

Organiser guide

How to run the "Communally energetic" self-assessment

A short facilitator guide for energy communities

Use alongside the member questionnaire PDF

Developed by ThInk E
for the Every1 project

every1.energy

What this game is for

The "Which member is the most communally energetic?" self-assessment helps your energy community look inward. Members rate their own engagement across five topics; scores are then compared against the community-specific targets that YOU, the organiser, set in advance.

Used well, it sparks honest conversations about who carries the community, which topics need attention, and which Every1 learning materials would help. It is NOT a tool to rank or shame individuals — use the results to start a discussion, never to judge.

The five topics

- **Energy initiatives** — Active participation in projects, events and workshops.
- **Governance** — Attending meetings, voting, understanding decisions, willingness to lead.
- **Inclusion** — Welcoming new members, supporting diverse backgrounds and members facing challenges.
- **Non-financial goals** — Environmental impact, education, social cohesion, behaviour change.
- **Financial viability** — Paying on time, understanding the model, contributing to budgeting & fundraising.

What you need

- About 30-40 minutes per member to complete the questionnaire and review their score.
- A community meeting (in person or online) of 60-90 minutes for the group discussion.
- The member questionnaire PDF and this guide.
- Pen and paper or a PDF reader (the form fields can be typed into on screen).

Run the assessment in 5 steps

1. Set your community's targets

Open the member questionnaire PDF in any PDF reader. On the scorecard page, type your community's target into each "Community target" cell — a value between 0 and 20 for each of the 5 topics, and the overall total (out of 100). Aim for **AMBITIOUS BUT REALISTIC** numbers, agreed by your community council or board. See the next page for suggested ranges. Save the file once you are happy with the targets, then share it with members.

2. Share the questionnaire with members

Distribute the saved PDF to every member by email, in a shared drive, or printed on paper. Give members at least one week to complete it. Make it clear that responses are **PRIVATE**: each member keeps their own form. The goal is reflection, not surveillance.

3. Members self-assess

Each member ticks one box per statement (1 = Strongly disagree, 5 = Strongly agree), sums their 4 answers per topic, fills the "YOUR SCORE" column, plots their points on the radar chart, and reads the recommended Every1 learning materials for their weakest topics.

4. Collect aggregate insights — anonymously

Ask members (voluntarily) to share their topic scores **ONLY** — no names, no individual answers. A simple online form or a paper drop-box works. Average the topic scores across all respondents to see where your community as a whole sits versus your targets.

5. Discuss in a community meeting

Hold a 60-90 minute community meeting. Project the aggregate radar chart and walk through each topic. For every topic below target: ask what would help, agree on one concrete action, and point members to the Every1 resources listed in the questionnaire's "Where to learn more" section.

Facilitation tips & pitfalls

Suggested target ranges

Use these as a starting point — pick the column that matches your community's maturity.

| Topic | Starting | Maturing | Mature |
|-----------------------------|-----------------|-----------------|-----------------|
| 1. Energy initiatives | 10 / 20 | 13 / 20 | 16 / 20 |
| 2. Governance and democracy | 11 / 20 | 14 / 20 | 17 / 20 |
| 3. Inclusion | 10 / 20 | 13 / 20 | 16 / 20 |
| 4. Non-financial goals | 12 / 20 | 15 / 20 | 18 / 20 |
| 5. Financial viability | 11 / 20 | 14 / 20 | 17 / 20 |
| Overall | 54 / 100 | 69 / 100 | 84 / 100 |

Do's

- Treat the assessment as a mirror, not a measuring stick.
- Set targets WITH your members (e.g. at an AGM), not unilaterally.
- Repeat the exercise once a year and look at the trend, not single scores.
- Celebrate topics where the community is strong, even those near the floor.
- Use the Every1 learning materials section to follow up on weak topics.

Don'ts

- Don't share individual scores publicly. Aggregate only.
- Don't use the score to allocate rights or fees within the community.
- Don't set the target at "perfect" (20/20) — leave room for growth.
- Don't skip the discussion meeting. The numbers without dialogue are noise.

Resources & attribution

Open educational resource of the Every1 project.

Helpful Every1 materials for your community

- *Learning pathway: Foundations of Energy Communities*
every1.energy/knowledge-hub
- *Learning pathway: Engaging and Participating in Energy Communities*
every1.energy/knowledge-hub
- *Engagement package: Energising the Energy Community*
every1.energy/learning-materials
- *Engagement package: Empowering the Energy Consumer*
every1.energy/learning-materials
- *Information booklet: What is an energy community and why should I join?*
every1.energy/learning-materials
- *Case study: Empowering Citizens Through Energy — Hindelang Cooperative*
every1.energy/learning-materials
- *Video: Digital Inclusion in the Digital Energy Transition*
every1.energy/learning-materials
- *Knowledge Hub: Every1 Knowledge Hub Guide (PDF)*
every1.energy/pubreports

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Authorship

Author: Th!nk E. Project consortium: Flux50, The Open University, Eworx, Th!nk E, Joanneum Research, Steinbeis 2i GmbH, INESC TEC, TU Eindhoven, RdA Climate Solutions, International Cleantech Network, and ICCS/NTUA.