



Guidelines for applicants

Call for proposals 2026 (incl. annotated application form)



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1. Introduction

1.1 Who is this document for?

This document has been prepared for communities looking to apply for a grant from the European Energy Communities Facility (ENERCOM Facility or the Facility).

These guidelines aim to provide you with a clear sense of the application process, the eligibility and evaluation criteria, how to fill in the application form, and what documents to provide in the process.

If you want to find out more about the European Energy Communities Facility, we invite you to visit our website: <https://energycommunitiesfacility.eu/>

1.2 Why should you apply to the European Energy Communities Facility (ENERCOM Facility)?

The ENERCOM Facility provides numerous benefits to energy communities in the EU, including but not limited to financial and capacity-building support. The visual below provides you with an overview of the services the ENERCOM Facility will provide to its beneficiaries:

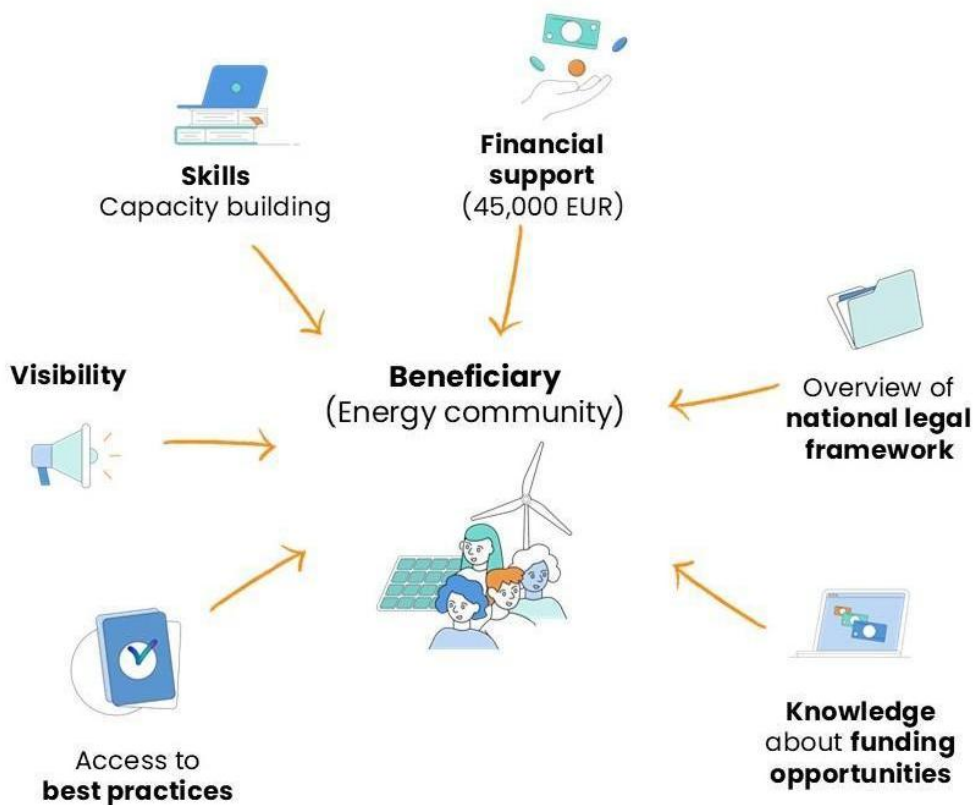


Figure 1 – Benefits of being selected as a grantee for the ENERCOM Facility

2. Who can apply to receive support from the ENERCOM Facility?

To be eligible for support under the ENERCOM Facility, communities must meet the five criteria outlined on pp. 9-10 of this document (also listed in section 3.2 in the [Call for Proposals](#)).

To help you understand whether you are eligible to apply for ENERCOM Facility support, we have developed an [eligibility self-check](#), which applicants will be asked to complete before being able to access the application form. This check takes the form of a few, simple questions. You can find more information about this self-check further down in this document (pp. 9-10).

3. Our support offer

3.1 What types of support does the European Energy Communities Facility provide?

The ENERCOM Facility will support at least 140 communities. It will do so by two means:

- **Financial support:** Each beneficiary will receive a lump-sum grant of EUR 45,000 to develop a business plan.
- **Capacity building programme (mandatory):** Beneficiaries will participate in a capacity building programme designed to help them mature their projects and improve their readiness for investment. The programme is a mandatory element as part of the Facility's support. It consists of self-paced online learning modules covering the fundamentals of community energy, project scoping, governance, business plan analysis, and implementation strategy, complemented by live webinars where beneficiaries receive hands-on support and can exchange with experienced energy communities on their real-life experiences. Additionally, beneficiaries will be able to participate in national peer-to-peer exchanges to facilitate knowledge-sharing, overcoming shared challenges, and fostering collaboration.

3.2 What activities can be funded by the ENERCOM Facility grant?

The financial support provided by the European Energy Communities Facility is specifically intended to fund activities required for the development of the business plan of energy community projects. This includes assessing the technical and financial aspects of the project and supporting essential pre-development work such as feasibility studies, obtaining permits, legal agreements, and other preparatory activities necessary to structure a sound and bankable business plan. See sections 2.1.3 and 2.1.4 of the [Call for Proposals](#) for the full list of eligible and ineligible activities.

The business plan can be developed by the energy community either completely in-house, or they can engage external experts for support. National Experts may support beneficiaries in their respective countries by providing guidance and practical advice throughout the process. National experts can however not be subcontracted to develop the business plans or to write the applications.

4. Application process

This section explains the application process and timelines for the ENERCOM Facility’s second [Call for Proposals](#).

The visual below provides an overview of the application process and key deadlines to help you navigate the process. Each of the steps is explained in further detail below. In case you have any additional questions, please do not hesitate to contact your [national expert](#).

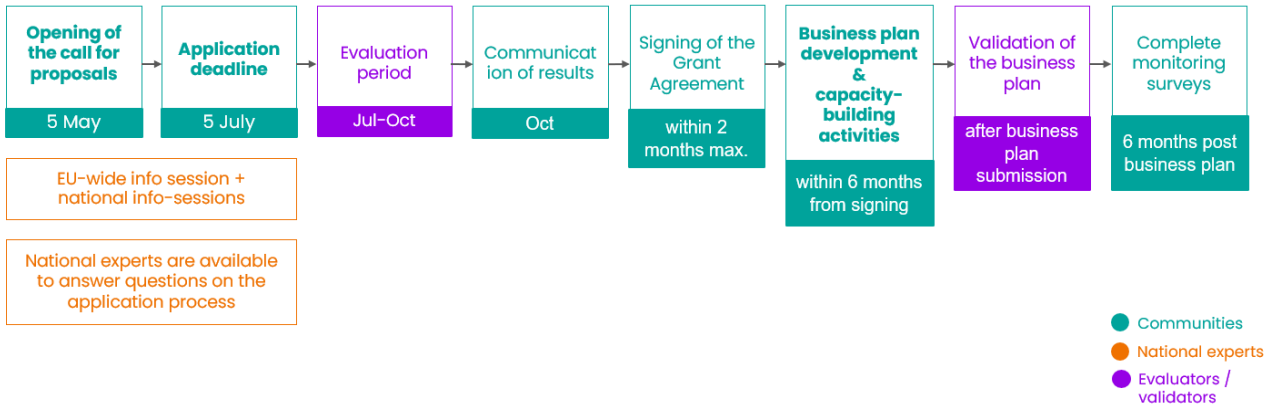


Figure 2 – ENERCOM Facility application process for the second call for proposals

Step	Date
Opening of the call for proposals	5 May 2026
EU-wide info session	6 May 2026, 10:00–11:30 CET
Application deadline	5 July 2026, 17:00 CET
Evaluation phase	July–October 2026
Final list of beneficiaries and communication to applicants	October 2026
Completing the Beneficiary Identification Form (formal acceptance of the grant)	within 2 weeks of receiving the e-mail that your application has been successful
Signing of the grant agreement	within 2 weeks of receiving notification (depends on the exact date of notification)
Development of the business plan and completion of the capacity building programme	within 6 months of signing the grant agreement (depends on the exact date of signing the grant agreement)
Validation of the business plan	within 2 months of submitting the business plan
Monitoring surveys	6 months after validation of the business plan

Table 1 – ENERCOM Facility application process for the second call for proposals

4.1 Step-by-step explanation of the application process

1 Opening of the call for proposals

The second call for proposals will open on 5 May 2026 and will close on 5 July 2026.

The Facility will organise an EU info-session on 6 May 2026 from 10:00–11:30 CET. The session will be recorded and the recording will be published on the website.

[Register for the EU-wide info-session here](#)

In addition to this EU-wide info-session, national experts will organise national info-sessions in their respective languages. **Make sure to keep an eye out on the Facility's [website](#) to stay informed on the date for the info-session in your country.**

2 Register on the application platform

In order to access the Facility's application platform, you will need to create a user account and password.

[Register on the ENERCOM Facility application platform](#)

3 Eligibility self-check

A crucial step before you can apply to the Facility is to understand whether your community project is eligible for funding according to the Facility's criteria. The main purpose of this step is to save you time – if your project is not eligible, the eligibility self-check will avoid making you go through the whole application process in vain. You can only access the application form if your community meets all the eligibility criteria.

Please note that the ENERCOM Facility evaluators will verify your eligibility during the evaluation phase based on the information you provide in the application form. Evaluators will not proactively search for additional information on your community. Please make sure to communicate all the key elements in the text of your application. For instance, if you submit the statutes of your organisation as the legal proof, the evaluators will not read it, so any details you wish to provide about e.g. the governance structure of your organisation should be provided in your

application responses. If it turns out during this check that your community does not comply with the eligibility criteria, your application will be rejected.

The table below provides an overview of the eligibility criteria and the questions you will need to answer. The answer options in the questionnaire are 'yes' and 'no'.

[Take the eligibility self-check](#)

Eligibility criterion	Eligibility self-check question
<p>1. Legal entity</p>	<p>Are you a formally organised legal entity such as a cooperative, association, limited company, or similar organisation?</p> <p>Proof of legal entity must be provided by uploading an official document (e.g. association or business registry extract, statutes with an official stamp, or proof of registration with an energy regulator). The proof may be submitted in the national language.</p> <p><i>Note: Any legal entity that complies with the EU energy community definitions can apply, even if it was not originally set up to be an energy community.</i></p>
<p>2. Compliance with one of the EU energy community definitions¹</p> <p>RECs: Renewable energy communities</p> <p>CECs: Citizen energy communities</p>	<p>2.1 Activities</p> <p>Are the activities you are currently undertaking - or planning to undertake - aligned with the types of activities that qualify an initiative as an energy community according to the EU definitions?</p> <p>For your reference, the EU definitions include:</p> <ul style="list-style-type: none"> • RECs: Operate in renewable energy across electricity and heating, enabling production, consumption, storage, and sales. • CECs: Operate within the electricity sector, covering renewable energy, with activities including generation, distribution, supply, aggregation, storage, energy efficiency, and EV charging. <hr/> <p>2.2 Membership structure</p> <p>Are your membership criteria aligned with the membership rules that qualify an initiative as an energy community according to the EU definitions?</p> <p>For your reference, the EU definitions consider as eligible</p> <ul style="list-style-type: none"> • For RECs: natural persons, micro, small, and medium enterprises (SMEs), and local authorities in proximity to the community, provided energy is not their primary economic

¹ Renewable Energy Communities according to the Recast Renewable Energy Directive (REDII, Directive (EU) 2018/2001), Citizen Energy Communities according to the Internal Electricity Market Directive (IEMD, Directive (EU) 2019/944).

activity.

- For CECs: all types of entities, including public companies and large enterprises, as long as energy is not their main economic activity.
-

2.3 Open and voluntary participation

Is your participation structure aligned with the participation rules that qualify an initiative as an energy community according to the EU definitions?

For your reference, the EU definitions include:

- REC: The legal entity is based on open and voluntary participation.
 - CEC: Follow voluntary and open participation principles but restrict decision-making power to members not engaged in large-scale commercial energy activities.
-

2.4 Governance and effective control

Is your governance structure aligned with the governance rules that qualify an initiative as an energy community according to the EU definitions?

For your reference, the EU definitions include:

- REC: Controlled by participants located near renewable energy projects owned by the community, ensuring the energy sector is not their primary economic activity.
 - CEC: Controlled by natural persons, local authorities, or small enterprises.
-

2.5 Primary purpose

Is your primary purpose aligned with the purpose rules that qualify an initiative as an energy community according to the EU definitions?

For your reference, the EU definitions state that the main purpose of energy communities should be to provide environmental, economic, or social community benefits to its shareholders, members, and/or the local areas where the community operates, rather than financial profits.

3. Legal entity is registered and based in one of the eligible countries

Is your legal entity established and operating in any of the EU-27 Member States, Iceland, Ukraine, Moldova or North Macedonia?

Note: You will be asked in the application form to submit a legal document to confirm the country you are based and operating in.

4. Commitment to take part in compulsory capacity-building activities and perform monitoring and reporting duties

Do you commit to completing the monitoring and impact measurement questionnaires and providing any requested information, as well as assigning human resources to follow the capacity building programme?

5. Use of the grant

Do you confirm that you do not plan to use the grant for infrastructure investments or fossil-fuel-based technologies?

Table 2 – ENERCOM Facility eligibility self-check questionnaire

4 Submission of the application form

If you pass the eligibility self-check, you will be able to access the application form in the Facility’s portal. For most questions, you will find some further clarification directly below the question in the application form, where we tried to clarify as much as possible any doubts that may arise.

To help you anticipate and prepare for the information the Facility will request in the application form, you will find an annotated application form in this document (Annex 1).

Should you still have questions, we encourage you to contact your national expert for further clarification.

[Contact your national expert](#)

The deadline for applications for the second call is 5 July 2026 at 17:00 CET.

Please note that each community can only submit one single application. You can enter the platform and review your application as many times as you like before submission. However, once you press “submit”, you will no longer be able to change your application.



Documents you will need for the application form

Mandatory

- **Official/legal document** proving your status as a legal entity
- **Signed letter of commitment** to answer all the monitoring and impact assessment questionnaires and participate in the capacity building programme of the Facility (signed by legal representative)

Optional

- Visual of your governing bodies and decision-making structure (e.g. organizational chart)

4.2 Annotated application form

The aim of providing you with an annotated application form is to give you a preview of the information that will be requested once you pass the eligibility self-check. To make sure questions are as clear as possible, we have added additional explanations directly in the application form. In cases where we felt it might be helpful to provide communities with further guidance, you will find it in the right-hand column of this form.

A general note: Evaluators reserve themselves the right to investigate further if they see the need, but you cannot rely on them to look for information you did not provide in the application.

If you have any questions on the application form, please do not hesitate to contact your [national expert](#).

Section 1: Applicant identification	
Question & Description	Guidance for applicants
<p>1.1 Name of your energy community</p> <p><i>What is the official name of your energy community?</i></p>	Open text box
<p>1.2 Name of legal representative</p> <p><i>Full name of the community's legal representative as stated in their ID.</i></p>	Open text box
<p>1.3 Main contact person</p> <p><i>Please provide the details of the main contact person. This person can be the same, or different from, the legal representative.</i></p>	<p>Elements to provide:</p> <ul style="list-style-type: none"> • full name (first name and last name(s)) of the contact person • e-mail address of the contact person
<p>1.4 Country</p> <p><i>Country where your legal entity is established and operates</i></p>	Dropdown list
<p>1.5 Address</p> <p><i>Official of the legal entity</i></p>	<p>Elements to provide:</p> <ul style="list-style-type: none"> • Street name and number • Postal code • City

	<ul style="list-style-type: none"> Region (if applicable/relevant)
1.6 Tax identification number	We request this information to avoid confusion between communities with the same or similar names. The tax number may have different names depending on your country (e.g. VAT number or, if you are not subject to VAT, the identification number you are given upon establishing your legal entity and which you use for invoicing and tax purposes).
1.7 Municipality size <i>Does the municipality your community operates in have more than 10 000 inhabitants?</i>	Answer options: yes/no
Section 2: Description of your energy community	
Question & Description	Guidance for applicants
2.1 Founding date <i>What date was your community legally registered?</i>	Day/Month/Year
2.2 Legal form <i>What is the legal form of your energy community?</i>	<p>Dropdown list (only one option can be selected):</p> <ul style="list-style-type: none"> Cooperative Association Limited company Other (please specify): here you will have free text to specify your legal form
2.3 Primary purpose of your energy community <i>Please describe the main purpose / reason of existence of your energy community.</i>	<p>Guiding questions:</p> <ul style="list-style-type: none"> Is your primary purpose to generate environmental, social, economic benefits? Is it to generate financial profits for your shareholders? Who benefits from these activities (local community? large investors/companies?) <p>Word limit: 2000 characters</p>
2.4 Current activities	Multiple choice list (you can select more than

<p>What activities is your energy community already involved in (not counting the project for which you are applying)? You can select more than one activity.</p>	<p>one option):</p> <ul style="list-style-type: none"> ● Aggregation of energy resources ● Building renovation ● Collective purchase actions (e.g. joint procurement of solar panels) ● Collective self-consumption at building level ● Demand response / flexibility services ● E-mobility (electric vehicles, charging infrastructure, etc.) ● Education and training activities ● Energy dialogues / climate and energy panels ● Energy distribution ● Energy efficiency services (other than building renovation) ● Energy production for selling to the market ● Energy sharing (beyond building-level) ● Energy storage ● Heating and cooling (individual or collective) ● Peer-to-peer energy trading ● Renewable energy self-consumption (individual) ● Retail energy supply ● Support or inclusion of energy poor and vulnerable households ● We don't have any activities yet ● Other: here you will have free text to specify your activity
<p>2.5 Is this your energy community's first energy-related project?</p> <p><i>The ENERCOM Facility is committed to supporting emerging energy communities as well as more established energy communities. This criterion aims to create fairer competition between experienced communities (who may score higher in some parts of the application form) and less experienced energy communities.</i></p>	<p>Answer options: yes/no</p>
<p>2.6 Types of members</p> <p><i>Please tell us who can become a member of your</i></p>	<p>Multiple choice list (you can select more than one option):</p> <ul style="list-style-type: none"> ● Citizens / natural persons

<p><i>energy community.</i></p>	<ul style="list-style-type: none"> ● Energy utilities and energy service companies (ESCOs) ● Farmers ● Housing cooperatives and social housing providers ● Large companies ● Local authorities (incl. municipalities) ● Medium-sized companies ● Not-for-profit / non-governmental organizations ● Private energy companies (including energy suppliers) ● Public energy companies (including energy suppliers) ● Small companies ● Schools/universities ● Other: here you will have a text field to specify other types of members
<p>2.7 Number of members</p> <p><i>How many and what types of members does your community currently have? Please select the types of members (you can add a new row for each type of member) and indicate the number of members for each type. If you are not sure of the exact number, please provide a close estimate.</i></p>	<p>You will be asked to share the number of members for each type of member you currently have.</p>
<p>2.8 Governance structure and decision-making processes</p>	
<p>2.8.1 What are your voting mechanisms?</p> <p><i>Please select the voting system(s) you apply in your energy community.</i></p>	<p>Multiple choice list (you can select more than one option):</p> <ul style="list-style-type: none"> ● Founders have majority vote in the board ● Some members have guaranteed representation in the board ● One member = one vote ● One share = one vote ● We have shares without voting rights ● Other: here you will have the opportunity to briefly explain your voting system
<p>2.8.2 Who can be involved in making decisions?</p>	<p>Multiple choice list based on the eligible types of members you selected in question 2.5.</p>

<p>2.8.3 Can interested members join, and existing members leave your energy community?</p>	<p>Answer options: yes/no</p>
<p>2.8.4 Please briefly describe:</p> <ul style="list-style-type: none"> • <i>the governing bodies, their roles and responsibilities</i> • <i>the rules for joining and leaving your community and for joining each governing body</i> • <i>describe how decisions are made (who makes what decisions, what consultation processes do you use, where do members need to vote)</i> 	<p>Open text box; please make sure to share all relevant information with the evaluators; evaluators will not proactively look for additional information.</p> <p>Word limit: 2000 characters</p>
<p>2.8.5 If available, you can add an organigramme of your governance structure here.</p>	<p>Allowed file types: PDF, PNG, JPEG.</p>
<p>2.9 Inclusiveness practices</p> <p><i>Do you implement or promote inclusiveness practices within your energy community? If so, please select the appropriate option and describe them. We have provided some examples in the dropdown list, but you are free to list other activities.</i></p>	<p>Multiple choice list (select as many options as apply):</p> <ul style="list-style-type: none"> • We design our communications activities so they are more easily accessible for persons with disabilities • We have a mechanism in place that allows low-income households to participate in the energy community • We make an effort to actively include women in the energy community • We offer solutions so persons with children can participate in meetings • We organise our meetings in venues that are accessible for persons with disabilities • Other <p>You will be required to briefly explain how you implement these practices in your community. Please note that only answers with descriptions will be considered. We want to avoid that applicants simply 'tick the box' in order to accumulate points. We need to understand how you implement these practices in your community.</p> <p>Word limit per practice: 500 characters</p>

<p>2.10 Core team - roles, responsibilities and previous experience</p> <p><i>Please provide a description of your energy community's core team, clearly identifying the individuals currently involved in its day-to-day operations. For each person, please specify their role, responsibilities, and relevant previous experience.</i></p>	<p>The purpose of this section is to help us understand the prior experience of your organisation and your capacity to follow through with the creation of the business plan. Please make sure to explain how the persons mentioned will be involved in the development and/or the implementation of the business plan.</p> <p>Word limit: 5000 characters</p>
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Section 3: Project description

Please note that all questions in this section relate to the specific project for which you plan to develop a business plan under the ENERCOM Facility grant. Your answers should relate exclusively to the project, not to your community's overall activities or objectives.

Question & Description	Guidance for applicants
<p>3.1 Project title</p> <p><i>Please provide a one-sentence summary or description of your project (for example "First energy community carsharing in our city").</i></p>	
<p>3.2 Project technologies</p> <p><i>What technology (or technologies) do you plan to use in the project you are applying with? You can select several technologies. Please make sure to briefly describe what you plan to do under each technology (only those technologies that are accompanied with a description will be considered). You will not receive more points for selecting more technologies.</i></p>	<p>Multiple choice list (you can select more than one option):</p> <ul style="list-style-type: none"> ● Batteries ● Biofuels ● Biogas ● Biomass ● Building renovation ● District heating & cooling ● Electric vehicles and charging stations ● Energy efficiency (excluding building renovation) ● Flexible household devices ● Geothermal ● Heat pump ● Hydropower ● Mobility (other than EVs and charging) ● Offshore wind ● Onshore wind ● Solar ● Storage ● Other: here you will have the possibility to name the other technology

	<p>Important: For each of the technologies you select, you are expected to briefly explain what you plan to do with this technology (example: We plan to install 100kW of solar power on a local school). It is important that you explain the project, as evaluators will otherwise not be able to adequately evaluate your application and might need to allocate lower scores for lack of information.</p> <p>If your project uses several technologies, make sure to explain somewhere how they will interact (if relevant).</p> <p>Word limit per technology: 1000 characters.</p>
<p>3.3 Project activities</p> <p><i>What activities do you plan to pursue with the project you are applying with?</i></p>	<p>Multiple choice list (you can select more than one option):</p> <ul style="list-style-type: none"> ● Aggregation of energy resources ● Building renovation ● Collective purchase actions (e.g. joint procurement of solar panels) ● Collective self-consumption at building level ● Demand response / flexibility services ● E-mobility (electric vehicles, charging infrastructure, etc.) ● Education and training activities ● Energy dialogues / climate and energy panels ● Energy distribution ● Energy efficiency services (other than building renovation) ● Energy production for selling to the market ● Energy sharing (beyond building-level) ● Energy storage ● Heating and cooling (individual or collective) ● Peer-to-peer energy trading ● Renewable energy self-consumption (individual) ● Retail energy supply ● Support or inclusion of energy poor and vulnerable households

	<ul style="list-style-type: none"> • We don't have any activities yet • Other: here you will have free text to specify your activity <p>Important: You will be asked to briefly explain each of the activities you select (example: The energy produced by our solar plant will be used for collective self-consumption, and the excess energy will be sold to the grid. The school is part of the self-consumption scheme, and we currently have 35 local residents interested in participating.). It is important that you explain the project, as evaluators will otherwise not be able to adequately evaluate your application and might need to allocate lower scores for lack of information.</p> <p>Word limit per activity description: 1000 characters.</p>
<p>3.4 Project vision</p> <p><i>How will your project look once it is finished? How will the community interact with it? If you use more than one technology or activity, please make sure to explain each of them.</i></p>	<p>Open text box; word limit: 2500 characters.</p>
<p>3.5 Use of grant resources</p>	
<p>3.5.1 What activities will you use the grant for?</p> <p><i>Please make sure to read the call documents carefully and that you understand what activities can be covered by the grant.</i></p>	<p>Multiple choice list (you can select more than one option):</p> <ul style="list-style-type: none"> • Buying equipment for the energy community (e.g. laptops) • Communications / stakeholder engagement activities • Hire consultants for the development of the business plan • Infrastructure investments (e.g. solar panels) • Pay staff for the development of the business plan • Technical studies <p>Other: here you will be able to specify what activities you foresee</p>
<p>3.5.2 Please specify approximately how you</p>	<p>We do not expect you to have the full budget</p>

<p>plan to split the grant (approximate amounts or percentage)</p>	<p>established, it is more to get a sense of whether you have already thought through the use of the grant beyond 'we will get money to develop a business plan'.</p> <p>Word limit: 1000 characters.</p>
<p>3.6 Implementation plan and timeline</p> <p><i>Please briefly describe how you plan to achieve the objectives of your project, outlining key steps you foresee and a rough timeline (for the 2-5 years beyond the development of the business plan).</i></p> <p><i>Please also describe who will be involved in the development of the business plan and of the project. We understand that the purpose of the business plan is to elaborate this in detail; this question is to get a sense of whether you have thought about your project beyond the initial inspiration. You can provide the timeline either in text format or as a visual.</i></p>	<p>Word limit: 2500 characters.</p> <p>Option to upload a visual. Allowed file types: PDF, JPEG, PNG.</p>
<p>3.7 Stakeholder engagement strategy</p> <p><i>Describe your strategy for engaging your members as well as relevant actors from outside your community. Please be as specific as you can and make sure to include:</i></p> <ul style="list-style-type: none"> ● <i>Identification of relevant stakeholders</i> ● <i>Their needs and expectations</i> ● <i>Your engagement approach</i> ● <i>Any stakeholder engagement activities already conducted</i> <p><i>While a fully detailed plan is not required at this stage and its absence will not be penalized, your response will help us understand the level of analysis and preparation you have carried out—and how this may affect the feasibility and success of your project's implementation.</i></p>	<p>In addition to your readiness to implement a project in the local community, this question will help evaluators get an indication of how well developed your democratic governance is.</p> <p>Word limit: 5000 characters.</p>
<p>3.8 Expected size of investment</p> <p><i>Please provide an estimate of the investment size you expect for the implementation of your project (not including the ENERCOM grant for the development of the business plan). Please note that a larger investment will not give more points</i></p>	

<p><i>in the application; it is merely for us to have an idea of the expected investment size.</i></p>	
<p>3.8.1 Please briefly explain your reasoning behind this estimate.</p>	<p>We do not expect you to have a fully clear picture on the investment. This question is mostly to see whether you have already carried out any initial research.</p> <p>Word limit: 500 characters.</p>
<p>3.9 Funding sources</p> <p><i>Please explain how you expect to finance your project once you have finalized the business plan, specifying the funding sources you intend to use. Again, we appreciate you may not have a full picture, this is to get a sense of how advanced you are in your research.</i></p>	<p>Word limit: 3000 characters.</p>
<p>3.10 Project feasibility</p> <p><i>What difficulties do you expect with the implementation of your project (e.g. technical feasibility, financing, stakeholder engagement, internal capacity, legal context), and what potential mitigation measures do you already see for these challenges? Please be as specific as you can with the elements you identify (e.g. "problems with obtaining permits" rather than "legal issues"). We understand that you cannot have a full risk analysis at this point, the purpose of this question is to get an understanding of your knowledge of the context and your approach to solving problems.</i></p>	<p>You will have one text box to outline the challenges/risks, and one to outline any ideas for potential mitigation measures you may already have.</p>
<p>Section 4: Local context</p>	
<p>Question & Description</p>	<p>Guidance for applicants</p>
<p>4.1 What local challenges do you face, and how does your project try to address them?</p> <p><i>Select the challenges in your community, and explain in the open text box each challenge and - if applicable - how your community or this project tries to address them.</i></p>	<p>Multiple choice list (you can select more than one option):</p> <ul style="list-style-type: none"> ● Access to clean energy ● Access to transportation ● Affordable energy ● Keeping profits of renewable energy production in the local community ● Traffic congestion ● Weak local economy / people moving away for lack of professional

	<p>opportunities</p> <ul style="list-style-type: none"> • Poorly insulated homes / high heating or cooling needs • Other: here you will have the possibility to explain which other <p>For each element selected, you will be asked to provide a brief description and, if applicable, how your project will help address this need.</p> <p>Word limit per option selected: 500 characters.</p>
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<p>4.2 Pioneering in the local context</p> <p><i>How is your project different from what is already available in your local context? This can be related to your technology, but also to the way you plan to do things (for example, if you are the first energy community in your municipality, or you have a particular social or financial model, make sure to mention this here).</i></p>	<p>Think about any way in which your community could be considered a pioneer, and explain it in the application form.</p> <p>Word limit: 2000 characters.</p>
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Section 5: Expected impact

Question & Description	Guidance for applicants
<p>5.1 Expected energy impacts</p> <p><i>Please select which of the following impacts your project will generate and provide a rough estimate for each of the relevant impacts, along with a brief explanation of how you generated these numbers. We understand this is a preliminary figure, and it does not need to be exact.</i></p>	<p>Options (answer depending on what applies):</p> <ul style="list-style-type: none"> • Energy savings (kWh/year) • Renewable energy production (kWh/year) • Storage capacity/purpose (options: absorb peak production, maximise self-consumption, store when the market offers negative prices) • Storage capacity (kW) <p>Please note that higher impact numbers will not give you a higher score. It needs to be coherent with your project description.</p>
<p>5.1.1 Please briefly explain your estimations as much as you can.</p>	<p>This will help the evaluators get an idea of what you based your impact estimations on / how realistic they are. As mentioned on the previous question, higher impacts will not give you a higher score. The score on impacts</p>

	is based more on whether impacts are realistic given the project description. Word limit: 1000 characters.
<p>5.2 Replication / upscaling potential</p> <p><i>Does your project have the potential to be scaled up or replicated in other contexts or communities (this can be at local, regional, national or EU-level)? If so, please briefly describe how and under what conditions this could happen.</i></p>	Word limit: 2500 characters.
<p>5.3 Re-investment of economic benefits</p> <p><i>Does your community plan to reinvest the economic benefits generated by your project? If so, please describe your strategy, including if you plan to distribute gains to your members, or, if relevant, if funds may be allocated to support the community, enhance project sustainability, or finance future initiatives.</i></p> <p><i>We are aware that new projects in particular will need time for the investment to be recovered. The aim of this question is to understand how your community plans to use any potential profits from this project for the benefit of the wider community in your area (beyond your membership).</i></p>	Word limit: 2500 characters.
Section 6: Required documents	
Subsection	Additional guidance for applicants
<p>6.1 Proof of legal status</p> <p><i>Please upload an official document proving your legal establishment in your country of operation, such as a registration certificate, an extract from the national business registry, or equivalent proof.</i></p>	The document can be submitted in your national language.
<p>6.2 Signed letter of commitment to answer all the monitoring and impact questionnaires and complete the mandatory capacity-building programme.</p> <p><i>Please upload the letter of commitment, duly signed by the legal representative, confirming your participation and agreement to complete all monitoring and impact questionnaires, using the</i></p>	

template provided on the platform.	
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Table 3 – Annotated application form

4.3 Top 10 mistakes from the first call for applications

1

Not complying with the EU definitions of RECs and CECs

Some applicants described governance mechanisms that are not in line with the EU definitions. In some cases, the governance mechanisms weren't described clearly enough, which left room for doubt. **Please make sure to clearly explain your governance system, and to outline how you ensure democratic governance. Evaluators will base their evaluation exclusively on the information provided in the application form. Evaluators will not review the legal document for contents, only as proof of legal entity.** Please note that being recognised as an energy community in your country does not translate into automatic compliance.

2

Insufficient or invalid proof of legal entity

Some communities submitted documents that do not allow evaluators to assess the legal status. **Proof of legal entity must be provided by uploading an official document to the application.** This can be for example official association or business registry extracts, statutes with an official stamp, an extract from the national energy community register, or proof of registration with an energy regulator. Please note that statutes without an official stamp will not be accepted. **If you have any doubts about whether the document you plan to use will be accepted, please contact your national expert.** Please note that the **ENERCOM Facility only accepts fully established legal entities.** The proof of legal entity can be submitted in national language.

3

Information provided in national language

Some applicants answered one or several questions in their national language. **As stated in section 3.4 of the [Call for Proposals](#), the application must be submitted English; if you provide even one answer in another language, your application will be disqualified.**

4

Not using the exact templates provided by the Facility

In some cases, applicants provided the letter of commitment in a different format or formulation than the one provided by the Facility, or without the signature from the legal representative.

Make sure to use the [exact template provided by the Facility for the Letter of Commitment](#) and to ensure the letter is signed by your legal representative.

5

Planning to use the grant outside of its intended scope

The ENERCOM Facility provides lump-sum grants for the development of business plans, and any activities that support this aim. **The Facility grant can only be used for the activities listed in 2.1.3 (What can be financed) of the [Call for Proposals](#).**

6

No clear project description

Many communities answered the question describing their community (as the broader project), leaving the evaluators with little information on what the actual project for which they wanted to develop a business plan was. The application form has been revised to more explicitly encourage applicants to provide this information. Make sure to clearly describe the basic structure of your project in questions 3.2, 3.3 and 3.4.

7

Not providing sufficient information in the application form

Applicants sometimes did not provide sufficient information for the evaluators to make an informed assessment. Examples:

- stating that they planned inclusive practices or reinvestments without including any information on what they were planning or already doing;
- providing minimal detail on governance structure and democratic principles; descriptions should include information about the governance structure, decision-making processes and concrete mechanisms ensuring democratic participation;
- not clearly outlining the core team members' roles in the development and/or implementation of the business plan, as well as their relevant experience

Evaluators will only be able to evaluate your application on the information you provided. Make sure you include all relevant information in your answers.

8

Weak link between community needs, proposed actions, and expected impacts

One of the elements evaluators consider is coherence between the community needs, the proposed actions, and the impact expected on the community (not just in terms of renewable energy production or energy savings). **Please make sure to clearly describe the needs of the local community and how your project addresses these needs.** In addition to the questions on local context (section 4 in the application form), consider outlining in the stakeholder engagement question (3.7) as much as you can the stakeholder needs and answer in section 4 how your project may contribute to addressing these needs. The project does of course not need to address all needs that you identified.

9

Not showcasing their 'innovative' character

Some projects did not clearly explain the way in which their initiatives were innovative/pioneering in their context. Please make sure you explain in question 4.2 of the application form how your project is different from what is already available in your local context. If you are the first energy community in your context or implementing a community project which is the first of its kind in some way (including social or financial pioneering), make sure you explain it.

10

Long answers with little focus

Sometimes, applicants provided very long answers without providing much information in them. The application form for the second round introduced word limits to encourage participants to stick to the relevant information, and provide even clearer instructions on what information evaluators will be looking for. In this context: long answers were sometimes generated by AI without providing the key information requested. **If you are using AI, please make sure to review the text it generates to make sure all key elements are actually included and that the text reflects what you want to convey. Please make sure to include all important elements in your answers.**

5. Evaluation of the applications

After the **submission deadline (5 July 2026 at 17:00 CET)**, the ENERCOM Facility's independent evaluators will review all applications received and score them according to clear and specific evaluation criteria.

5.1 Eligibility check

In a first instance, evaluators will confirm the eligibility of all applicants, by verifying the following elements:

- **Legal entity:** Proof of legal entity must be provided by uploading an official document to the application. The proof of legal entity can be submitted in the national language.
- **Operation in an eligible country:** The country of operation indicated by the applicant must be in the EU-27, or Ukraine, Iceland, Moldova or North Macedonia.
- **Compliance with the EU definitions:** The activities, governance mechanisms and membership criteria described in your application must comply with the EU definitions for energy communities (see point 2 in the table provided in section 4.1, step 3 in this document). **Make sure to be as clear as possible in your descriptions, do not assume any prior knowledge of the evaluators of your legal form or your community.**
- **Commitment to take part in compulsory capacity-building activities and perform monitoring and reporting duties:** Evaluators will check that the letter of commitment is signed by the legal representative and uses the template provided by the Facility.
- **Use of the grant:** Evaluators will check if the use of the grant is for the development of a business plan, and that the community does not plan to use it for infrastructure investment or fossil-fuel technologies. Please make sure to check sections 2.1.3 and 2.1.4 in the [Call for Proposals](#) on eligible and ineligible costs.

5.1.1 What happens if you do not pass the eligibility check?

If your community does not meet one or several of the eligibility criteria, you will receive a notification stating which criteria you did not pass, along with a brief clarification why this was the case. This notification will be sent along with all feedback e-mails to applicants once the evaluation is finalized, by October 2026.

Please note: The eligibility check is based exclusively on the information you provide in your application form. If your community is eligible but you did not provide the necessary information to evaluators in your answers (not the legal documents but the actual application form), know that we cannot take into consideration any information or clarification provided after the application deadline.

5.2 Scoring of the applications

If your community passes the eligibility check, evaluators will score your application based on the following evaluation criteria:

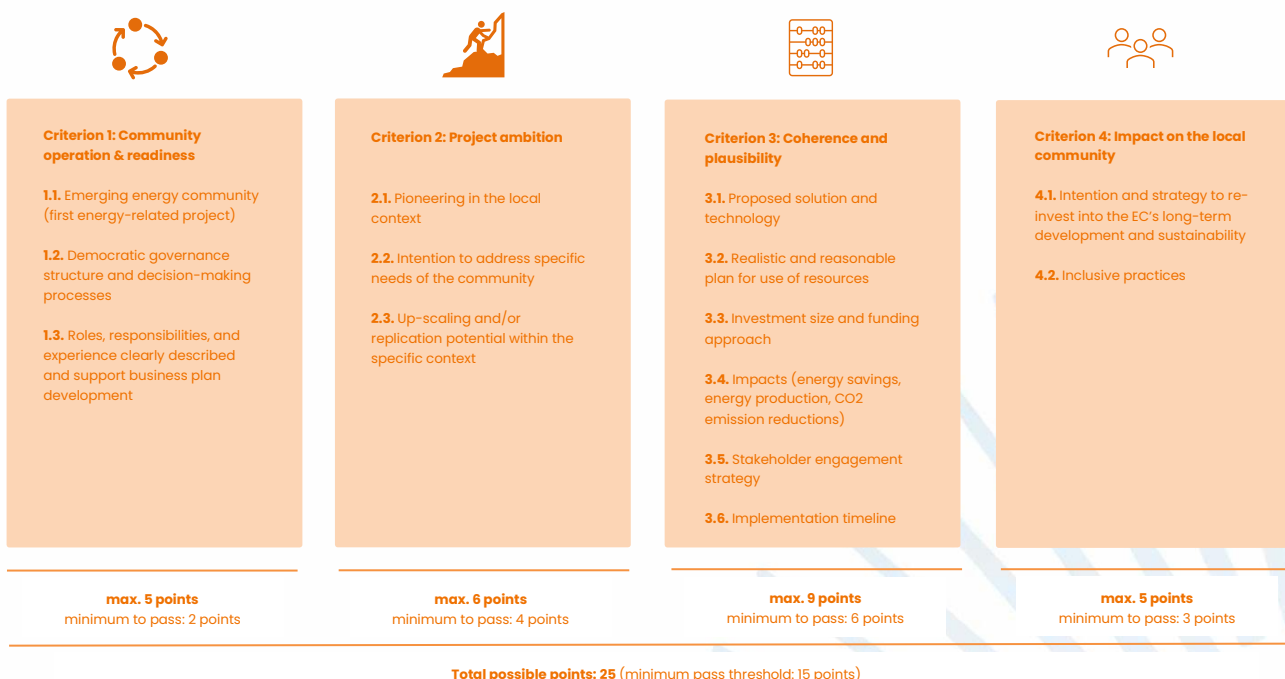


Figure 3 – ENERCOM Facility evaluation criteria and scoring system

As stated in section 3.3 of the [Call for Proposals](#) (evaluation criteria), the minimum pass score for an application is 15 out of 25 points. In addition, proposals need to reach the minimum pass threshold under each criterion in order to be considered for the grant.

5.2.1 What elements could disqualify my application?

The following elements will result in a disqualification from the selection process:

- **Infrastructure/equipment investments are not eligible under the LIFE CET grant.** Any applications that mention that they will use part of the Facility's grant

to invest in infrastructure will be removed from the evaluation process.

- **As stated in section 3.4 of the Call document (how to apply), the application must be submitted in English.** If the application contains an answer in a language other than English, the application will be disqualified.
- **If the application does not focus on the development of a business plan, the application will be disqualified.** We understand that some activities – while not explicitly linked to the development of the business plan – will support the development of the plan, and this is acceptable. It needs to be clear however from your application that you do intend to use the grant for the development of a business plan, and that a significant share of the grant is used to achieve this goal.
- **Proof of legal entity** can be for example official association or business registry extracts, statutes with an official stamp, an extract from the national energy community register, or proof of registration with an energy regulator. Please note that statutes without an official stamp will not be accepted. **If the document proving your legal entity status does not comply with the requirements, it will be considered invalid.** As a result, your application will be rejected. Only fully established legal entities are eligible under the ENERCOM Facility. For informal groups, communities or local authorities in the process of setting up their legal entity, we recommend that you explore other support programmes such as the [Citizen Energy Advisory Hub \(CEAH; the next call for receiving technical assistance will open in September 2026\)](#), the [Energy Poverty Advisory Hub's technical assistance programme](#), the [European Investment Bank](#), or the [Outermost Regions' advisory tool](#).
- **As stated in section 3.2 of the [Call for Proposals \(eligibility criteria\)](#), applicants need to provide a signed Letter of Commitment using the [template](#) provided by the ENERCOM Facility.** If the Letter of Commitment is not signed or the Facility template is not used, your application will be disqualified.

5.3 Feasibility check

As a third step, national experts will step in to review the highest-scoring communities in light of

- their compliance with the national/local definition of energy communities
- the plausibility of the proposed solution in the local/national context
- the coherence of the stakeholder engagement approach to support project implementation
- the coherence and plausibility of the implementation timeline.

National experts will flag proposals for which they have concerns on the points above to the independent evaluators, explaining their concerns. **National experts do not have any decision-making power in the final ranking of the applications.**

Based on the feedback by the national experts, the ENERCOM Facility's independent evaluators will have the option to review (or not) their original scoring. After that, they will **establish a final ranking of potential beneficiaries.**



6. Results

6.1 Communication to applicants

The Facility will communicate results to all applicants by October 2026.

Ineligible applications	Will receive a notification that their application was considered ineligible, explaining which eligibility criterion or criteria a they did not meet.
Eligible applications not selected	Full evaluation report, including application score and feedback.
Eligible applications that were selected for the grant	Full evaluation report, including application score and feedback.

Table 4 – ENERCOM Facility feedback to applicants

6.2 Appeals

As stated in section 3.6 of the [Call for Proposals](#), if you want to appeal the decision on your application, you will need to submit an appeal form. The link to the appeal form will appear next to your application in the applicant portal in case your proposal was rejected. Appeals must be submitted within 5 working days after the notification e-mail about the evaluation results has been sent by the ENERCOM Facility.

Appeals submitted via e-mail will not be taken into consideration.

6.3 Public communication of results

Once all successful applicants have confirmed their acceptance of the grant (see section 3.5 in the [Call for Proposals](#)), the Facility will communicate the list of beneficiaries of the second call.

7. What is expected of successful applicants?

Successful applicants become **beneficiaries** of the ENERCOM Facility.

7.1 Signing of the grant agreement

After receiving notification of their acceptance, beneficiaries will receive a Beneficiary Identification Form (BIF), in which they will need to confirm the following data:

- Contact details of the person who will act as main contact and receive all information about the Facility
- Contact details of the legal representative who will be in charge of signing the grant agreement
- Legal address of the energy community
- Name and address of the bank where to issue the payment
- IBAN
- BIC/SWIFT code.

Beneficiaries will have 2 weeks after notification of the results to complete the BIF. **If you are accepted and do not submit the BIF within 2 weeks from receiving the request, your grant will go to the next community in the reserve list.**

The information provided via this form will be used to generate the grant agreement. Once the grant agreement is ready, communities will receive a notification and a request to sign the agreement. Signature will need to happen within 2 weeks of the receipt of the grant agreement.

7.2 Completing the business plan and capacity-building activities

The ENERCOM Facility provides lump-sum grants to energy communities. This means that we will not check how exactly you spent the money. The only requirements for receiving the first and second payment are:

- Completing the business plan
- Participating in the Facility's capacity-building activities
- Completing the monitoring questionnaires

The capacity-building activities are composed as follows:

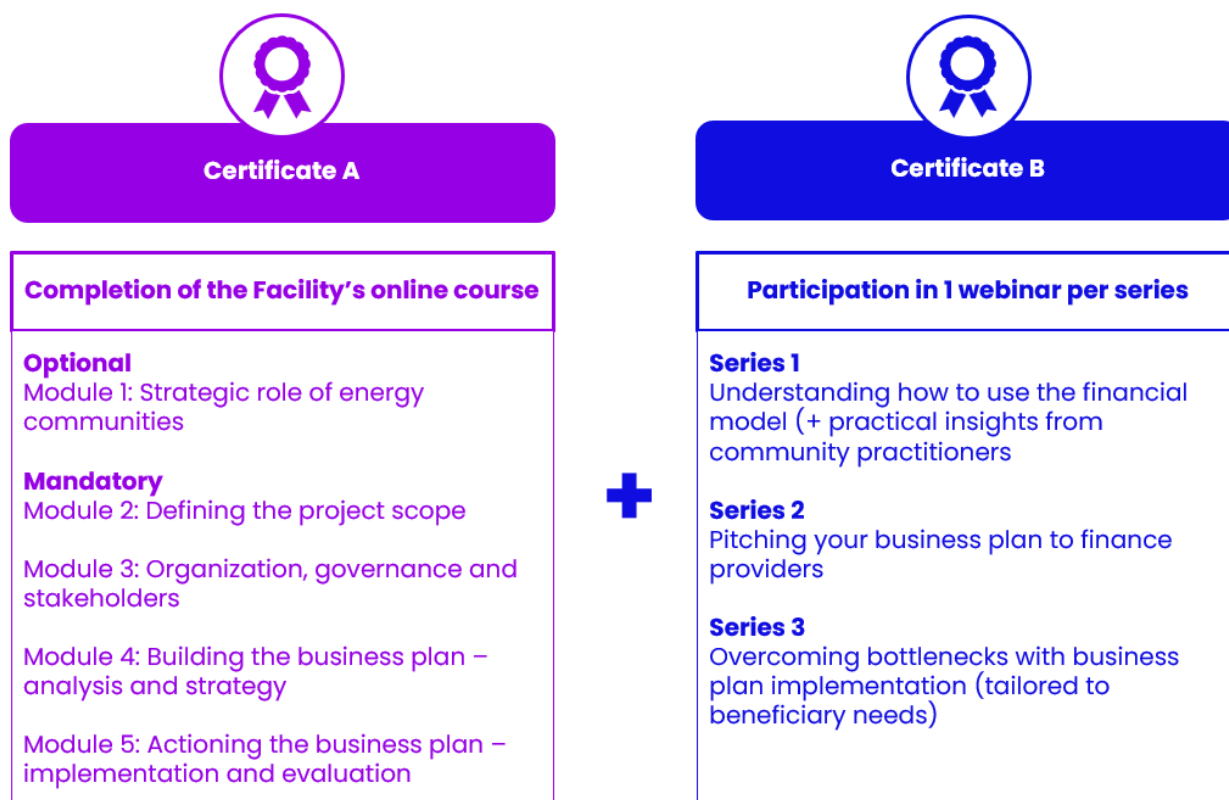


Figure 4 – ENERCOM Facility capacity-building activities

The requirements for the business plan and to receive the payments are the following:

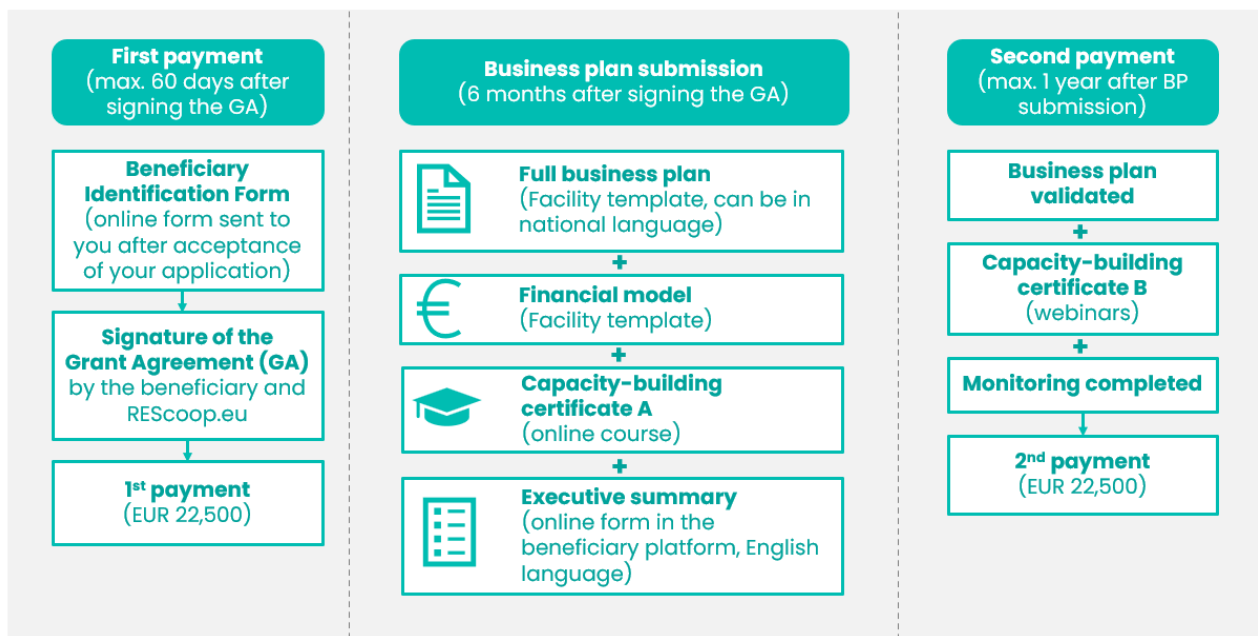


Figure 5 – ENERCOM Facility requirements of beneficiaries

7.3 Monitoring and impact assessment surveys

Beneficiaries are expected to complete the following monitoring and impact assessment surveys during their collaboration with the Facility:

- **Monitoring of business plan development:** This will happen 3 months into the development of the business plan. The main purpose of this monitoring exercise is to understand where you might be stuck, and tailor some of the capacity-building activities to your needs.
- **Establishing the implementation monitoring baseline:** The business plan will require you to establish some baseline data, which you will later be asked to update during the monitoring period.
- **Implementation monitoring:** Beneficiaries are expected to provide an update on the progress on some parts of the business plan 6 months after submission of the business plan. We know that in many cases, not much progress will have been made, and the progress is not a requirement for receiving the second payment. Completing the monitoring survey however is mandatory to receive the payment.

8. Payment schedule

1 st payment	EUR 22,500	Max. 60 days after signing the grant agreement
2 nd payment	EUR 22,500	Max. 1 year after business plan submission; latest by summer 2028

Table 5 – ENERCOM Facility payment schedule

9. Further information, support and FAQs

Before submitting your application, we strongly recommend reviewing the [Call for Proposals](#) and the Frequently Asked Questions ([FAQs](#)) available on the ENERCOM Facility [website](#). Applicants are also encouraged to consult the calendar of national information sessions, which will be held in local languages by the national experts. Details on these sessions will be published on the [events](#) tab on the website.

For specific queries, applicants are encouraged to contact their respective [national expert](#). A dedicated [helpdesk](#) is also available to provide support in national languages. Questions may be submitted in the applicant's local language.

Annex 1: Letter of commitment template



Letter of commitment

I, the undersigned, [Name and Surname], in my capacity as [Legal representative title, e.g. President, Director] of [Full legal name of the Energy Community or Organisation], hereby confirm our formal commitment to the **European Energy Communities Facility**.

In particular, we commit to:

- Actively participate in the activities of the Facility as described in our proposal and the guidelines of the call;
- Implement the validated Business Plan developed with the support of the Facility to the best of our ability and in line with our organisational objectives;
- Submit all required surveys and information related to the implementation and impact of the Business Plan, as requested by the Coordinators of the Facility;
- Cooperate in monitoring and evaluation activities after the completion and validation of the Business Plan, including providing timely and accurate data regarding implementation progress, investment mobilisation, and outcomes achieved.

We understand that the submission of these surveys is essential to support the assessment of the impact of the Facility and the effectiveness of the support provided.

This commitment is made with full awareness of its implications and with the authority to represent the above-mentioned Energy Community.

Signed in [City], on [Date]

Signature:

[Full name]

[Position / Title]

[Energy Community Name]

[Official stamp, if available]

A stylized sunburst logo consisting of a semi-circle of thin white lines radiating from a central point, positioned to the left of the text.

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