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I. Executive Summary

In this period pilot projects batches three and four were approved. 3E had numerous meetings with partners on pilot projects. Six Letters of Commitment (LOCs) were signed in this period for the following Pilot Projects: Olovo Schools, Banja Luka Student Center, Bihać Cultural Centre, Bijeljina Street Lighting, Trebinje Street Lighting and Srebrenica Street Lighting. Seven inaugurations of Pilot Projects also took place in this period: Tuzla Pazar School, Mostar High School “Gimnazija”, Travnik Municipality Building, SOS Kindersdorf Gračanica, Prijedor Primary School, 20 houses in Sarajevo and Tuzla Region and Bihać Cultural Center. All of these events were extensively covered by the media.

Seven EE library launch events were organized in this period, in the American Corners in Bihać, Tuzla, Banja Luka, Doboje, Trebinje, Zenica and Mostar. The EE Library consists of seven educational publications that are a valuable reference and information resource to all those who are interested in Energy Efficiency and/or are professionally related to the field. Five Courses on Energy Management in buildings and Green Office practices were held in Sarajevo, Mostar, Tuzla, Banja Luka and Bihać.

The main event in the area of Raising Public Awareness was the organization of the EE Festival, which took place June 5-10, 2012. The aim of the six-day Energy Efficiency Festival, which included 14 events, was to raise awareness of energy efficiency and popularize the Festival theme through interesting and inclusive events. The citizens of Sarajevo and BiH had a chance to attend cultural and entertaining events, concerts, street fairs, sport events, art exhibitions and movies that carried the theme of Energy Efficiency, Renewable Energy and Environmental Protection. The EE Festival was a new approach for promoting energy efficiency that included citizens of all ages.

Solicitations were issued for Bijeljina, Srebrenica and Trebinje Street Lighting Projects; Gračanica SOS Children’s Village Pilot Project; the Students’ Dormitory “Nikola Tesla” in Banja Luka; and Prijedor Elementary School Branko Ćopić.

USAID 3E presented its activities at five events in this period: the Green Economy Seminar in Sarajevo, Energy Days in Travnik, “Days of Energy Efficiency in Buildings” within the SAGRA Fair in Sarajevo, at the International Fair “ZEPS 2012” in Zenica and at the Prijedor Energy Days in Prijedor. The aim of these events was to raise public awareness of renewable energy and energy efficiency by promoting "green entrepreneurship" and the wise use of energy.

On December 18, 2012, the Memorandum of Understanding (MOU) was signed by USAID, GIZ, UNDP and the Delegation of the European Union to Bosnia and Herzegovina/EU Special Representative Office to commit to donors’ cooperation on energy efficiency in Bosnia and Herzegovina. The MOU is significant because it articulates the four donors' intentions to work closely together and coordinate their efforts on enhancing energy efficiency in Bosnia and Herzegovina. Cooperation

continued between USAID, UNDP, GIZ and EUSR, following up on the signed Memorandum of Understanding, and meetings were held to discuss the current activities each donor is undertaking pursuant to the signed MOU.

II. Project Progress in Year Three

A. Task Objective 1: Support development of initiatives and technologies

#	Pilot Project	Batch	Status	Inaugurated	M&V ¹
1	Sarajevo Mechanical Engineering Faculty (MEF)		Completed	Yes	Completed
2	EE Reconstruction of houses	1	Completed	Yes	Completed
3	Mostar High School "Gimnazija"	1	Completed	Yes	Completed
4	Tuzla Primary School "Pazar"	1	Completed	Yes	Completed
5	Foca Low Income Housing	2	Completed	Yes	Completed
6	Rogatica Low Income Housing	2	Completed	Yes	Completed
7	Gradiska Kindergarten	2	Completed	Pending	In progress
8	Livno Sport Hall	3	Completed	Pending	In progress
9	Bihac Cultural Center	3	Completed	Yes	In progress
10	Gracanica SOS Childrens Village	3	Completed	Yes	In progress
11	Olovo schools	3	In progress		
12	Prijedor Primary School	3	Completed	Pending	In progress
13	Travnik Municipality Building	4	Completed	Yes	In progress
14	Trebinje Street Lighting	4	Completed	Pending	In progress
15	Bijeljina Street Lighting	4	Completed	Pending	In progress
16	Srebrenica Street Lighting	4	Completed	Pending	In progress
17	Banja Luka Student Center	4	In progress		

Pilot Projects

Batch 1

- Tuzla, Primary School Pazar
 - The USAID 3E Chief Engineer, inspected the system for remote reading of energy consumption installed at the Pazar Elementary School. Some minor issues remained to be resolved for the system to be fully functional, which were, in fact, resolved subsequently.

¹ M&V – Monitoring and Verification of pilot project energy savings

- Mostar Gimnazija
 - The USAID 3E Chief Engineer, inspected the system for remote reading of energy consumption installed at the Mostar Old High School. The system was fully functional.

Batch 2

- Gradiška Kindergarten Lepa Radic
 - The USAID 3E Chief Engineer, inspected the system for remote reading of energy consumption installed at the Lepa Radic Kindergarten in Gradiška. Some minor issues remained to be resolved for the system to be fully functional.

Batch 3

- Gračanica Kindergarten SOS Village
 - The USAID 3E Chief Engineer met with the Director of Gračanica SOS Children's Village to discuss the planned installation of solar thermal collectors and the associated piping and repair of wooden windows.
 - The USAID 3E Chief Engineer, supervisor of works and representative of the Subcontractor inspected the works done on the repair of windows for two houses at the SOS Children's Village in Gračanica. The supervisor of works deemed that the works were fully accomplished according to the requirements of the contract, and an Acceptance of Works was signed.
 - USAID 3E, the supervisor of works and representatives of the subcontractor Fudo-Mont inspected the installed solar water heating system for two houses. All the equipment and works required by the contract were installed and functioning properly.
- Livno Sport Hall
 - USAID 3E signed a Subcontract for LOT 1, Reconstruction of the building envelope to improve thermal characteristics of the building, with the firm Saplast d.o.o Sarajevo. The Subcontract was signed on July 10, 2012.
 - USAID 3E signed a Subcontract with Dvokut Pro Sarajevo, for LOTs 2-6, on July 13, 2012. The Lots are: Lot 2. Reconstruction of the radiator heating system; Lot 3. Reconstruction of the A/C system; Lot 4. Construction of a 2-pipe heating supply line; Lot 5. Purchase and installation of a heating substation; and Lot 6. Reconstruction of the domestic hot water heating system.
 - The USAID 3E Chief Engineer, supervisor of works, the representative of the Subcontractor and the representative of the Municipality inspected the progress of works on the school sports hall. The largest portion of the heating pipeline was laid in the ground, ready for pressure testing; the old air handling unit (AHU) was removed and the space prepared for the installation of the new AHU once it arrived; the air ducts have been cleaned; the radiators found to be leaky and beyond repair were removed and the others repaired and painted; the fans are also repaired. The work on

the façade started on the day of the visit, with the large glass area being removed and replaced.

- USAID 3E, the appointed supervisor of works and representatives of the subcontractor Dvokut inspected the works in the Sport Hall building in Livno. All the equipment and works required by the contract were installed and functioning properly. The works performed by Saplast, the other subcontractor for the project in the Sport Hall in Livno, were also inspected, and it was concluded that all the equipment and works required by the contract were installed properly.
- The USAID 3E Chief Engineer, representatives of the subcontractor VmS Group and the supervisor of works inspected the completed system for remote reading of energy consumption and verified that all required hardware and software components had been installed and were functioning correctly.
- Olovo Primary and Secondary Schools
 - The USAID Enterprise Energy Efficiency (3E) Project signed a Letter of Commitment with Caritas Switzerland, the Zenica-Doboj Cantonal Ministry of Education, Science, Culture and Sport and Olovo Municipality, to participate in the Energy Efficient Pilot Project for a high efficiency heating system in the elementary school “Olovo” and high school “Musa Ćazim Ćatić” in Olovo. In a Letter of Commitment, signed by USAID 3E, Caritas Switzerland, Zenica-Doboj Cantonal Ministry of Education, Science, Culture and Sport and Olovo Municipality, it was agreed that an Energy Service Company will provide heating for both schools by constructing a new biomass boiler house and heating pipeline. The construction of the boiler house and heating pipeline was to be financed by USAID 3E through a grant and Caritas Switzerland through a loan.
 - USAID 3E, a representative of Suisse Caritas and representatives of the subcontractor Dvokut inspected the progress of works of the pilot project in Olovo. They found that construction of the boiler house had started but no mechanical or electrical equipment had yet been installed.
 - USAID 3E signed a subcontract with VMS d.o.o. company for a “turn key” project for systems for remote reading of energy consumption for Olovo, Livno and Travnik Pilot Projects on February 5, 2013. The offer from VMS d.o.o. was selected as the best offer.
 - The USAID 3E Chief Engineer met with the representatives of subcontractor VmS Group Sarajevo to view the two schools in Olovo and the Sports Hall in Livno to define the details for the installation of the system for remote reading of energy consumption.
 - USAID 3E Chief Engineer, representatives of the subcontractor VmS Group and the supervisor of works inspected the completed system for remote reading of energy

consumption and verified that all required hardware and software components had been installed and were functioning correctly.

- Bihać Art School
 - USAID 3E, UNDP representatives, the supervisor of works and representatives of the subcontractor inspected the facade insulation works and installation of windows that were being completed on the Bihać Cultural Center Complex Pilot Project. The pace and quality of the works being implemented were satisfactory. The solicitation for the biomass (pellet) fueled boiler for the heating of the complex was being prepared by UNDP.
- Prijedor Primary School Branko Ćopić
 - The USAID 3E Chief Engineer, supervisor of works and the representative of the subcontractor inspected the progress of works for the school. Scaffolding was erected all around the school, and most of the façade area was covered with thermally insulating material. The first window was replaced during the visit. The progress was found to be satisfactory.

Batch 4

- USAID officially approved the Batch 4 Pilot Project Proposals on 6-8-2012. Batch 4 consisted of the following pilot projects:
 1. Travnik, Municipality Building
 2. Trebinje, Street Lighting
 3. Bijeljina, Street Lighting
 4. Srebrenica, Street Lighting
 5. Banja Luka, Student Dormitory

Site visits and walk-through audits for all projects were performed. 3E was to prepare the Environmental Review documents and Letters of Commitment that need to be signed by the project stakeholders.

- Banja Luka Student Centre Nikola Tesla
 - The USAID 3E Deputy Chief of Party spoke with the Head of the Department for Development, European Integration and Investments, City of Banja Luka, on September 17, 2012. USAID 3E was informed that the Mayor of Banja Luka signed the required decision for financing the joint pilot project in Banja Luka for the Student Dormitory for an energy efficient solution for a domestic hot water supply in the student dormitory.
 - USAID 3E selected a best offer for the reconstruction of the domestic hot water system in the Students' Dormitory "NIKOLA TESLA" in Banja Luka. The offer from the "Inteligentna Energija" cluster of companies was selected as the best offer. The Subcontract was to be signed upon the completion of the security check for which a request was sent on January 22, 2013.

- Bijeljina Street Lighting
 - USAID 3E met with the representatives of the City of Bijeljina, supervisor of works and the representative of WORK d.o.o. to mark the start of works on the Bijeljina EE Street Lighting pilot project.
 - USAID 3E Deputy Chief of Party met with the representative of the City of Bijeljina and the Supervisor of Works and inspected the installed street lights in Bijeljina. All the works are completed and the street lights are functioning properly.
- Travnik Municipality Building
 - The USAID 3E Chief Engineer, met with the project coordinator on behalf of the Municipality of Travnik and surveyed the municipal administration building and inspected the types and locations of the energy meters. This information will be used for installation of the system for remote reading of energy consumption for the municipal administration building.
 - USAID 3E Chief Engineer, representatives of the subcontractor VmS Group and the supervisor of works inspected the completed system for remote reading of energy consumption and verified that all required hardware and software components had been installed and were functioning correctly.
- Trebinje Street Lighting
 - USAID 3E met with the newly elected Mayor of Trebinje to inform him of the Street lighting pilot project that has been started in Trebinje. The Mayor confirmed that the city of Trebinje will continue to support this project and that their co-financing portion will be transferred to USAID 3E in January 2013.
 - USAID 3E met with the representatives of the City of Trebinje, supervisor of works and the company Work d.o.o. for the official handover of equipment supplied by Work d.o.o. for the Trebinje Street Lighting Pilot Project. The handover agreement was signed by all parties, and a total of 151 LED Street lighting modules were delivered to the City of Trebinje for installation.
- Srebrenica Street Lighting
 - USAID 3E met with representatives of the Srebrenica Municipality, the supervisor of works and subcontractor representative on numerous occasions. Once the works were finished, a site visit of the completed works for the Street Light Pilot Project in Srebrenica was conducted. The supervisor of the works in Srebrenica, appointed by the Srebrenica Municipality, signed off on the completion of all contracted works. The street lights are functioning well with adequate levels of illumination.

Signing Letters of Commitment (LOC) with partners

- Olovo Schools Pilot Project, 05-14-2012.
 - The USAID 3E Project signed a Letter of Commitment with Caritas Switzerland, the Zenica–Doboj Cantonal Ministry of Education, Science, Culture and Sport and the Olovo Municipality, to participate in the Energy Efficient Pilot Project for a high efficiency heating system in the elementary school “Olovo” and the high school “Musa Ćazim Ćatić” in Olovo. An Energy Service Company will provide heating for both schools by constructing a new biomass boiler house and heating pipeline.

- Banja Luka Student Center “Nikola Tesla” Pilot Project, 07-03-2012.
 - USAID 3E signed a Letter of Commitment with UNDP BiH, City of Banja Luka and the Student Center “Nikola Tesla” in Banja Luka to participate in the Energy Efficiency Pilot Project for a high efficiency domestic water heating system in the Student Center “Nikola Tesla” in Banja Luka. A large amount of hot water is needed to meet the needs of the Student Center "Nikola Tesla" that has a capacity of 1000 students. This project will provide a heat pump, which will extract the thermal energy of the wastewater to heat domestic hot water, significantly reducing the cost of heating domestic hot water.

- Bihać Cultural Centre Complex Pilot Project, 08-15-2012.
 - The USAID 3E Chief of Party signed a Letter of Commitment with the representatives of UNDP BiH, Una-Sana Canton and Municipality Bihać, for the implementation of an energy efficiency pilot project for the Bihać Cultural Center, the Cantonal Museum and the Art School buildings (Cultural Center Complex EE Project). The three buildings included in the project are currently inadequately heated and are using electric heaters and firewood stoves. The aim of the project is to reestablish a common heating system for the three buildings, reduce thermal losses in the Cultural Center, reduce heating costs, improve thermal comfort and introduce usage of a renewable energy source for heating (biomass).



- Bijeljina Street Lighting Pilot Project, 08-23- 2012.
 - o The USAID 3E Deputy Chief of Party signed a Letter of Commitment with the representatives of UNDP BiH and the City of Bijeljina, to participate in an Energy Efficiency Pilot Project for energy efficient street lighting in three streets and the Main Park in Bijeljina. The bulbs with mercury vapor that are currently installed in the streets are old technology for street lighting, and they are not energy efficient. The Letter of Commitment provided for the replacement of the old street lighting to reduce the consumption cost by 50-70% in the selected streets and the Main Park in Bijeljina.
- Trebinje Street Lighting Pilot Project, 08-31-2012.
 - o The USAID 3E Deputy Chief of Party signed a Letter of Commitment with the representatives of UNDP BiH and Municipality Trebinje to participate in an Energy Efficiency Pilot Project for high efficiency street lighting in Trebinje. The bulbs with mercury vapor that are currently installed in the streets are old technology for street lighting, and they are not energy efficient. The Letter of Commitment provided for the replacement of the old street lighting to reduce the consumption cost.



Inaugurations

- Primary School Pazar in Tuzla Pilot Project, 05-16-2012.
 - o The USAID 3E Project, UN Program for the Environment and Climate Change, Tuzla Canton and Tuzla Municipality officially inaugurated the completion of their joint pilot project to increase the energy efficiency of the Pazar school building, including reconstruction of the heating system, installation of a new compact heating substation, replacement of windows and installation of a system of remote reading of energy consumption. The pilot project was inaugurated by the USAID Mission Director and the Tuzla Municipality Mayor.
- Mostar Gimnazija Pilot Project, 09-20-2012.
 - o The USAID 3E Project, UN Program for the Environment and Climate Change, and the City of Mostar officially inaugurated completion of their joint pilot project on September 20 – increasing the energy efficiency of the Secondary School “Gimnazija” building in Mostar. The Pilot Project was inaugurated by USAID Mission Director, UNDP Deputy Resident Representative and the Mayor of the City of Mostar. The works in the school included the reconstruction of



the heating distribution system that will enable zonal control heating and installation of a system of remote reading of energy consumption. This Energy Efficiency Pilot Project, financed by USAID 3E, the UN Program for the Environment and Climate Change and the City of Mostar, demonstrates that Energy Efficiency in practice saves energy and saves money for end users. Energy consumption data is recorded and then compared to the measurement data from the previous year. The difference in energy use represents the savings achieved through energy efficiency measures and the actual amount of money saved. This clearly shows how and to what extent the energy efficiency measures save money for building users.

– SOS Children’s Village Pilot Project in Gračanica, 12-13-2012.

- The USAID 3E Project and SOS Children’s Village in Gračanica officially inaugurated completion of their joint pilot project on December 13 – increasing the energy efficiency of two houses in the SOS Children’s Village in Gračanica. The Pilot Project was inaugurated by the USAID Mission Director and SOS Children’s Village National Director. The works on the houses included the repair of windows and doors and the installation of a solar thermal collector



system for heating domestic hot water. These measures provided a much more comfortable living environment, while reducing the energy consumption and costs as well as emission of greenhouse gases. The energy savings resulting from implemented measures are estimated at 25%. This Energy Efficiency Pilot Project, financed by USAID 3E and SOS Kinderdorf International demonstrates that Energy Efficiency in practice saves energy and saves the end users money. The joint investment of partners in this project is more than 25.000 KM.

– Travnik Municipality Building Pilot Project, 11-08-2012.

- In cooperation with the Municipality of Travnik and UNDP, the USAID 3E Project inaugurated an energy efficiency pilot project at the Administration building of Travnik Municipality, on November 8, 2012. The pilot project included the replacement of windows, thermal insulation of the façade and repair of two flat roofs. This project will reduce thermal losses, heating costs and greenhouse gas emissions, and at the same time improve thermal comfort.

– 20 houses Pilot Project, Sarajevo, 01-29-2013.

- USAID 3E in partnership with Caritas Suisse inaugurated their joint Pilot Project, Energy Efficient Insulation of 20 Houses in the Sarajevo and Tuzla regions, at the Chamber of Commerce of Canton Sarajevo on January 29, 2013. The façade of 20 private houses were thermally insulated, and the data on energy consumption in the



heating seasons before and after thermal insulation showed that the energy consumption was, on average, decreased by 45%. The results indicate that the owners will repay their investment on average in eight years, while living in a much more comfortable home. These facts should encourage other home owners to invest in energy efficient insulation of their houses.

– Bihać Cultural Center Complex Pilot Project, 02-26-2013.

- The USAID COR, USAID 3E Deputy Chief of Party and USAID 3E Chief Engineer attended the inauguration of the Bihać Cultural Center Complex Pilot Project. The Pilot Project was jointly implemented by the USAID 3E project, UN Environment and Climate Change Programme (jointly implemented by UNDP, UNV, UNEP, FAO and UNESCO, funded by the Government of the Kingdom of Spain), Government of Una-Sana Canton and Bihać Municipality. The dilapidated woodwork was replaced,



thermal insulation installed, and a new biomass boiler was installed as part of this project. This will provide for a reduction in heating costs of up to 70%, with a parallel reduction of greenhouse gas emissions by almost 40%. In addition, the EMIS information system was introduced. This system will enable the remote monitoring and control of energy consumption. It is also expected that these new circumstances will encourage local pellet producers (biomass used as an environmentally acceptable fuel) to expand their production.

– Primary School Branko Copic Pilot Project in Prijedor, 04-05-2013.

- The USAID 3E Project, City of Prijedor and Ministry of Education and Culture of Republika Srpska officially inaugurated the completion of their joint pilot project on April 5, 2013 – increasing the energy efficiency of the Primary School Branko Copic in Prijedor. The works on the school included the thermal insulation of the façade, replacement of windows and reconstruction of the roof. The joint investment of partners in this project was USD 200,000. The implemented energy efficiency measures provided a much more comfortable study environment, while reducing energy consumption and costs as well as levels of CO2 emissions (compared to heavy fuel oil used in the district heating system). The energy savings resulting from implemented measures are estimated at 40%.



B. Task Objective 2: Increase public and private sector capacity

- Course on Energy Management in buildings and Green Office practices, Capacity building course at Mechanical Engineering Faculty in Sarajevo, 05-25-2012, Tuzla 09-14-2012, Mostar, 10-19-2012, Bihać, 11-23-2012 and Banja Luka 12-07-2012.

- In its efforts to raise the public and private sectors' understanding and ability to implement energy efficiency projects, the USAID 3E project organized a one-day course on the subject of energy management in buildings and green office practices. The course was designed to introduce energy management in buildings and green office practices and explain how they can help the public and private sector save energy and money while protecting the environment. The topics covered during the Course also included a brief overview of energy auditing in buildings and typical EE measures for buildings. The lectures on energy management in buildings described the process of continuous management of expenses related to energy consumption, with the goal of reducing those costs while retaining the same level of comfort. The green office practices lectures introduced the attendees to the ways that employees in offices can reduce the negative impact on the environment and increase the efficiency of resource consumption. The themes covered in the Course also included energy auditing in buildings and typical EE measures for buildings. The lectures on energy management in buildings described the process of continuous management of expenses related to energy consumption with the goal of reducing those costs while retaining the same level of comfort. Around 325 representatives from small and medium enterprises, public institutions and international organizations participated in the course and received a Certificate of Attendance.



- Roundtable at the Chamber of Commerce of Canton Sarajevo, 11-02-2012.
- USAID 3E participated in a Round Table organized by the Chamber of Commerce of Sarajevo Canton. The subject of the Round Table was “The Current State and Financing Options for Energy Efficiency Projects in Buildings.” The analysis of the current state of the construction industry from the energy efficiency point of view was

presented, as well as its potentials and benefit analysis for individuals, companies, public sector and the country. The aim of this Round Table was to point out the possibility of kick starting the economy through the construction sector, as well as to point out the fact that energy efficiency in the construction industry represents a great potential for increasing employment, reducing consumption, and reducing energy imports. Other participants included representatives of the Municipalities of Ilidža and Novi Grad, and the Ministry of Spatial Planning of the Federation of BiH.

- Round table regarding employment in EE sector, Hotel Europe, Sarajevo, 12-21-2012.
 - USAID 3E attended a Round Table organized by the Employment Institute of Sarajevo Canton. The Round Table hosted the representatives of GIZ, EBRD, firms like Kovan, Krivana and Bekto Preciza and others. The theme of the Round Table was Energy Efficiency and employment opportunities, with the main discussion concerning how implementation of EE measures can lead to an increase of employment and how it influences companies. The guests were media representatives and citizens.

EE YEAR IN TUZLA CANTON

- Tuzla Canton Capacity Building Workshops
 - 3E implemented a concerted effort in its capacity building and public awareness activities in all municipalities in Tuzla Canton to establish an energy consumption baseline and propose an energy management structure in each municipality. This effort created a systematic energy management approach in one BiH region that can be replicated throughout the country. Energy management is a process of continuous monitoring of energy consumption in order to detect and correct excessive energy consumption, which results in a decrease of the costs spent on energy. The USAID 3E project will educate the municipality leadership and those municipality employees designated to be responsible for energy efficiency issues on how to set up energy management offices.



Meetings

- Meeting with the representatives of Tuzla Canton and Municipality of Tuzla, 01-31-2013.
 - The USAID 3E Chief Engineer met with the representatives of Tuzla Canton and Tuzla Municipality to discuss possible cooperation on establishing systematic energy management.
- Meeting with the representative of Tuzla Municipality, Tuzla, 03-13-2013.
 - The USAID COR, USAID 3E Deputy Chief of Party and USAID 3E Chief Engineer, met with representatives of the Tuzla Municipality. The meeting was held to discuss

the ongoing and planned activities of the Tuzla Municipality with regard to Energy Efficiency.

- Meeting with the representatives of Tuzla Canton, Tuzla, 03-14 and 03-18-2013.
 - o The USAID COR, USAID 3E Deputy Chief of Party and USAID Chief Engineer, met with the Minister of Spatial Planning and Environment of Tuzla Canton, Adviser to the Office of Prime Minister in Tuzla Canton and the representative of Tuzla Canton. The meeting was held to discuss the ongoing and planned activities of Canton Tuzla with regard to Energy Efficiency. The USAID 3E Deputy Chief of Party and USAID Chief Engineer also met with representatives from 10 municipalities in the Tuzla Canton to present the USAID 3E project activities and achievements.
- Meeting with the representatives of Banovići, Gradačac, Doboj Istok, Srebrenik, Živinice, Teočak, Čelić and Kalesija Municipalities, May 2013.
 - o A USAID 3E representative met with the USAID 3E's points of contact for the Banovici, Gradačac, Doboj Istok, Srebrenik, Živinice, Teočak, Čelić and Kalesija Municipalities to discuss data collection of energy consumption of public buildings in 2012 and technical assistance that 3E could offer to the municipalities for their projects related to energy efficiency. The signing of the Energy Charter by all municipality mayors was also discussed, as well as the implementation of activities within the EE Year in Tuzla Canton and the Kick-off Conference.
- Meeting with the Head of Department of Public Utilities, Construction and Local Community Affairs, Tuzla 04-19-2013
 - o USAID 3E representatives met with the Head of the Department of Public Utilities, Construction and Local Community Affairs in Tuzla Canton and representatives from the Tuzla district heating company to discuss further cooperation in energy management of public buildings in the Tuzla region.



C. Task Objective 3: Raise public awareness

EE Library promotions

- EE Library promotion at the American Center in Trebinje, 11-15-2012, Zenica 12-12-2012, Mostar 01-23-2013, Doboj 02-27-2013, Tuzla 03-13-2013, Banja Luka 04-04-2013 and Bihać 07-04-2013.
 - o USAID 3E, UNDP and GIZ on behalf of the BMZ (Federation Ministry of Economic Cooperation and Development) presented their joint publishing project of the Energy Efficiency Library for Bosnia and Herzegovina in the American Corners in Trebinje, Zenica, Mostar, Doboj, Tuzla, Banja Luka and Bihać. The EE Library consists of seven education books, jointly published by USAID, UNDP and GIZ pursuant to the Memorandum of Understanding between USAID, UNDP and GIZ, signed in December, 2010. These books contain information on energy efficiency that is related to systematic energy management in cities, conducting energy audits of buildings,

monitoring and measurement of energy consumption, actual ways of financing project of energy efficiency measures implementation and organizing offices in accordance to “green office” recommendations. The books were written by authors from the South East Europe region, who are experts in the various fields of energy efficiency. The books are a valuable reference and information resource to all those who are interested in Energy Efficiency and are professionally related to the field. The events were covered by the media.

USAID 3E Presentations

- Presentation at the Tuzla “Energy Days 2012”, 06-06-2012.
 - Tuzla Municipality organized “Energy Days 2012,” during which it promoted its Sustainable Energy Action Plan. The USAID 3E Chief Engineer presented the current and planned project activities.
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- Presentation of USAID 3E project activities at the ZEPS 2012 conference in Zenica, 10-04-2012.
 - USAID 3E presented project activities at the International Fair “ZEPS 2012” in Zenica, on October 4, 2012, with a special overview of the Pilot Project in Olovo - reconstruction of the heating system for two schools. The reconstruction encompasses the installation of a new biomass boiler house (based on the Energy Service Company (ESCO) principle) and a heating pipeline for “Musa Ćazim – Ćatić” High School and “Olovo” Elementary School. The new biomass boiler house will provide heating for both schools. The main aim of the project is to promote to the public the ESCO concept and ecologically accepted and locally available biomass as a main source of energy. The schools in Olovo currently use coal and fuel oil for heating. Installation of the biomass boiler will significantly reduce the schools’ energy bills and pollution levels.
- Presentation at the Prijedor Energy Days, 10-24-2012.
 - USAID 3E presented its activities at the Prijedor Energy Days, held in Prijedor, on October 23 and 24, 2012. The aim of this event was to raise public awareness of renewable energy and energy efficiency by promoting "green entrepreneurship" and the wise use of energy. The Energy Days in Prijedor were organized by the City of Prijedor, the Prijedor Economic Development Agency (PREDA) and supported by GIZ and USAID. The USAID 3E project recently implemented the energy efficiency pilot project of the elementary school “Branko Ćopić” in Prijedor, together with UNDP, the RS Ministry of Education and Culture and the Municipality of Prijedor. On the second day of the Energy Days participants had a chance to visit the school and attend a presentation of the implemented energy efficiency measures.
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- Presentation at the Green Economy Seminar in Sarajevo, 01-17-2013.
 - USAID 3E Deputy Chief of Party presented the project activities at the Foreign Trade Chamber of Bosnia and Herzegovina in Sarajevo, at the Green Economy Seminar that was organized by the Forestry and Environmental Action (FEA) project. The focus of the presentation was the promotion of energy efficiency technologies and practices in BiH.
- Presentation at the Energy Days in Travnik, 02-07-2013.
 - The USAID 3E Chief Engineer presented the project activities at the Energy Days of the Travnik Municipality. The focus of the presentation was the promotion of energy efficiency technologies and practices in BiH, by presenting USAID 3E activities and plans.
- Presentation of USAID 3E activities at the "Days of Energy Efficiency in Buildings" within the SAGRA Fair organized by the Skenderija Center in Sarajevo, 03-27-2013.
 - USAID 3E participated in the "Days of Energy Efficiency in Buildings" seminar that was organized in Sarajevo, within the SAGRA symposium. The USAID 3E Chief Engineer presented the project activities and its 17 pilot projects.
- Presentation of USAID 3E activities at the "Mostar Trade Fair" in Mostar, 04-11-2013.
 - USAID 3E participated in the "Mostar Trade Fair" that was organized in Mostar, April 9-11, 2013. The USAID Deputy Chief of Party and USAID 3E Chief Engineer presented the project activities and its 17 pilot projects and took questions from the Fair visitors.

Media and Press Releases

- Interview with Start Magazine 04-23-2013.
 - The USAID 3E Deputy Chief of Party, gave an interview for Start Magazine.
- Press Releases in period May 2012 – May 2013.

In this period the Press Releases for the following events were sent to media:

 - Signing of the Letter of Commitment for Olovo Schools Pilot Project, 05-10-2012.
 - Inauguration of the Tuzla Primary School Pazar Pilot Project, 05-16-2012.
 - Energy Efficiency Festival in Sarajevo, June 5-10,2012, daily and final summary Press Release, 06-10-2012.
 - Signing of the Letter of Commitment for Bijeljina Street Lighting Pilot Project, 08-23-2012.
 - Signing of the Letter of Commitment for Trebinje Street Lighting Pilot Project, 08-31-2012.
 - Capacity Building Course in Tuzla, 09-14-2012.
 - Inauguration of the Mostar Gymnasium Pilot Project, 09-20-2012.
 - Signing of the Letter of Commitment for Banja Luka Student Centre Pilot Project, 07-03-2012.
 - Signing of the Letter of Commitment for Street Lighting Pilot Project in Srebrenica, 09-27-2012.

- Capacity Building Course in Mostar, 10-19-2012.
- Inauguration of Travnik Administration Building Pilot Project, 11-08-2012.
- EE Library promotion in Trebinje, 11-15-2012.
- Capacity Building Course in Bihać, 11-23-2012.
- Capacity Building Course in Banja Luka, 12-07-2012.
- MOU Signing in Sarajevo, 12-18-2012.
- EE Library promotion in Zenica, 12-12-2012.
- Inauguration of SOS Kinderdorf in Gračanica Pilot Project, 12-13-2012.
- Inauguration of 20 houses in Tuzla and Sarajevo region, 01-29-2013.
- EE Library promotion in Mostar, 01-23-2013.
- EE Library promotion in Dobož, 02-27-2013.
- EE Library promotion in Tuzla, 03-13-2013.
- EE Library promotion in Banja Luka, 04-04-2013.
- Inauguration of Prijedor Primary School Branko Ćopić Pilot Project, 05-04-2013.

SARAJEVO ENERGY EFFICIENCY FESTIVAL 2012

Meetings and correspondence

- Meeting with the assistant professor at the Faculty of Philosophy, 05-18-2012.
 - The USAID 3E Deputy Chief of Party met with the Assistant Professor at the Faculty of the Philosophy to discuss a presentation for the primary and secondary school Science Fair within the EE Festival.

UNDP

- Meeting with UN Resident Coordinator, 05-07-2012
 - The USAID 3E Country Project Director and USAID 3E Deputy Chief of Party met with the UN Resident Coordinator and UNDP Resident Representative in BiH, to discuss UNDP support of the EE Festival. UN agreed to support the organization of the EE Festival in the amount of 15,000 KM.

INSTITUTIONS, GOVERNMENT COUNTERPARTS

- Meeting with MOFTER, 05-08-2012.
 - The USAID 3E Country Project Director and the USAID 3E Deputy Chief of Party met with a representative of MOFTER to discuss MOFTER's support of the EE Festival. It was agreed that 3E will prepare another letter to ask for the support of MOFTER and the placement of MOFTER logo on the EE Festival promotional materials.
- Meeting with the Ministry of Spatial Planning and Environment Protection, 05-22-2012.
 - The USAID 3E Deputy Chief of Party met with a representative from the Ministry of Spatial Planning and Environment Protection of Sarajevo Canton. USAID 3E

requested the support from the Ministry of Spatial Planning and Environment Protection of Sarajevo Canton.

- Meeting with the representatives Elektroprivreda BiH, 05-23-2012.
 - o The USAID 3E Deputy Chief of Party had a meeting with the representatives of Elektroprivreda BiH, regarding their support of the EE Festival. It was agreed that Elektroprivreda BiH will support the Festival with the donation of 3,000 KM.
- Signing of the Contract for receiving donation from FBiH Environmental Protection Fond, Sarajevo, 07-03-2012.
 - o The USAID 3E Deputy Chief of Party signed a Contract with the FBiH Environmental Protection Fund for financial support for the organizational purposes of the Energy Efficiency Festival. The FBiH Environmental Protection Fund will transfer 10,000.00 KM to the USAID 3E donations account.

FIRMS

- Meeting with the Zumba instructor, regarding a Zumba Party, 05-08-2012.
 - o The USAID 3E Country Project Director and the USAID 3E Deputy Chief of Party met with the organizer of the Zumba Party, planned for the EE Festival on Saturday, June 9. She is the first licensed Zumba instructor in BiH and her company ATHENA runs a very successful Zumba workout program. The Zumba party was planned to be held at Centar za mlade, Grbavica to be led by reputable Zumba instructors from BiH and the region.
- Meeting with the representatives of the Sarajevo Beer Festival, 05-08-2012.
 - o The USAID 3E Deputy Chief of Party had a meeting with the representatives of the Sarajevo Beer Festival, regarding partnership of the two Festivals. The Sarajevo Beer Festival agreed to use 3E's branding on their promotional materials and allowed 3E to hang the 3E Banners and posters, and distribute EE Festival flyers amongst the visitors. The EE messages were passed on to the public, and the EE Festival clip was playing in the background at all times.
- Meeting with the representative from Sporting d.o.o., 05-08-2012.
 - o The USAID 3E representatives met with the representatives of Sporting d.o.o. to discuss its support of the EE Festival. Sporting organized a mini tennis day for the children, at Vilsonovo šetalište during the EE Festival on Saturday June 9.
- Meeting with FABULAS, 05-28-2012.
 - o The USAID 3E Deputy Chief of Party met with representative from the Fabulas company (trading service company dealing with paints, tools and construction materials) to discuss its support of the EE Festival. The company agreed to donate 4,000 KM in material and labor. At the Mini Fair, organized on Thursday, June 7, at the EE Festival, Fabulas had its information stand in front of BBI, as well as on Sunday, June 10 at the Vilsonovo Promenade, during Family day.

- Meeting with Siemens, 05-17-2012.
 - The USAID 3E representatives met with the representatives of Siemens on May 17, 2012. Siemens agreed to support the EE Festival with 5,000 KM and the donation of two Discovery Boxes (valued at 2000 KM) as an award to the best schools on Wednesday, June 6 during the Science Fair program.
- Meeting with Energis, regarding preparation of the EE Festival brochure, 05-17-2012.
 - The USAID 3E Deputy Chief of Party met with the representatives of Energis (Center for Education and Raising Awareness of Energy Efficiency) to discuss the preparation of the EE Festival brochure. Energis provided input, such as interviews and EE regional articles for the EE Festival Brochure and prepared two presentations during the EE Festival. In turn 3E placed the Energis logo as a partner to the EE Festival.
- Meetings with New Event, May and June 2012.
 - USAID 3E representatives met with the representatives of New Event on several occasions to discuss details about preparation of the scenery set up, audio, audio-visual, lighting, logistical support and other technical support that New Event is providing for the EE festival.
- Meeting with Linden, May 2012.
 - USAID 3E representatives met with the representatives from the Linden Company on several occasions, to discuss details of the organization of the Gala Dinner, which was part of the EE festival. The Business Agreement was signed on May 5, 2012. Linden provided organizational support for the Gala Dinner (Event), that included:
 - Providing event hosts to help with seating and provide a welcoming point
 - Arranging performers and paying copyrights for the event
 - Creating the Scenario/Program and developing the Event Concept
 - Conducting pre-event activities: invitation sending, RSVP follow up, list development and hands-on assistance at the proper running of the event
 - Conducting pre-event organization, including the arrangement of set up
 - Running the event, including the provision of stage management services.
- Meeting with the representatives of Cinema City, May, 2012.
 - The USAID 3E Deputy Chief of Party and the representative from StudID met with the Cinema City representative to reserve the date for screening movies for the EE Festival. Cinema City was one of the partners of the EE Festival. Two documentaries were shown at their premises, as a part of the EE festival, The City Dark, and The Fourth Revolution – Energy Autonomy.

BANKS

- Meeting with Volksbank, 05-04-2012.
 - The USAID 3E Deputy Chief of Party met with the representatives of Volksbank to discuss the Bank's support of the EE Festival.

- Meeting with the representatives of Unicredit Bank, 05-24-2012.
 - The USAID 3E Deputy Chief of Party met with the representative of Unicredit Bank to discuss their support of the EE Festival.

STUDID

- Regular meetings with StudID, regarding organization of EE Festival
 - USAID 3E staff had regular briefing meetings with the representatives of StudID to discuss ongoing activities regarding the organization of the EE festival.

MCCANN

- Regular meetings with McCann.
 - USAID 3E project held numerous meetings with the marketing company McCann Company. McCann was selected to do the public relations and visual design for the EE Festival. USAID 3E Staff had regular meetings with the representatives of McCann to discuss the preparation of the Creative Design proposal and media plan for the EE Festival. USAID 3E accepted an offer from McCann, which submitted the visual identity, which USAID subsequently approved. At the subsequent meetings, the cooperation and the timeframes for the implementation of all contract elements between McCann and 3E were discussed.

MEDIA AND MARKETING

- Meeting with Metromedia, 05-08-2012.
 - The USAID 3E Deputy Chief of Party met with a Metromedia representative, to discuss its support of the EE Festival. Metromedia is a firm that deals with outdoor advertising. Metromedia agreed to donate 16 spaces for billboards throughout the city in the period from June 1 to June 15, when the EE Festival was generally promoted. 3E covered the printing and placement costs only.
- Meeting with MDM, 05-21-2012.
 - The USAID 3E Deputy Chief of Party met with the representatives of the MDM Company to discuss its support of the EE Festival. MDM Company is the owner of the news web portal vijesti.ba. They agreed to follow the events of the Festival and publish them on their website.

EE FESTIVAL REPORT

- A Report outlining the activities during the Festival and its achievements was sent to USAID. The aim of the six-day Energy Efficiency Festival, which included 14 events, was to raise awareness of energy efficiency and popularize the Festival theme in an indirect way through interesting and inclusive events with which citizens could connect. The citizens of Sarajevo and BiH had a chance to attend cultural and entertaining events, concerts, street fairs, sport events, art exhibitions and movies that carried the theme of Energy Efficiency, Renewable Energy and Environmental Protection. The EE Festival was a new concept for promoting energy efficiency that included citizens of all ages. Approximately 20,000 people visited the various events. About ten TV Media houses followed the Festival and reported on it in their regular

and special programs. Also, numerous press editions in many daily papers followed the Festival, as did internet websites. The Festival cost \$69,232.97 in total to organize; \$43,371.79 was recovered from donations and \$2,673.08 was received as in kind support from many different firms and institutions. The Energy Efficiency Festival finished on June 10, 2012. During the six days, June 5-10, the citizens of Sarajevo had a chance to attend many different cultural and entertaining events, concerts, street fairs, art exhibitions and movies. The Energy Efficiency Festival was opened with an art exhibition, prepared by students from the Art Academies from Banja Luka, Trebinje, Sarajevo and Široki Brijeg. The works were exhibited in the BiH Art Gallery, where interested citizens could come and view them during the Festival. The Festival was opened by USAID Mission Director in BiH, FBiH Minister for Science and Education and the Mayor of Sarajevo.

The Science Fair for Primary and Secondary schools was held at Dom Mladih Skenderija, on Wednesday, June 6, with 26 schools attending. An assistant professor at the Faculty of Philosophy in Sarajevo made a presentation on what can we do ourselves to reduce the unnecessary use of energy in our household. The director of the movie “The City Dark,” spoke about his experiences during the production of the movies based on the environment protection theme. A representative from the NGO Energis presented the European week of sustainable energy, while the USAID project “Young Eco Leaders” presented the work of the project in production of the Taa Bora solar lamps, recycling plastic bottles and accumulating needed energy from the sun for use at night. The winners of the competition of primary and secondary schools from Canton Sarajevo were also announced. Special awards, consisting of two Siemens education packets, were given to the „Musa Ćazim Ćatić“ and „Aleksa Šantić“ Primary Schools.

On the same day, there was a movie premiere in the Cinema City. The movie “The City Dark” is the multiple award winning documentary about light pollution and the disappearance of darkness, about the generations that don’t even know how a starry night looks because of too much artificial light in the cities and perhaps the lack of the perspective given by a clear and fully dark sky that the Earth (and thus, the individual) is just a small rock in the Universe. The movie also researches the health issues caused by the disappearance of darkness, especially for people working night shifts. The movie director expressed his pleasure to participate in the Energy Efficiency Festival in Sarajevo. After the premiere, he also addressed questions from the audience.

The program of the third day of the Energy Efficiency Festival started with a “Mini Fair” in front of BBI, where citizens visited different educational information stands to get information on how to make their homes more energy efficient.

On the same day there was another movie premiere in Cinema City - “The Fourth Revolution – Energy Autonomy”, by Carl Fechner. An exhibition of photographs on themes of Energy Efficiency, renewable energy sources and environment protection, was opened in the Boris Smoje Gallery at Radićeva street. The winner of the best

photo was announced at the Fashion Show that was held right after the exhibition opening, in the evening hours of Thursday, June 7, on the BBI square. Models from the Modiko fashion agency participated in the Fashion show, as well as students from the Primary school Mula Mustafa Bašeskija, who created their own clothing items from recycled materials.

On Friday, the fourth day of the Festival, young graffiti artists and dancers from BiH entertained the crowd with their performance in front of the Cathedral. Graffiti artists sprayed their view on energy efficiency, environment protection and renewable energy sources. At the same time, the dancers entertained with their breakdance duel. Apart from the entertaining activities, all passersby could take educational brochures about energy efficiency.

In the morning hours of Saturday, June 9, the fifth day of the Festival, there were four mini tennis playgrounds open at Vilsonovo šetalište, for children up to 12 years old. Interested children had a chance to play tennis for the first time with the tennis coaches from the Sporting Tennis Club. Older children could participate in a competition, while their parents had a chance to educate themselves about energy efficiency.

In the evening hours of the same day, a Zumba party was held at the Grbavica Youth Centre. All participants had a great Zumba workout, the party being led by well-known Zumba trainers from the region, with the first licensed Zumba instructor in BiH leading. A second special attraction, a water-polo game between the “Mladost” and “Torpedo” clubs, held at the Olympic pool Otoka was also held the second to the last day of the Festival.

The Energy Efficiency Festival ended with a Family day and a concert at the Vilsonovo promenade on Sunday, June 10. The citizens had a chance to enjoy interesting entertainment programs, the youngest having a special treat, since the program included a puppet show, a little eco school, a drawing school and a theater for kids.

The aim of the Festival and all events was to popularize energy efficiency and raise awareness.

INTER-PROJECT COOPERATION

- Meeting with UNDP regarding cooperation, 09-14-2012.
 - The USAID 3E Country Project Director and USAID 3E Chief of Party met with the UNDP Deputy Resident Representative on September 14, 2012. The main topics of the meeting were the excellent level of cooperation between UNDP and USAID 3E, plans for its continuance and related funding, and the potential inclusion of the European Community into the Memorandum of Understanding between USAID, UNDP and GIZ.

- Meeting with EUSR Political Adviser, 09-17-2012.
 - The USAID 3E Country Project Director and the USAID 3E Deputy Chief of Party met with the EUSR Political Adviser on Economic Affairs from the Delegation of the European Union to Bosnia and Herzegovina and European Union Special Representative. At the meeting the parties discussed the activities in the field of energy efficiency with a special focus on the Memorandum of Understanding (MOU) signed by USAID, GTZ and UNDP in December 2010. The purpose of the (MOU) is to promote cooperation between GTZ, UNDP and USAID in Bosnia and Herzegovina in the field of energy efficiency. USAID 3E representatives asked the Political adviser to check the willingness of EUSR to get involved in this initiative.
- Meeting with GIZ and UNDP regarding future cooperation, 09-28-2012.
 - USAID and USAID 3E met with the representatives from UNDP, the GIZ Open Regional Fund (ORF) EE and GIZ/GFA. future cooperation between the donors was discussed at the meeting. The topics discussed were:
 1. Signing of an MOU between USAID, UNDP and GIZ for renewed cooperation in the field of energy efficiency in BiH, as the MOU signed in December 2010 would expire at the end of 2012.
 2. The GIZ initiative to organize the Sarajevo Energy Days from 21-23 November, 2012.
 3. Including the topic of Energy Efficiency in the Sarajevo Holiday Market to help reduce the energy costs of the market.
 4. The preparation of the GIZ/GFA second project phase. GIZ plans to have a bottom-up approach to establish a data management system and then to connect it to the activities of the GIZ ORF EE as an input for the National Energy Action Plan (NEAP).
 5. GIZ is mediating between Sarajevo and Banja Luka to establish a BiH Covenant of Mayors (CoM) Club, rather than two separate entity clubs. The next meeting is proposed to be on Vlasica on November 28, 2012. All BiH CoM Signatory cities/municipalities (14), as well as several other municipalities interested in the topic will be invited.
- Meeting with UNDP and GIZ, 10-29-2012.
 - The representatives of UNDP, USAID, USAID 3E and GIZ met to discuss the Renewal of the USAID-GIZ-UNDP Memorandum of Understanding on energy efficiency issues in BiH. It was agreed that UNDP will follow up on the interest of the European Commission to be included in the MOU and that the MOU will be finalized by December 1, 2012, leaving enough time to plan the event in which the MOU will be publicly signed.
- Meeting with USAID, UNDP, GIZ and EU, 12-04-2012
 - A meeting was held at the USAID 3E premises between the representatives of USAID, USAID 3E, UNDP, GIZ and EU to discuss the upcoming signing of the Energy Efficiency MOU. The partners agreed on the final MOU text and on the venue and agenda of the MOU signing event.

- Meeting with GIZ regarding the organization of Sarajevo Holiday Market, 10-31-2012.
 - USAID 3E attended a meeting with GIZ regarding its initiative for the Sarajevo Holiday Market. GIZ will send to USAID 3E its proposal and plan, after which USAID 3E can assess if it would like to be involved and to what extent.
- Meeting with FIRMA project, 11-16-2012.
 - USAID 3E met with FIRMA to discuss the project activities and possible areas of cooperation. The FIRMA project supports wood processing, tourism, and light manufacturing industries in BiH. It was concluded at the meeting that the industries with which the FIRMA project works could benefit from energy efficiency measures and case studies from the implemented USAID 3E pilot projects could be used to give some ideas on possible EE measures. The USAID 3E project will send the case studies to FIRMA once completed.
- Signing of Memorandum of Understanding between USAID, UNDP, GIZ and EU, 12-18-2012.
 - A second Memorandum of Understanding (MOU) was signed between USAID, GIZ, UNDP and the Delegation of the European Union to Bosnia and Herzegovina/EU Special Representative Office regarding donor cooperation on energy efficiency in Bosnia and Herzegovina, on December 18, 2012. The MOU was signed by the USAID Mission Director, GIZ-Open Regional Fund for South East Europe Manager, UNDP Deputy Resident Representative and the Head of Operations Section for Social Development, Civil Society and Cross Border Cooperation of the Delegation of the European Union to Bosnia and Herzegovina. The MOU between USAID, GIZ, UNDP and the Delegation of the EU to BiH/EUSR is significant because it articulates the four donors' intentions to work closely together and coordinate their efforts on enhancing energy efficiency in Bosnia and Herzegovina. Two years ago in Sarajevo, on December 13, 2012, USAID, GIZ and UNDP signed the first MOU, which enabled their successful cooperation on many joint energy efficiency projects during the past two years. This year the Delegation of the EU to BiH/EUSR joined USAID, GIZ and UNDP in their efforts to enhance energy efficiency in Bosnia and Herzegovina. The synergy between the USAID, UNDP, GIZ and the EU is excellent, and this MOU articulates their intention to strengthen cooperation on energy efficiency projects in BiH. Harmonizing the work will avoid overlap and enable all four donors to scale up their activities in energy efficiency beyond what they could accomplish alone. The MOU was signed at the Sarajevo Holiday Market to recognize and emphasize the efforts of market's organizers who have, with support from USAID, GIZ and UNDP, implemented this year several energy efficiency measures in their holiday market buildings related to better thermal insulation and a new central heating system based on pellets using boilers and heat transferred to each object by fan coils. This will enable significant savings in the market's energy consumption and will also result in reduction of CO2 emissions.

- Meeting with the representatives of Oxfam, Sarajevo, 01-30-2013.
 - The USAID 3E Chief Engineer met with the representatives of Oxfam to discuss possible cooperation in raising public awareness about the usage of renewable energy sources.
- Meeting with the representatives of UNDP and EUSR, Sarajevo, 02-04-2013.
 - The USAID 3E Chief Engineer met with the representatives of UNDP and EUSR to discuss plans for activities in 2013 and discuss possible cooperation.
- Meeting with the representatives of GIZ ORF Energy, Sarajevo, 02-04-2013.
 - The USAID 3E Chief of Party met with the representatives of GIZ ORF Energy to discuss further cooperation of partners, following up on the recently signed MOU.
- Meeting with the representative of UNDP, Sarajevo, 02-12-2013.
 - The USAID 3E Chief of Party met with the UNDP Resident Representative to discuss joint pilot projects and inaugurations and potential areas for cooperation in 2013 on the project level between the USAID 3E project and related UNDP project activities.
- Meeting with the representatives of UNDP, EUSR and GIZ ORF Energy, Sarajevo, 03-25-2013.
 - The USAID COR and USAID 3E Deputy Chief of Party attended a regular monthly meeting with the representatives of UNDP, EUSR and GIZ to discuss the current activities that each donor is undertaking and further possible cooperation, following up on the signed MOU.

USAID

- Meeting with the representatives of World Bank, 04-29-2013.
 - The USAID 3E Deputy Chief of Party met with the World Bank Mission representatives. The meeting was initiated by the World Bank in order to get information on USAID 3E experiences in implementation of energy efficiency measures. The World Bank is preparing a USD 32 million EE project in BiH, financed by IDA funds.

III. Significant Implementation Problems Encountered During the Year and Actions to Resolve Them.

- Differences with Partners. 3E worked hard to harmonize its USAID procedures and style of working with its MOU partners, UNDP and GIZ. Differences were resolved by constant contact and specific focus and work on the harmonization. A Protocol developed with UNDP helped to mitigate the effects of the organizational differences.
- Organizing the EE Festival required a lot of effort, as there were many local and international partners, local institutions and SMEs involved. It was quite complicated to meet requirements from each, there were many meetings held in order to keep everyone

on the same page. Excellent coordination of all was pivotal to the success of the EE Festival.

IV. Observations and Recommendations to Improve Implementation in the Future.

- Focus more on monitoring and verification of energy savings, and cooperation with counterpart firms and institutions to make sure that their buildings are used properly and energy costs are kept to minimum.
- Educate and train energy managers in the municipalities in order to continue with monitoring of energy costs.
- Identify new projects; focus on EE Year in Tuzla Canton where systematic energy management is the focus.

ANNEX A

Status of overall project progress per impact indicators ²	PROGRESS TO DATE		
	Completed	In Progress	Deferred
Project Mobilization and Reporting			
Contract signature and authorization to start work.	•		
Inception meetings with USAID CTO, May; project briefing with USAID Mission BiH.	•		
Install 3E systems & equipment: local office.	•		
Introduce project to the stakeholders.	•		
Review and finalize Work Plan with USAID; performance indicators with CTO.	•		
Prepare the Procurement Policy Manual.	•		
Establish relationships with other USAID projects and donors.	•		

Task Objective 1: Support development of initiatives and technologies			
KRA 1	Implement 10 energy efficiency pilot projects.		
KRA 1.1	Identify counterparties.	•	
KRA 1.1.1	Identify all project stakeholders (potential partners for pilot projects).	•	
KRA 1.1.2	Identify and prequalify SMEs that can or could participate in project development and implementation.	•	
KRA 1.1.3	Identify consumer associations, local chambers of commerce/economy, local chambers of crafts, and other NGOs who are or could be active in EE.	•	
KRA 1.2	Prepare and implement 3 kick-off workshops for project stakeholders. (USAID to approve workshop content within one week of submission.)	•	
KRA 1.3	Activate process for selecting and implementing pilot projects.	•	

KRA 1.3.1	First pilot project.		
KRA 1.3.1.1	Compile initial list of proposed pilot projects and perform preliminary screening and selection.	•	
KRA 1.3.1.2	Identify candidates for first pilot project.	•	
KRA 1.3.1.3	Make initial site visits.	•	
KRA 1.3.1.4	Fill out the Environmental Checklist.	•	
KRA 1.3.1.5	Prepare a technical and financial analysis for the proposed pilot projects.	•	
KRA 1.3.1.6	Prioritize on a competitive basis list of proposed pilot projects and submit for USAID approval.	•	

² KRAs which have not yet been commenced have no indicators.

	(USAID to approve within two weeks of submission.)			
KRA 1.3.1.7	Commitment document signed.	•		
KRA 1.3.1.8	Perform energy audit and develop the Conceptual Engineering Design (CED) for the approved project.	•		
KRA 1.3.1.9	Conduct an Environmental Due Diligence (EDD) examination.	•		
KRA 1.3.1.10	Prepare a bankable project proposal.			
KRA 1.3.1.11	Presentation to lender for financing under the DCA facility if requested by the pilot project partner.			
KRA 1.3.1.12	Establish baseline energy consumption.	•		
KRA 1.3.1.13	Prepare, launch tender, select successful bidder, submit for USAID approval and award contracts for pilot project Detailed Design (DD) and implementation. (USAID to approve within one week of submission.)	•		
KRA 1.3.1.14	Partner identifies independent supervisor for works.	•		
KRA 1.3.1.15	Require permits necessary for renovation/construction works to be obtained by partner.	•		
KRA 1.3.1.16	Oversee pilot project work.	•		
KRA 1.3.1.17	3E, project partner and independent supervisor sign off on PP implementation completion.	•		
KRA 1.3.1.18	Perform post-installation monitoring and verification.	•		

KRA 1.3.2 Batch #1 (3 projects)				
KRA 1.3.2.1	Compile initial list of proposed pilot projects and perform preliminary screening and selection.	•		
KRA 1.3.2.2	Identify candidates for Batch #1.	•		
KRA 1.3.2.3	Make initial site visits.	•		
KRA 1.3.2.4	Fill out the Environmental Checklist.	•		
KRA 1.3.2.5	Prepare a technical and financial analysis for the proposed pilot projects.	•		
KRA 1.3.2.6	Prioritize on a competitive basis list of proposed pilot projects and submit for USAID approval. (USAID to approve within two weeks of submission.)	•		
KRA 1.3.2.7	Commitment documents signed.	•		

KRA 1.3.2.8	Perform energy audit and develop the Conceptual Engineering Design (CED) for the approved Batch #1 projects.	•		
KRA 1.3.2.9	Conduct an Environmental Due Diligence (EDD) examination.	•		
KRA 1.3.2.10	Prepare bankable project proposal.			
KRA 1.3.2.11	Presentation to lender for financing under the DCA facility if requested by the pilot project partner.			
KRA 1.3.2.12	Establish baseline energy consumption.	•		
KRA 1.3.2.13	Prepare, launch tender, select successful bidder, submit for USAID approval and award contracts for pilot project Detailed Design (DD) and implementation. (USAID to approve within one week of submission.)	•		
KRA 1.3.2.14	Partner identifies independent supervisor for works.	•		
KRA 1.3.2.15	Require permits necessary for renovation/construction works to be obtained by partner.	•		
KRA 1.3.2.16	Oversee pilot project work.	•		
KRA 1.3.2.17	3E, project partner and independent supervisor sign off on PP implementation completion.	•		
KRA 1.3.2.18	Perform post-installation monitoring and verification.	•		

KRA 1.3.3	Batch #2 (4 projects)			
KRA 1.3.3.1	Compile initial list of proposed pilot projects and perform preliminary screening and selection.	•		
KRA 1.3.3.2	Identify candidates for Batch #2.	•		
KRA 1.3.3.3	Make initial site visits.	•		
KRA 1.3.3.4	Fill out the Environmental Checklist .	•		
KRA 1.3.3.5	Prepare a technical and financial analysis for the proposed pilot projects.	•		
KRA 1.3.3.6	Prioritize on a competitive basis list of proposed pilot projects and submit for USAID approval. (USAID to approve within two weeks of submission.)	•		
KRA 1.3.3.7	Commitment documents signed.	•		
KRA 1.3.3.8	Perform energy audit and develop the Conceptual Engineering Design (CED) for the approved Batch #2 projects.	•		
KRA	Conduct an Environmental Due Diligence (EDD)		•	

1.3.3.9	examination.			
KRA 1.3.3.10	Prepare bankable project proposal.			
KRA 1.3.3.11	Presentation to lender for financing under the DCA facility if requested by the pilot project partner.			
KRA 1.3.3.12	Establish baseline energy consumption.	•		
KRA 1.3.3.13	Prepare, launch tender, select successful bidder, submit for USAID approval and award contracts for pilot project Detailed Design (DD) and implementation. (USAID to approve within one week of submission.)	•		
KRA 1.3.3.14	Partner identifies independent supervisor for works.	•		
KRA 1.3.3.15	Require permits necessary for renovation/construction works to be obtained by partner.	•		
KRA 1.3.3.16	Oversee pilot project work.	•		
KRA 1.3.3.17	3E, project partner and independent supervisor sign off on PP implementation completion.		•	
KRA 1.3.3.18	Perform post-installation monitoring and verification.		•	

KRA 1.3.4	Batch #3 (5 projects)			
KRA 1.3.4.1	Compile initial list of proposed pilot projects and perform preliminary screening and selection.	•		
KRA 1.3.4.2	Identify candidates for Batch #3.	•		
KRA 1.3.4.3	Make initial site visits.	•		
KRA 1.3.4.4	Fill out the Environmental Checklist .		•	
KRA 1.3.4.5	Prepare a technical and financial analysis for the proposed pilot projects.	•		
KRA 1.3.4.6	Prioritize on a competitive basis list of proposed pilot projects and submit for USAID approval. (USAID to approve within two weeks of submission.)	•		
KRA 1.3.4.7	Commitment documents signed.	•		
KRA 1.3.4.8	Perform energy audit and develop the Conceptual Engineering Design (CED) for the approved Batch #3 projects.	•		
KRA 1.3.4.9	Conduct an Environmental Due Diligence (EDD) examination.		•	
KRA 1.3.4.10	Prepare bankable project proposal.			

KRA 1.3.4.11	Presentation to lender for financing under the DCA facility if requested by the pilot project partner.			
KRA 1.3.4.12	Establish baseline energy consumption.		•	
KRA 1.3.4.13	Prepare, launch tender, select successful bidder, submit for USAID approval and award contracts for pilot project Detailed Design (DD) and implementation. (USAID to approve within one week of submission.)		•	
KRA 1.3.4.14	Partner identifies independent supervisor for works.		•	
KRA 1.3.4.15	Require permits necessary for renovation/construction works to be obtained by partner.		•	
KRA 1.3.4.16	Oversee pilot project work.		•	
KRA 1.3.4.17	3E, project partner and independent supervisor sign off on PP implementation completion.		•	
KRA 1.3.4.18	Perform post-installation monitoring and verification.		•	

KRA 1.3.5	Batch #4 (5 projects)			
KRA 1.3.5.1	Compile initial list of proposed pilot projects and perform preliminary screening and selection.	•		
KRA 1.3.5.2	Identify candidates for Batch #4.	•		
KRA 1.3.5.3	Make initial site visits.	•		
KRA 1.3.5.4	Fill out the Environmental Checklist .	•		
KRA 1.3.5.5	Prepare a technical and financial analysis for the proposed pilot projects.	•		
KRA 1.3.5.6	Prioritize on a competitive basis list of proposed pilot projects and submit for USAID approval. (USAID to approve within two weeks of submission.)	•		
KRA 1.3.5.7	Commitment documents signed.	•		
KRA 1.3.5.8	Perform energy audit and develop the Conceptual Engineering Design (CED) for the approved Batch #3 projects.	•		
KRA 1.3.5.9	Conduct an Environmental Due Diligence (EDD) examination.		•	
KRA 1.3.5.10	Prepare bankable project proposal.			
KRA 1.3.5.11	Presentation to lender for financing under the DCA facility if requested by the pilot project partner.			
KRA 1.3.5.12	Establish baseline energy consumption.		•	

KRA 1.3.5.13	Prepare, launch tender, select successful bidder, submit for USAID approval and award contracts for pilot project Detailed Design (DD) and implementation. (USAID to approve within one week of submission.)		•	
KRA 1.3.5.14	Partner identifies independent supervisor for works.		•	
KRA 1.3.5.15	Require permits necessary for renovation/construction works to be obtained by partner.		•	
KRA 1.3.5.16	Oversee pilot project work.		•	
KRA 1.3.5.17	3E, project partner and independent supervisor sign off on PP implementation completion.		•	
KRA 1.3.5.18	Perform post-installation monitoring and verification.		•	

KRA 2	<i>Increase private sector access to credit for energy efficiency activities.</i>			
KRA 2.1	Identify commercial banks extending credit for EE.	•		
KRA 2.2	Organize a round table with the banks on increasing private sector access to EE financing.	•		

KRA 3	<i>Train a commercial bank in loan appraisal and financial product development in support of the energy efficiency sector.</i>			
KRA 3.1	Identify training needs of Raiffeisen personnel.	•		
KRA 3.2	Prepare and implement agreed training for Raiffeisen Bank to enhance its performance to appraise loan proposals under the DCA facility. (USAID to approve training content within one week of submission.) show	•		

KRA 4	<i>Increase the capacity of at least 50 SMEs to directly apply for and/or provide technical assistance for EE loans and investments.</i>			
KRA 4.1	Prepare a workshop on “development of bankable EE project proposals” and implement the workshop in the region of each of the 10 pilot project locations. (USAID to approve workshop content within one week of submission.)		•	

KRA 5	<i>Increase the capacity of selected public sector counterparts to apply for and repay EE loans and undertake EE investments.</i>			
KRA 5.1	Prepare a workshop on “development of bankable EE project proposals” and implement the workshop at public sector counterparts that decide to co-fund their share in pilot projects using loan proceeds		•	

under the DCA facility or from other lending source. (USAID to approve workshop content within one week of submission.)			
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Task Objective 2: Increase public and private sector capacity

KRA 1	<i>Increase the capacity of public sector counterparts to understand and implement energy efficiency programs.</i>			
KRA 1.1	Prepare and implement workshops on `Green office` practices at participating public sector buildings. (USAID to approve workshop content within one week of submission.)		•	
KRA 1.2	Prepare and implement EE workshops on energy management in the region of each of the 10 pilot project locations. (USAID to approve workshop content within one week of submission.)		•	
KRA 1.3	Demonstrate and promote case studies of successful implementation of the pilot projects.		•	

KRA 2	<i>Increase the capacity of SMEs to understand and implement energy efficiency programs.</i>			
KRA 2.1	Prepare and implement EE workshops for SMEs on energy management in the region of each of the 10 pilot project locations. (USAID to approve workshop content within one week of submission.)		•	
KRA 2.2	Prepare and implement EE workshops for SMEs on “energy auditing in buildings and typical EE measures for buildings” in the region of each of the 10 pilot project locations. (USAID to approve workshop content within one week of submission.)		•	
KRA 2.3	Demonstrate and promote case studies of successful implementation of the pilot projects.		•	

Task Objective 3: Raise public awareness

KRA 1	<i>Website development and activation.</i>			
KRA 1.1	Define technical requirements for website design.	•		
KRA 1.2	Define content structure for website design.	•		
KRA 1.3	Website design.	•		
KRA 1.4	Prepare and upload content for initial functionality of website. (USAID to approve content within one week of submission.)	•		
KRA 1.5	Ongoing website content management, regular upload of news, announcements, project files, links etc. (USAID to approve content within one week of submission.)	•		

KRA 2	<i>Media</i>			
KRA 2.1	Identify and establish contacts with media members/representatives for potential cooperation	•		

	(journalists, editors, producers, media associations).			
KRA 2.2	Organize media coverage of workshops, trainings, presentations and other PR events.		•	
KRA 2.3	Development of 3E press-packets. (USAID to approve content within one week of submission.)		•	

KRA 3	Handouts and Information.			
KRA 3.1	Develop 1-page Fact Sheet on 3E project. (USAID to approve fact sheet within one week of submission.)	•		
KRA 3.2	Develop hand-out on EE basics. (USAID to approve hand-out within one week of submission.)	•		
KRA 3.3	Develop press releases on key project activities. (USAID to approve press releases within one week of submission.)	•		
KRA 3.4	Develop one page fact sheet on each pilot project. (USAID to approve fact sheet within one week of submission.)		•	

KRA 4	E Info-boards for public sector.			
KRA 4.1	Initial and final design of info-board template. (USAID to approve content within one week of submission.)		•	

KRA 5	3E e-Newsletter.			
KRA 5.1	Identification of target groups for e-Newsletter dissemination.		•	
KRA 5.2	e-Newsletter preparation and dissemination. (USAID to approve content within one week of submission.)		•	

KRA 6	Consumer and Public associations.			
KRA 6.1	Develop hand-out for associations. (USAID to approve hand-out within one week of submission.)	•		
KRA 6.2	Prepare workshops for association members. (USAID to approve workshop content within one week of submission.)		•	
KRA 6.3	3E and associations hold joint press conferences. (USAID to approve press releases within one week of submission.)			

KRA 7	Promotion of awareness on energy technology.			
KRA 7.1	Facilitate presentations of energy-related SMEs on products, services and technology solutions.		•	

KRA 8	DCA Information Dissemination.			
KRA 8.1	Provide information on financing opportunities under the DCA facility on website.			
KRA 8.2	Disseminate information on DCA through hand-out			

	packages in workshops and presentations.			
KRA 8.3	Advise and support RBA in the development of a RBA initiated DCA promotional campaign it chooses to conduct.			

ANNEX B

Performance Based Monitoring Plan (PBMP) ³

Indicator 1⁴	Target	Achieved
Number of pilot projects implemented.	10	9
Percentage of cost share.	30%	86%

Indicator 2⁵	Target	Achieved
Energy saved as a result of USG assistance – Standard F indicator.		1,214MWh per year
Quantity of greenhouse gas emissions, measured in metric tons CO2 equivalent, reduced or sequestered as a result of USG assistance – Standard F indicator.		378 tCO2 per year
Amount of costs saved.		107,000 KM per year

Indicator 3	Target	Achieved
Number of technical and financial analyses.	30	43
Number of bankable project proposals.	10	0
Number of presentations to lenders. (Amount of private financing mobilized with a DCA guarantee - Standard F indicator)		

Indicator 4	Target	Achieved
Number of bank staff who have passed through energy efficiency project financing training. (Number of people receiving USG supported training in technical energy fields – Standard F indicator)	10	30

Indicator 5	Target	Achieved
Number of public sector counterparts trained on the benefits of energy management (Number of people receiving USG supported training in energy related business systems - Standard F indicator).	20	250

Indicator 6	Target	Achieved
Number of SMEs trained on energy management, technical energy fields, and development of bankable project proposals (Number of people receiving USG supported training in technical energy fields - Standard F indicator).	50	204

Indicator 7	Target	Achieved
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³ As indicators occur, they will be added to this chart.

⁴ Indicator 1 is updated after a pilot project inauguration is completed as per Table 1..

⁵ Indicator 2 is updated after the M&V procedure for each pilot project is completed as per Table 1.

Number of EE project applications received as a result of information dissemination.	30	68
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Indicator 8	Target	Achieved
Number of website hits.	4500	12642

Indicator 9	Target	Achieved
Number of seminars for chambers of commerce and crafts and consumers associations.	11	10

Indicator 10	Target	Achieved
Number of technology providers presenting their solutions.	9	21