renewable energy, energy efficiency) Energy poverty is reduced

	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			

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

3.1 Resources used (input)

In 2017, our personnel expenses equaled 106,310.41 Euros and operating costs were in the amount of 30,350.51 Euros (insurances, 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 voluntarily a lot of content to the platform and to our newsletters. 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.energypedia.info

- Technical hosting and maintenance of the platform
- We handled the registration process of 1,096 new users, thus, on average, each working day 4,56 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 on how to write, upload and link content (mainly via skype and email). In total, we gave trainings to around 70 persons.
- 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 tagging / categorization of untagged or insufficient tagged articles and PDFs.
- Furthermore, we identified outdated articles and deleted or updated them with consent from the original authors.
- Own research, writing and dissemination of articles and other content on renewables and energy efficiency in developing countries, e. g. on climate change, tariff models for mini-grid, impacts of improved cookstoves, blockchain for energy projects, productive us of pico PV, and more.
- Creation and launch of the new mini-grid portal on energypedia in collaboration with Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) and the High Impact Opportunity group on Clean Energy Mini-grids under the Sustainable Energy for All Initiative.
- Conceptualization, creation and launch of the new climate change portal, compiling already existing articles on energypedia related to the topic. The portal was launched at the United Nations Framework Convention on Climate Change, 23th Conference of the Parties in Bonn, Germany.
- Energypedia user survey
  In summer 2017, we carried out our second 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?
- What should energypedia focus on in the future?

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. 264 people took part in the survey and gave us their valuable feedback. Read about the results in chapter 3.3.

- Energypedia 5 years anniversary

  This year we celebrated our 5th anniversary with a small party. The collage below shows some impressions.

Participation at national and international events

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

- SEER4ALL Symposium 2017; TU Berlin, Germany: presentation
- Enlightening the Migration Debate: the Importance of Sustainable Energy Access; Brussels, Belgium.
- Sustainable Energy for all Forum, New York: Flyer, networking
- InterSolar and Intersolar Off-Grid Power Forum; München, Germany: information booth
- National renewable energy convention, India: knowledge partner of the conference
- Off-grid Workshop; Memmingen, Germany: info booth and presentation

Provide target groups with relevant news

Mini-grid webinar series: together with our partners HPNET and Skat Foundation we carried out a series of three webinars on different topics related to mini-grids. The webinars were also documented on energypedia. Media activities before and after the webinars complemented the activities. The webinars had a very high participation.

In 2017, 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 publish our monthly **newsletter** „Energypedia Renewable Energy News", containing information e.g. about new content on energypedia, relevant publications in the renewable energy sector, relevant news from other organizations and countries, events, jobs, and opportunities.

Cooperation / Conference documentation

In 2017, 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.

- We signed a Memorandum of Understanding (MoU) with WAME – Fondazione AEM for further collaboration to creating an energy access portal on energypedia.
- Partnership with the University of Applied Science in Offenburg, Germany about the Greenlight Symposium, featuring the energy transition in Morocco.

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

3.3 Results achieved (outcome/impact)

Overall, numbers slowed down a bit in 2017. The number of articles increased only by 384 to 4,190; the number of unique visitors per month went down from 45,290 in 2016 to 41,697 in 2017. Similarly, the number of visits and page views declined a bit compared to last year. Furthermore, the number of page edits also went down compared to the previous year.

If these declining or slowing down numbers indicate that we have reached a tipping point, a point that indicates the target group has been reached completely, will need further observation in 2018.

Key Figures	2012	2013	2014	2015	2016	2017
Registered Users**	2,216	3,029	4,174	5,378	6,836	7,932
Unique Visitors per month*	8,612	15,471	23,220	35,825	45,290	41,697
Active users per month**	33	34	38	39	46	41
Visits per year	135,775	228,034	347,167	536,134	673,926	639,037
Articles***	771	1,138	2,291	2,961	3,806	4,190
Page Edits**	55,126	68,126	93,110	110,577	134,488	152,598
Page Views per year	352,376	480,365	716,831	1,097,816	1,260,495	1,141,133
Files**	2,927	3,675	4,994	5,806	6,719	8,165
Downloads per year	13,257	25,671	48,880	80,066	102,211	108,545

* 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 who performance any kind of activity.
***Articles are all content pages contributed by users on renewable energy topics, numbers are accumulative.
**** accumulative numbers since energypedia.info was set up

Results and Key Findings of User Survey

As described in chapter 3.2, we ran our second user survey to know more about the usage of energypedia and its impacts on our users.

Results are very positive and encouraging. 80 % of respondents are either very satisfied or satisfied with energypedia's overall services. Out of the total 264 respondents, 186 already have an energypedia user account. Most respondents are based in Africa (37%), Asia (23%) and Europe (24%), whereas in 2015 most indicated to be located in Europe. Similar to 2015, respondents work mainly in the private sector (30%), followed by the nonprofit sector (21%) and the government sector (20%). Most respondents land on specific articles via links from the newsletter. They use energypedia to keep themselves updated about the latest developments in renewable energy. However, over half of all respondents also use energypedia to draw on lessons learnt for improving their own projects (in 2015, only one quarter reported to use energypedia for this purpose) and over 30% indicate to use energypedia for writing papers, proposals or articles. 22% (48 respondents) of the total respondents said that they have at least once written or edited an article on energypedia while 78% (172 respondents) said that they have never done so. Out of those, 40% indicated that they did not know how to do it and 35% that they had no

time. Sharing information about renewable energy is one of the biggest motivations for most of the respondents. Authors (those that have already written articles) are further motivated to improve exiting articles, while passive readers (those who have not yet written an article) would be motivated by the fact that they could start a discussion with others in the field.

Furthermore, most respondents indicated that we should focus on facilitating collaboration among all users and facilitate information about the energy sector.

80% state that information is easy to find on energypedia, which recognizes our efforts in making the platform more user-friendly since 2015, when only 66% of the respondents stated to find information easily. The respondents value for their work mostly the Renewable energy and energy efficiency Resource Center, the solar portal and the country profiles.

Out of the total respondents, 65% have subscribed to our monthly newsletter. Half of our subscribers read the newsletter every month and the other half do so occasionally. Two third of its readers find the newsletter interesting.

For a more detailed report and analysis of the results please read this page on energypedia.

Some example quotes by users from different countries:

Thanks to energypedia, me or my organization had the following positive impacts:

"…Created access to renewable energy for 200 rural households"

"…I could write a report for the government"

"…Time saving research; access to lessons learnt; preventing mistakes in implementation."

"…I gained new knowledge in the renewable energy sector, shared my organization's work to a wide audience"

"…we were contacted by other experts"

"…Improved knowledge on stove production and distribution."

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. We analyze this data on a monthly basis.

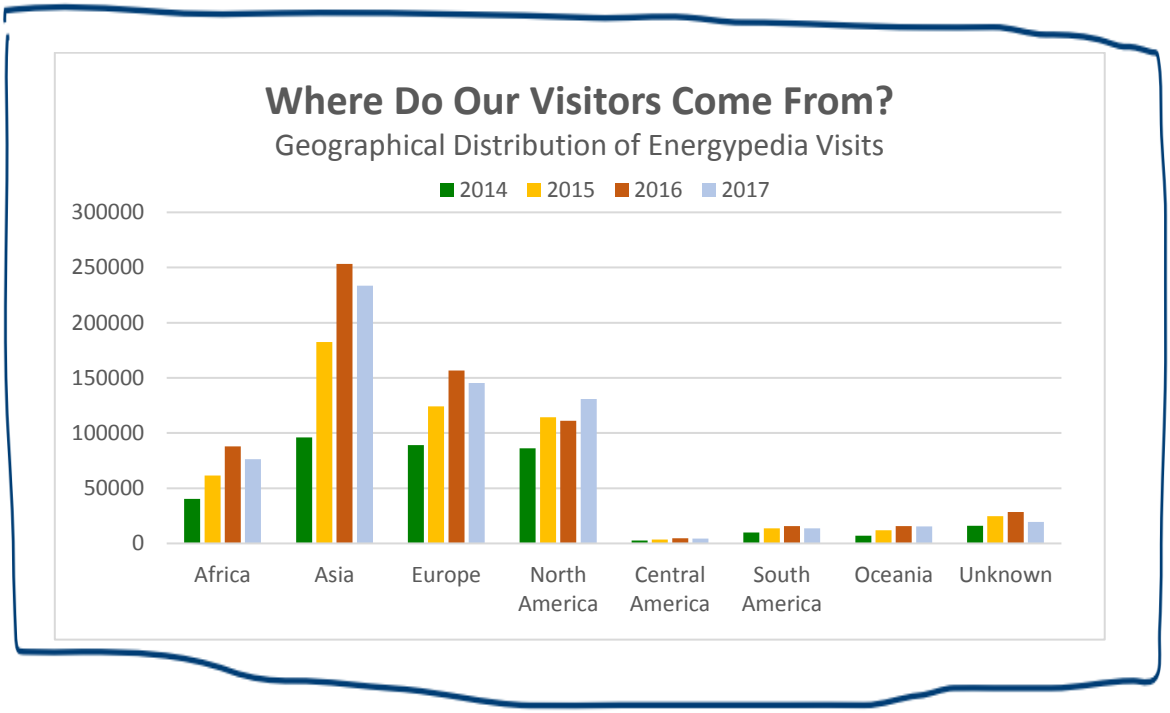
When it comes to the quality assurance of articles on energypedia, we have a two-fold approach: on the one hand, we make sure that articles fulfill certain formatting and layout standards and are not commercial advertisement pieces. We give authors and editors any support they need in order to make the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

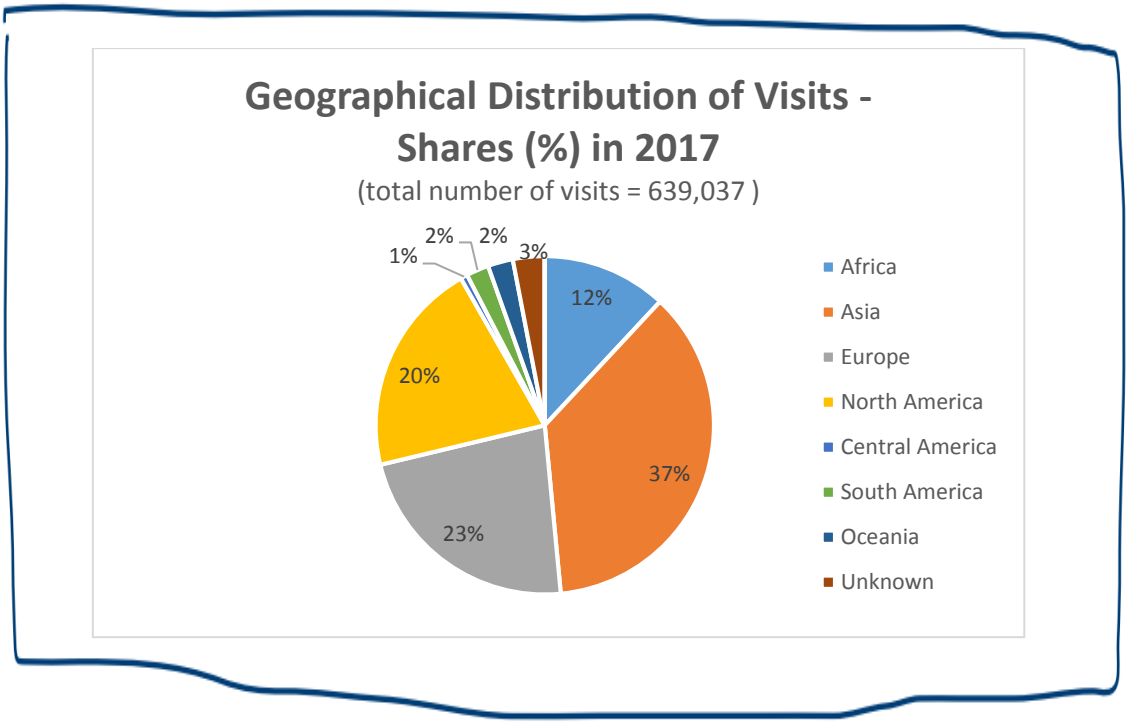
to participate in quality assurance in terms of updating information, adding relevant content, deleting wrong or outdated information and discussing controversial issues.

3.6 Previous year comparison: Objectives achieved, learning experience and success

Our targets for 2017 included the following points:

- Keep on increasing the participation of users from around the world and encourage them to become active contributors to knowledge
  - The number of registered users increased by 1,096 people. The number of people active per month varied between 29 and 58, leading to a monthly average of 41 active people in 2017 (2016: 46).
  - In 2017, the total number of visits from North America as well as their share increased. However, the shares of Asian, African, and European visits basically remained the same, whereas the shares of South America decreased slightly.





- Secure funding in and beyond 2017
    - This goal was partly achieved as we got two grants, which financed us in 2017: from GIZ (question and answer service) and energypedia consult GmbH. We further were able to raise funds from Skat Foundation for carrying out the webinar series on mini grids in partnership with HPNET.
- Public launch of the question and answer service where people can pose a question and get the answer in form of an article on energypedia. Further development and concept adjustments following the launch.
    - The question and answer service was launched in spring 2017. An open database allows users to enter questions, to browse through a list of posed questions and also to answer them. This way, it is transparent to all users, what's the information need of other community members, which questions have been answered and which still lack an answer. In total, 51 questions were answered (with support from the energypedia community and own research).
- Further development and launch of the mini-grid portal
    - This goal was achieved as we developed a mini-grid portal, by creating new content and compiling all available content on the platform and making it easier accessible for readers.
- Development and implementation of webinars on energypedia and energy access
    - Together with our partners from the Hydro Empowerment Network in South and Southeast Asia (HPNET) and SKAT Foundation, we carried out a series of 3 webinars on different topics related to mini-grids. The webinar presentations and following discussions were also documented on energypedia. Participation was very high as more than 370 persons in total joined the three webinars.
- Plan a session with information on energy access in developing countries for relevant universities in Germany

- We gave two presentations on different occasions on the topics of energy access, energypedia and open source technology at the Universität Berlin.

- Development of a climate change portal
  - This goal was achieved as we developed a climate change portal, compiling all available content on the platform and making it easier accessible for readers. The portal was successfully launched at the COP24.

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. Especially the fact that this time 80% of the respondents told us that information is easy to find compared to 60% in 2015, shows us that our improvements in the search bar, the interlinking and the update of our portals were helpful to our community. In addition, we also received constructive feedback on further improving our platform, such as supporting more interactive discussions.

4. Planning and Forecast

4.1 Planning and targets

For 2018, we set the following targets:

- To raise the average of 41,000 unique visitors per month in 2017 to 50,000 unique visitors in 2018
- Keep on increasing the participation of users from around the world and encourage them to become active contributors of knowledge, e.g. by developing and testing new formats to activate people to share their expertise on energypedia
- To increase the number of articles (as a result of getting more people actively involved)
- Develop new knowledge products like new portals or databases
- Secure funding in and beyond 2018

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.[13] With SDG 7, energy is finally being recognized 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.

[13] https://sustainabledevelopment.un.org/sdg7

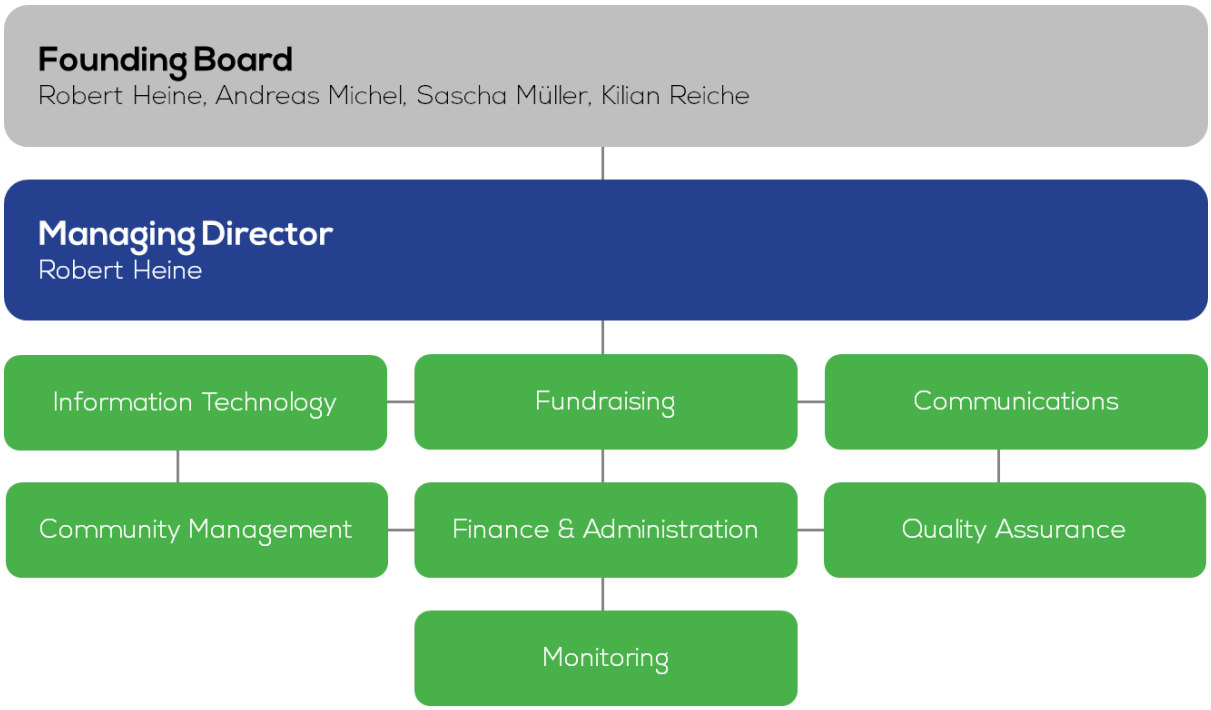
At the same time however, knowledge exchange is not necessarily an attractive topic, which donors or other stakeholders would be eager to finance. Experience of the last years show that if they invest funds in this area, they would rather build up their own new platform, in order to raise their public 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 2017, energypedia UG had 6 employees (part-time, full-time, freelancer). The illustration shows the different sections or task areas.



5.2 Introduction of the participating individuals

	Hector Alfaro works part time and supports the team in all questions regarding user registration and support.
	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.
	Johanna von Behaim supports us with regular wiki gardening tasks and energy research as freelancing student assistant.
	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.
	Johanna Hartmann joined energypedia as energy expert. Working on a part time basis, she is responsible for setting up the expert questions and answer service.
	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. He is acting on a freelance basis.

5.3 Partnerships, cooperations and networks

This year we signed the following partnerships and joined the following networks or initiatives to support international efforts to achieving energy access for all:

Off-grid Experts Workshop; Memmingen, Germany : Media partnership to promote this international conference focusing on off-the-grid solutions for providing energy access.

Greenlight Symposium in Offenburg, Germany: Media partnership with Madame-Ilsa Foundation about the energy transition in Morocco at the University of Offenburg.

WAME Project – Fondazione AEM: Memorandum of Understanding to create more content on energy access and to set up a portal about it.

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 where 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. Thanks to the grant from GIZ we were able to develop the concept of the question and answer service and to start it in a testing phase.

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.

Energy Sector Management Assistance Program (ESMAP) and others

We partner 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.

Hydro Empowerment Network (HPNET) in South and Southeast Asia

Together with the Hydro Empowerment Network (HPNET) we created the Micro-Hydro Library, which enables users to upload publications and documents on micro hydro topics. We furthermore cooperate in general to exchange and spread information on micro hydro energy, e.g. via webinars.

Read here more about our partnerships, networks and cooperation partners.

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	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 • court of registry • registration number • date of registration	 Frankfurt HRB 96064 22.11.2011

Charity or non-profit organisation • latest acknowledgment or confirmation of tax exemption by the relevant authority • Issuing authority • Statement of non-profit purpose	• 19.01.2017 • Finanzamt Wiesbaden I • Promotion of development cooperation; Promotion of science and research
Worker's Organisation	-

Employee headcount	2017
Total number of workers	6
thereof on full-time basis	1
thereof on part-time basis	3
thereof on freelance basis	2
thereof on voluntary basis*	0

*we do not have official volunteers but all registered authors contribute voluntarily to the content on energypedia. In 2017, we had 7,932 registered users, out of this group an average of 41 were contributing voluntarily every month.

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 ¾ 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 CO_2 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.

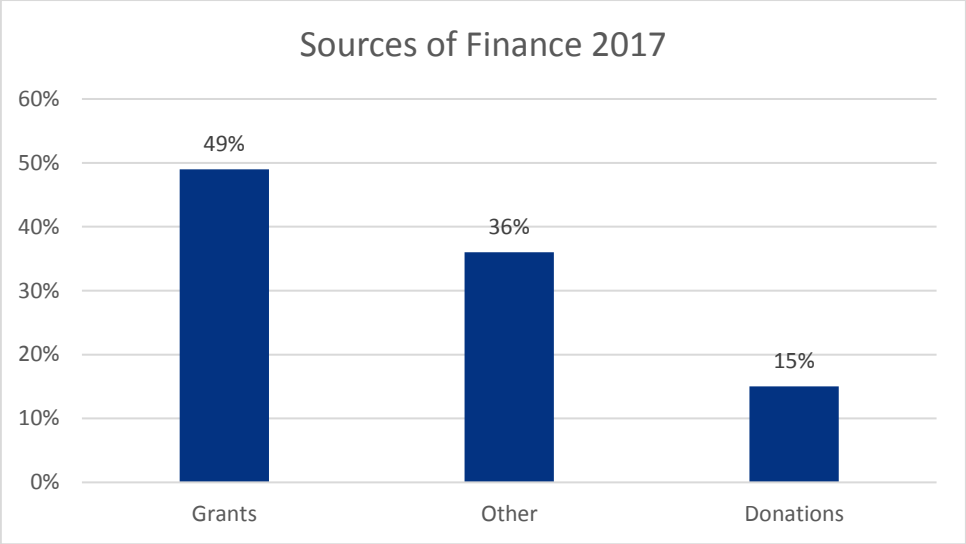
Energypedia considers itself a responsible organization also with regard to its employees. Our social profile entails:

- 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
- diverse team of males and females, from Germany, Mexico, 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 2017, energypedia had a total income of 118,646.98 Euros. We incurred expenses of 136,904.46 Euros.



*Other includes business operations incl. e.g. revenues turnover tax and reimbursements

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 Commerical 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 to support knowledge and experience exchange on energy access in developing countries is important to decrease dependency. Our plan for 2018 is to raise new funds for the question and answer service and for webinars, and to increase the donations from private persons as well as from companies.

7.2 Activities and Balance Sheet for 2017: Audited Information

Statement of Activities (all amounts in Euros)

Revenue	
Grants	58,232.39
Revenues 19% turnover tax	26,750.00
Revenues 7% turnover tax	15,180.00
Total revenue	100,162.39
Other Earnings	
Income from disposal of assets and added assets	0,00
Income from reversal of provisions for liabilities	186.94
Donations	17,345.30
Reimbursements	666.21
Other	286.14
Total other earnings	18,484.59
Material Costs	0
Personnel Expenses	
Salaries and wages	88,161.40
Social contributions	18,149.01
Total personnel expenses	106,310.41
Depreciation	75.00
Operating Expenses	
Occupancy costs	18,155.90
Insurance and other contributions	818.06
Repairs and maintenance	26.18
Promotion and travel costs	2,474.33
Operating expenses	8,812.26
Other expenses	63.78
Total operating expenses	30,350.51

Earnings from shares in affiliated companies	0.00
Interest earnings	0
Interests paid	168.54
Result from ordinary operations	18,257.48-
Taxes	0
Annual net income	18,257.48-
Other taxes	0
Profit Carried Forward	11,058.73
Withdrawal form Reserves	0
Allocation to Reserves	0
Balance Sheet Profit	7,198.75-

Balance Sheet (all amounts in Euros)

Assets	
Fixed assets	
Furniture and fittings	537.50
Shareholdings (49% energypedia consult)	23,030.00
Total fixed assets	23,567.50
Current Assets	
Liquid assets	1,022.37
Other Assets	0
Total current assets	1,022.37
Deferred expenses and accrued income	0
Total assets	24,589.87
Liabilities, owners equity and reserves	
Owners equity	
Capital stock	7,000.00
Retained profit	6,826.66
Balance sheet profit	-7,198.75
Total owners equity	6,627.91
Reserves	
Accrued taxes	0
Other reserves	6,476.00
Liabilities	
Trade payables	2,113.07
Other liabilities	9,372.89
Total liabilities, owners equity and reserves	24,589.87

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