

Our community energy action plan

Bring together what you have worked on across How to Start, decide what to push for next, and agree who will do what, by when. Fill this in together and come back to it regularly.

Project / initiative	Date
Community / organisation and partners	Municipality

1. Our goal

Your one-sentence pitch from Part B of your worksheet.

2. Where we are now

Tick the steps you have worked through, and keep the documents you filled in together with this plan.

- | | |
|--|---|
| ☐ The Start | ☐ Find Your Entry Point (worksheet Part A, evidence checklist) |
| ☐ Map the System (institution mapping template) | ☐ Enter the System |
| ☐ Strategic Framing (worksheet Part B) | ☐ Make a Formal Ask (concept note, feasibility study request) |

3. Identify gaps in policy

What is missing from the municipality's plans, policies or strategies that stands in the way of your project? Can municipal plans be strengthened to support community energy rights?

4. Advocate for

Tick what you will push for, and note what you will ask for.

☐ Community ownership What would ownership look like for your project? 	☐ Inclusion in procurement What would you ask the municipality to change? 	☐ Access to low-income households Who should the project reach first?
☐ Other: 		

NB

Municipalities are not obligated to include communities, but communities can push for change using policy, strategy, and rights.

Who does what, by when

The actions listed come from How to Start. Cross out any you don't need, and add your own in the empty rows.

ACTION	WHO LEADS	WITH WHOM (ALLIES)	BY WHEN	STATUS
Request a meeting (Energy Office, municipality)				☐ Not started ☐ In progress ☐ Done
Submit a concept note				☐ Not started ☐ In progress ☐ Done
Propose a pilot project				☐ Not started ☐ In progress ☐ Done
Ask to join working groups				☐ Not started ☐ In progress ☐ Done
Request a feasibility study				☐ Not started ☐ In progress ☐ Done
Attend meetings (e.g. IDP consultations)				☐ Not started ☐ In progress ☐ Done
Submit inputs				☐ Not started ☐ In progress ☐ Done
Request inclusion				☐ Not started ☐ In progress ☐ Done
				☐ Not started ☐ In progress ☐ Done
				☐ Not started ☐ In progress ☐ Done

Key dates

For example IDP and budget consultations from your municipality's process plan, calls for comment deadlines, and follow-up dates.

DATE	WHAT	NOTES

Who is included?

Are women, youth, older people and people with disabilities part of planning and leading these actions? What will you do to make sure they are?

We will review this plan on

Plan kept by