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TRANSFORMER

Capacity building activity report

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Abstract

This deliverable includes information on the Capacity Building activities held within the TRANSFORMER project to internal and external stakeholders. In addition to the report on the Capacity Building training for TRANSFORMER partners, the deliverable also outlines the User Forum building process, and the corresponding Capacity Building Plan that external participants followed. This deliverable is an output of Task 6.4 on *Training and capacity building*, led by ENoLL.

Project Partners

Organisation	Country	Abbreviation
RUHR-UNIVERSITAET BOCHUM	DE	RUB
RUPPRECHT CONSULT-FORSCHUNG & BERATUNG GMBH	DE	RC
BUSINESS METROPOLE RUHR GMBH	DE	BMR
REGIONE EMILIA ROMAGNA	IT	RER
FONDAZIONE ISTITUTO SUI TRASPORTI E LA LOGISTICA	IT	ITL
FIT CONSULTING SRL	IT	FIT
DOLNOSLASKI FUNDUSZ ROZWOJU sp. z o.o.	PL	DFR
UNIWERSYTET WARSZAWSKI	PL	Uni Warsaw
FUNDACJA DUMNI Z LUBINA	PL	Dumni z Lubina
ANKO DYTIKIS MAKEDONIAS A.E. - ANAPTYXIAKOS ORGANISMOS TOPIKIS AFTODIIKISIS	GR	ANKO
ETHNIKO KENTRO EREVNAS KAI TECHNOLOGIKIS ANAPTYXIS	GR	CERTH
TWENTY COMMUNICATIONS SRO	SK	TWE
EUROPEAN NETWORK OF LIVING LABS IVZW	BE	ENoLL

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List of Acronyms

CBP	Capacity Building Plan
GIZ	Deutsche Gesellschaft für Internationale Zusammenarbeit
JTIG	Just Transition Institute Greece
SMEs	Small and medium-sized enterprises
SWOT	Strengths, Weaknesses, Opportunities, and Threats
T	Task
TG	Target Group
TSL	Transition Super Lab
UF	User Forum
WP	Work Package
QRAFT	Quantitative Assessment Framework

Executive Summary

This deliverable outlines the Capacity Building Plan (CBP) developed as part of the TRANSFORMER project, which seeks to enable European regions to achieve systemic transformation toward climate neutrality. The deliverable details the strategic activities undertaken to enhance the skills and knowledge of regional stakeholders, ensuring they are well-equipped to implement and replicate the Transition Super Labs (TSLs) concept within their local contexts. By fostering innovation and cross-sectoral collaboration, the TRANSFORMER project aims to accelerate regional transformations, contributing to the broader goals of Horizon Europe.

The primary objective of the Capacity Building activities, developed within Work Package 6 *Dissemination, Networking, Training & Exploitation* of the TRANSFORMER project, was to support both internal project partners and external stakeholders in effectively deploying the TSL concept. The internal training activities targeted the four pioneer regions—Emilia Romagna in Italy, the sea in Germany, Western Macedonia in Greece, and Lower Silesia in Poland. External training activities were directed towards stakeholders expressing interest in the TSL methodology through an Open Call. These stakeholders, hailing from Spain, Greece, Switzerland, Turkey, Montenegro, the Netherlands, and India, were selected to join the User Forum. The goal was to ensure that these actors could navigate the complexities of systemic transformation by applying the methodologies and tools provided through the Capacity Building Programme.

To meet these objectives for internal and external training needs, a comprehensive methodology was employed. Internal capacity building focused on the pioneer regions, providing targeted training sessions on the Living Lab methodology and its application within the TSL framework. These sessions covered critical topics such as stakeholder engagement, vision process building and co-creation, through practical workshops and personalised guidance. The internal capacity-building activities were crucial in implementing the project's TSL activities, as they helped the pioneer regions understand and apply the TSL methodologies effectively, ensuring successful project execution.

Externally, the User Forum was established as a key platform for engaging follower regions. This forum, created through an Open Call, facilitated knowledge exchange and peer learning, enabling external stakeholders to develop replication plans that were informed by the experiences of the pioneer TSLs. The User Forum sessions played a pivotal role in leading to the replication of the TSL concept, allowing actors to gain insights from the pioneer regions, and helping them to adapt and implement the TSL methodologies within their own contexts. The User Forum sessions generated significant insights, leading directly to the creation of replication plans. These plans were developed based on the learning outcomes shared during the User Forum, which highlighted common challenges such as governance issues, the need for effective stakeholder engagement, and the importance of securing long-term funding. The replication plans emphasized the alignment of regional strategies with national and European climate goals, showcasing the practical application of the TSL concept in diverse socio-technical environments.

Moreover, the Capacity Building Programme and the User Forum were instrumental in enabling the successful application and replication of the TSL concept across various European regions. The lessons learned and strategies developed through these initiatives not only strengthened the capacities of the



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pioneer regions but also extended the impact of the TRANSFORMER project to a wider audience. This deliverable provides a comprehensive account of these activities, offering valuable insights for future initiatives aimed at fostering systemic transformation and achieving climate neutrality across Europe.

This deliverable presents the approach in developing the training program for both internal and external stakeholders in Chapter 2, provides further details on the trainings conducted and key insights in Chapter 3 and provides conclusions and recommendations in Chapter 4.



1 Introduction

The TRANSFORMER Capacity Building Plan (CBP) is a training initiative of the TRANSFORMER project that was implemented throughout the project's duration, designed with two main objectives:

- To equip project partners, through internal trainings who are directly working in a TRANSFORMER Super Lab (TSL), with the skills needed to effectively plan, manage, and implement TSLs within their respective regions.
- To expand the reach of the TSL methodology to stakeholders beyond the project, through external trainings known as the User Forum. Through this online course, we aimed to inspire and educate external stakeholders about the methodology while gathering feedback on the project's key outputs.

The Capacity Building Plan is a key component of Work Package 6, which focuses on *Dissemination, Networking, Training & Exploitation*, specifically Task 6.4 *Training and Capacity Building*. The implementation of this programme enhanced the knowledge, skills, and resources of both project partners and User Forum stakeholders. The internal and external training sessions, along with peer-to-peer exchanges and collected feedback, resulted in the development of essential guidelines and learning materials that can be adopted by other European regions looking to implement the TSL methodology.

Through the CBP we aimed to:

- Assist in up-skilling or re-skilling human resources and strengthen their participation in the transition process,
- Co-design more liveable cities and regions,
- Define and adapt governance structures of the regional actors,
- Strengthen the participation of stakeholders in the training process,
- Ensure correct implementation of the Living Lab methodology in the TSL regions and participation of the quadruple helix stakeholders.

The training programme included a blend of on-site, online and hybrid trainings including:

- Workshops
- Webinars
- Study tours
- E-learning courses
- Peer-to-peer exchanges
- Toolkits
- Knowledge Hub

This deliverable provides a comprehensive overview of the Capacity Building Programme, its development and implementation. Chapter 1 details its development process, including contributions from various partners and the target audience, while Chapter 2 expands on the approach to select the trainings and participants for the external training programme. Chapter 3 offers an in-depth look at the programme's specifics for both internal project partners and external regions and key take-aways. Chapter 5 concludes with recommendations and final conclusions.

1.1 Target groups

The Capacity Building Programme is designed to reach directly or indirectly three different target groups described in Table 1.

Table 1 Training objective for target groups A, B and C

Target Group (TG)	Training objective	Types of training
TG A (TRANSFORMER Super-Lab level): core TRANSFORMER TSL owners (TSL management)	TG A will be trained and equipped to engage as experts in the knowledge transfer exercise with a wider group of stakeholders.	Internal training sessions and peer exchanges
TG B (Regional level): wider group of stakeholders from four involved TSLs that can make TSLs thrive and have the ability to push innovation at regional level forward, i.e. business creators, influencers, association	This group is indirectly influenced through the training and tools provided for TG A.	No specific training is designed for TG B.
TG C (EU level): stakeholders from other (follower) regions across Europe	The training will be set in place to push innovation at regional level, through the external training – the User Forum.	Online and in-person training sessions for stakeholders external for the project

Stakeholders of Target Group A are project partners managing the TSLs. These are:

- The Ruhr Area, Germany aims to develop hydrogen infrastructure. The TSL is hosted by the Business Metropole Ruhr (BMR), which is the economic development agency of the Ruhr Area. It is a public company, a 100% subsidiary of the Ruhr Regional Association.
- Emilia Romagna, Italy aims to harmonise mobility and energy plans. The Emilia Romagna TSL, in coordination with Emilia Romagna region, is led by the non-profit foundation, the institute of Transport and Logistics (ITL) in cooperation with RER. The main activities of this foundation aim to foster the development and support of logistics and transport systems in the Emilia-Romagna region through research, consultancy and training
- Lower Silesia, Poland aiming to develop rail infrastructure and hydrogen buses. The Lower Silesia TSL is hosted by the fund of the lower Silesian voivodship (DFR), which is a specialised regional financial institution that supports micro, small and medium enterprises.
- Western Macedonia, Greece aims to develop electric mobility, circular economy and carbon capture. The Western Macedonia TSL is led by ANKO in coordination with CERTH. ANKO SA, which is also the host organisation of the TSL, was created by the local authorities, the State, the agricultural cooperatives and Chambers of Commerce. It acts as a scientific organisation for the regional development approach.

Target Group C comprises regions from Europe and associated countries aiming to learn from the TRANSFORMER project to implement the TSL methodology in their region. The Group was assembled through an Open Call. Further information on how the User Forum was developed and which organisations participated in the User Forum is found in Chapter 2.

1.2 Contribution of partners

The Capacity Building Plan for the internal trainings was designed and implemented by ENOLL, while various project partners contributed to the development of the external training – the User Forum. The dissemination lead, TWE, promoted the User Forum through the project website and social media to attract participants, while all project partners promoted the User Forum through internal dissemination channels. The curriculum for the User Forum was collaboratively developed by RC, ENOLL, and RUB, ensuring that the lessons offered reflect the project's learnings. Additionally, various project partners delivered specific lessons, all moderated by ENOLL. The sessions included:

- Session 1: User Forum launch: Introduction, led by ENOLL
- Session 2: How to design inclusive regional transitions, presented by RUB
- Session 3: TSL Roadmap and transition model Knowledge Hub & toolkit presentation, overview of assessment frameworks given by CERTH, FIT and RC
- Session 4: Insight into regions' process of shaping their vision and initiate conversations about stakeholder engagement, given by BMR, ENOLL and external expert Gerd Schönwälder
- Session 5: TSL Roadmap, presented by RC
- Session 6: Transition Readiness Self-Assessment Tool and Quantitative Assessment Framework (QRAFT) presented by CERTH and RUB
- Session 7: Action plan development, Funding and financing presented by ENOLL and BMR
- Session 8: Lessons learned from TSLs moderated by ENOLL

1.3 Relation to other activities

The Capacity Building Plan is an integral part of Work Package 6 on *Dissemination, Networking, Training & Exploitation*, specifically Task 6.4 *Training and capacity building*. The internal training activities draw from the work conducted within Work Package 2 *Mapping, defining, and categorising of Transition Super Labs* and Work Package 3 *Super-Lab development and pilots*. The methodologies used in the internal trainings are detailed in Deliverable D3.1: *Recommendations for Transition Super-Lab Coalitions Building, Empowering Vulnerable and Marginalised Groups, and Vision Process*.

The external training activities are connected to various project activities, drawing on information developed across different Work Packages. Below, sessions (from Session 2 to Session 7 which were reporting on the content) are aligned with the corresponding Work Package or Deliverable where the knowledge was developed, providing more detailed information.

- **Session 2:** How to Design Inclusive Regional Transitions, presented by RUB, drew upon insights from **Work Package 2**, particularly Deliverables *D2.1 Summary of Data Collection on TSL Predecessors* and *D2.4 Academic Working Paper(s) for Conceptual Framing of Transition Super-Labs*.
- **Session 3:** TSL Roadmap and Transition Model Knowledge Hub & Toolkit Presentation, Overview of Assessment Frameworks, given by CERTH, FIT, and RC, was rooted in the work of **Work Package 4** and supported by the following deliverables: The Knowledge Hub: *D4.4 Knowledge Hub*; The Roadmap: *D4.1 Super-Lab Roadmap - Version 1*; *D4.2 Transition Super-Lab Roadmap*; Toolkit: *D4.3 Toolkits (incl. Matchmaking*

System) for Transition Super-Lab Roadmap Implementation; D5.4 Guidelines for Super-Labs Tools Utilisation

- **Session 4:** Insight into Regions' Process of Shaping Their Vision and Initiating Conversations about Stakeholder Engagement, presented by BMR, ENOLL, and external expert Gerd Schönwälder, was based on the work conducted in **Work Package 3**, particularly Deliverable *D3.1 Recommendations for Transition Super-Lab Coalitions Building, Empowering Vulnerable and Marginalised Groups, and Vision Process*.
- **Session 5:** The TSL Roadmap, presented by RC, was based on **Work Package 4**, drawing from Deliverables D4.1 and D4.2. This session also served to gather feedback on the ongoing work for the second deliverable on the Roadmap preparation.
- **Session 6:** The Transition Readiness Self-Assessment Tool and the Quantitative Assessment Framework (QRAFT), presented by CERTH and RUB, was grounded in **Work Package 5**, specifically Deliverables *D5.1 Framework for Super-Labs Assessment - Version 1* and *D5.2 Framework for Super-Labs Assessment – Version 2* and **Work Package 2**, specifically the *Deliverable D2.2: Quantitative mapping research report*
- **Session 7:** Action Plan Development, Funding and Financing, presented by ENOLL and BMR, was based on **Work Package 3**, particularly Deliverable *D3.3 Transition Super-Lab Action Plan*.

2 Approach

The primary objective of Task 6.4 was to develop a comprehensive Capacity Building Plan, along with a modular package of tools and methodologies for capacity-building. The implementation of Task 6.4 involved both **internal training** activities for TRANSFORMER pioneer TSLs and **external capacity-building activities – the User Forum**. This chapter is organized into two sub-sections. Section 2.1 discusses the approach taken in preparing the internal training activities, while Section 2.2 covers the strategy for establishing the User Forum and conducting training activities for external stakeholders. In Table 2 the overview of activities for both internal and external stakeholders is shown.

Table 2 Internal and External Capacity Building Activities

When	Form	Topic	Type and Target Group	Type
December 2022	Online training	Introductory training	TG A	Internal
February 2023	Online meetings	Mapping Canvas, understanding the specific context of the TSLs	TG A	Internal
March 2023	Online training	Civil society engagement	TG A	Internal
March 2023	In-person workshop, peer exchange Study tour in Bologna	Co-creation and stakeholder engagement	TG A	Internal

September 2023	Open debate at OpenLivingLab Days event	Presenting the TSL concept	TG C	External
September 2023	Peer exchange and Study tour in Wroclaw	Peer exchange	TG A	Internal
November 2023	User Forum Session 1	Introduction	TG C	External
December 2023	User Forum Session 2	How to design inclusive regional transitions	TG C	External
January 2024	User Forum Session 3	TSL Roadmap and transition model Knowledge Hub & toolkit presentation, overview of assessment frameworks	TG C	Internal and External
February 2024	User Forum Session 4: Brussels event	Vision development and Stakeholder engagement	TG A and TG C	Internal and External
March 2024	User Forum Session 5	TSL Roadmap: Further insights	TG C	External
March 2024	Study tour in Greece	Peer exchange	TG A	Internal
April 2024	User Forum Session 6	Transition Readiness Self-Assessment Tool, Quantitative Assessment Framework (QRAFT)	TG C	Internal and External
May 2024	User Forum Session 7	Action plan development, Funding and financing	TG C	Internal and External
June 2024	User Forum Session 8: Final event	Presentation of results	TG A	Internal and External
June 2024	Toolkit launch	Toolkit	TG A and TG C	Internal and External
June 2024	Knowledge hub launch	Portfolio of zero-carbon-related transition solutions (strategies, performing practices and solutions)	TG A and TG C	Internal and External

2.1 Internal training approach

The internal training activities for the TRANSFORMER partners were led by ENOLL. These focused on the Living Lab Methodology and its associated tools. The Living Lab methodology is an open innovation ecosystem where stakeholders from the quadruple or quintuple helix — including government, academia, business, civil society, and in the case of the quintuple helix, the environment—collaborate in a real-life setting to co-create and test new solutions, services, and products.

Although TSLs are regional Living Labs, the core principles and key components of the Living Lab methodology remain fully applicable to the TSL concept, while being adaptable to regional specificities and diversity. As outlined in *D2.1 Summary of data collection for TSL predecessors*, TSLs involve the quintuple helix approach, ensuring that environmental considerations are integrated into regional innovation processes. The core characteristics of TSL are highlighted in Figure 1.

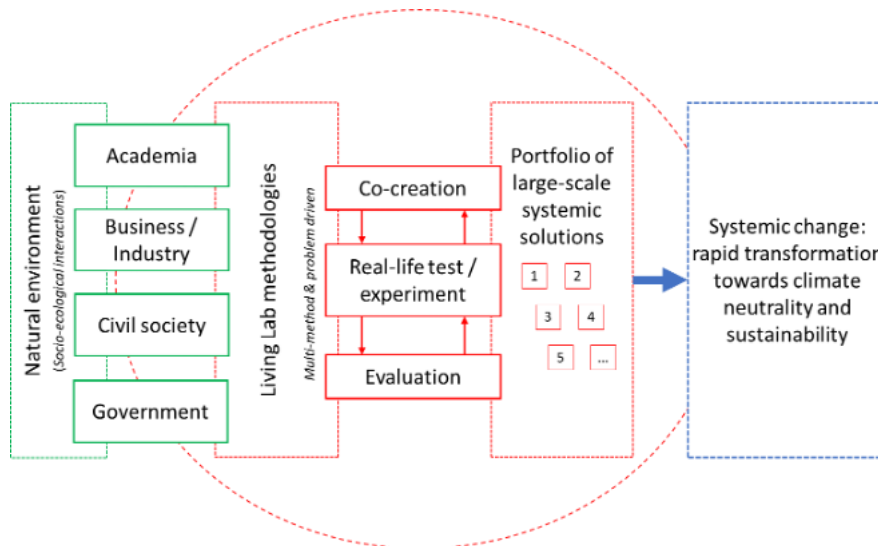


Figure 1 Elements of a Transition Super Lab as designed for D2.1 Summary of data collection for TSL predecessors

As a leading expert in Living Labs, ENOLL leveraged its expertise through internal capacity-building activities, sharing vital knowledge with the TSL pioneer partners. This support was crucial for the effective implementation of their activities within their TSLs, such as coalition building and the visioning process which were studied in Work Package 3 and presented in *D3.1 Recommendations for Transition Super-Lab Coalitions Building, Empowering Vulnerable and Marginalised Groups, and Vision Process*.

Internal needs assessment

Before implementing internal training activities, it was crucial to first conduct a thorough needs assessment with the TRANSFORMER partners.

Although potential training topics were initially identified during the project proposal phase—such as innovative funding models (e.g., green financing and creative (crowd-)funding), coalition design and co-development of Super-Labs (including governance models, mission-oriented engagement

processes, business modelling, and planning), and cooperation models between the public and private sectors—it was essential to conduct an additional needs assessment during the project implementation phase. This further assessment was necessary to tailor capacity-building activities to the specific needs of the pioneer TSLs and align them with the project's evolving requirements.

Therefore, it was essential to first provide partners with a comprehensive introduction to the Living Lab methodology through an introductory training session covering the basics and methodology of Living Labs. This training, conducted in December 2022 by ENOLL and RUB, aimed to ensure that all partners had a clear understanding of the key components of Living Labs, including their methodologies and stakeholder engagement strategies. Additionally, the session demonstrated how these components could be adapted and applied within the regional context of each TSL, considering the unique needs and dynamics of each region.

Following this training, an **online survey** was distributed to the four TSL partners to gather detailed information on their specific needs. The survey found that topics related to Living Labs, including their challenges, governance, key components, and overall value, were considered most useful by the partners.

Subsequently, a Mapping Canvas tool was introduced to help map their current state and assess their training needs. The Mapping Canvas, depicted in Figure 2 Mapping Canvas, was presented in detail in *D3.1 Recommendations for Transition Super-Lab coalitions building, empowering of vulnerable and marginalised groups, and vision process*. It was completed by the TSLs in January 2023, with further discussions on the Canvas occurring in February 2023. These discussions allowed partners to elaborate on their inputs, providing a clearer picture of their need.

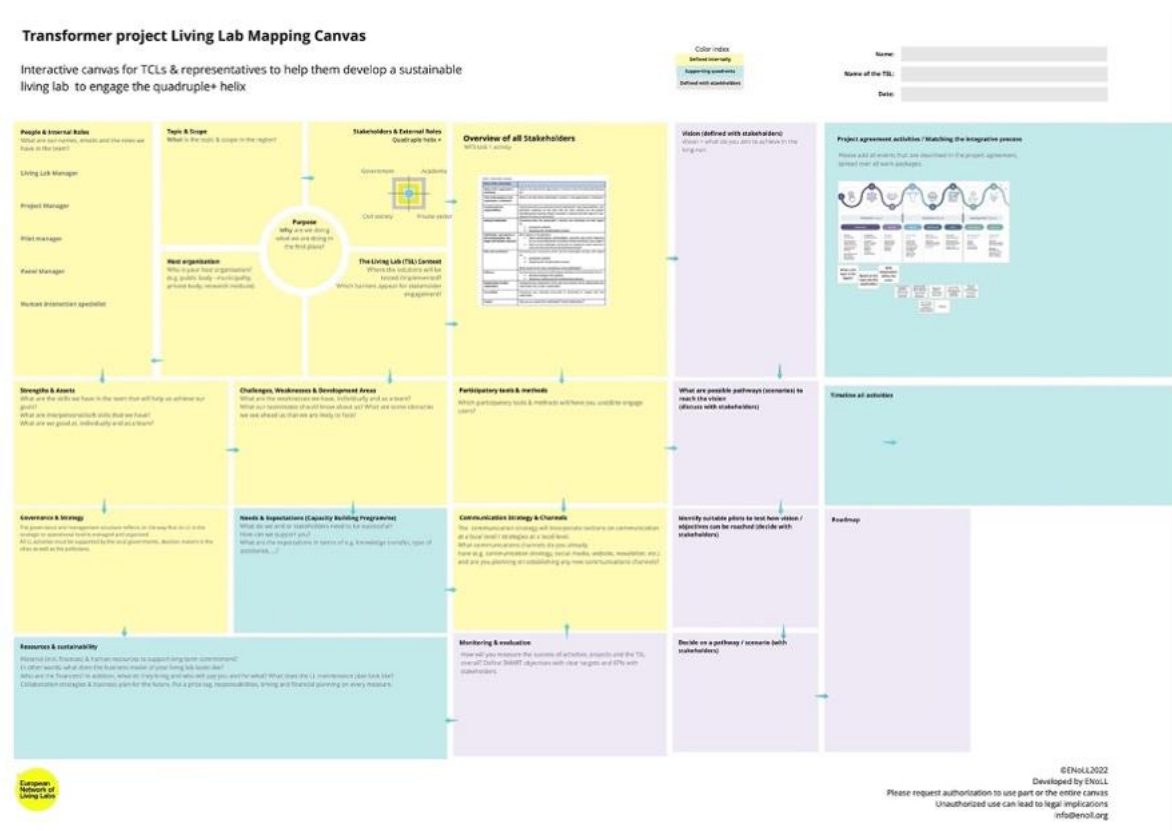


Figure 2 Mapping Canvas

Additionally, further feedback was obtained during the coalition-building exchange held in January 2023 and led by BMR. This meeting provided valuable insights into the specific needs of the TSLs. Emilia Romagna expressed a need for **methods and tools**, while Lower Silesia sought **best practices for stakeholder engagement** to ensure active participation, including methods and tools. Western Macedonia requested guidance on establishing **networking opportunities** and solutions, and the Ruhr Area sought support on **methodologies and opportunities to exchange with other TSLs**.

This comprehensive approach—combining surveys, the Mapping Canvas, and coalition-building exchanges—ensured a thorough understanding of the training needs across all regions. Further information on the internal training activities is outlined in Chapter 3.

2.2 External training approach – the User Forum

The TRANSFORMER User Forum was created as a key component of the TRANSFORMER project to promote collaboration among stakeholders committed to systemic sustainability transformation. It also served as a financing mechanism to support the transfer and implementation of the Transition Super Labs (TSL) concept to external stakeholders. Through the Forum, selected participants gained access to tools, methodologies, and funding opportunities to aid their journey toward climate transition.

Open Call Process

The Open Call for the TRANSFORMER User Forum was launched on 1 September 2023, with a submission deadline initially set for 15 October 2023, later extended to 23 October 2023. This call was designed to engage a diverse group of stakeholders across Europe, encouraging the application of Living Lab methodologies and innovative approaches developed within the TRANSFORMER project.

Targeted Applicants

- Organizations, businesses, civil society groups, or individuals from the EU interested in hosting a TSL in their region.
- Stakeholders with experience in scaling up Living Lab methodologies, particularly in stakeholder engagement for regional sustainability.
- Applicants with prior experience in regional sustainability initiatives involving the quadruple/quintuple helix model.
- Applicants were required to submit detailed proposals outlining their plans for systemic transformation, specifying the TRANSFORMER thematic pillars they intended to address and the replication level they sought to achieve.

Replication Levels and Funding

The User Forum offered two replication levels, each with distinct activities and funding limits:

Replication Level 1: "Being Inspired"

- Participants accessed the Capacity Building Programme to understand the TSL concept and develop a replication plan.
- Access to the Quantitative Regional Assessment Framework Tool (QRAFT) for data interpretation and benchmarking.

Replication Level 2: "Replication Potential"

- In addition to the Capacity Building Programme, participants could conduct a feasibility study using TRANSFORMER assessment methodologies (QRAFT, Transition Readiness Assessment, and Evidence-based Use Case Impact Assessment).
- Funding was capped at €1,000 for Level 1 and €2,500 for Level 2.

User Forum Dissemination

The dissemination of the User Forum was conducted through various channels to maximize outreach and attract diverse participants. Below is a summary of the dissemination activities:

Activity	Details
Communication Materials	TWE prepared a flyer to promote the User Forum, seen in Figures 3 and 4.
ENoLL Internal Mailing List	The call was disseminated within ENoLL's internal mailing list, reaching 170+ active members and key representatives.
Web and Social Media	The call was shared on partners' websites and social media channels, including LinkedIn and ELTIS.org.
Targeted Invitations	Stakeholders, including World Bank Tunisia and Union for the Mediterranean, were directly invited to respond to the Open Call.
Related Projects	Dissemination through related projects like Urban Transition Mission Center (UTMC) and Living-in-EU, involving partners such as Eurocities and ICLEI.
GRETA Cluster Event (20 September 2023)	Information about the User Forum was provided to participants.
OpenLivingLab Days (21-22 September 2023, Barcelona)	Flyers were distributed at the ENoLL booth, and the forum was discussed during a panel.
European Week of Regions and Cities (9-12 October 2023)	Dissemination occurred at the networking area.

Committee of the Regions	The call was shared through Committee of the Regions email channels.
Urban Mobility Days (4-6 October 2023)	Dissemination took place at the exhibition area.
TRANSFORMER Side Event (17 October 2023)	The forum was promoted during the event at the European Week of Regions and Cities.



The flyer is divided into three main vertical sections. The left section is light blue and contains a calendar icon at the top, followed by a 'Key Dates:' header. Below this, it states 'The call closes on **October 15th, 2023**. Proposal evaluations will be completed within two weeks after the closing date.' and features the date 'OCT 15th, 2023' in large teal letters. Further down, it says 'Mark your calendars for **November 1st, 2023**, when the **TRANSFORMER User Forum CALL OPENS!**' and features the date 'NOV 1st, 2023' in large teal letters, accompanied by a calendar icon with a checkmark. The middle section is a teal vertical bar with an icon of three people at the top. It contains a white rounded rectangle with the text: 'Join us in accelerating the transition to climate neutrality, leaving a lasting impact on Europe's sustainable future. Together, let's pave the way for a greener, more resilient tomorrow!'. Below this, on a green background, it provides the website 'www.transformer-project.eu/user-forum' and social media handles for X ('Transformer_eu') and LinkedIn ('/transformer-eu'). The right section is light blue and features the 'transformer' logo at the top. It has a large white rounded rectangle with the text 'CALLING ALL EUROPEAN REGIONS!' in bold teal letters. Below this, it says 'Join the TRANSFORMER User Forum for a climate-neutral future!'. At the bottom of this section is an illustration of various sustainable energy and mobility icons (wind turbines, solar panels, electric car, bicycle, etc.) arranged around a central circle with stars, and the 'Funded by the European Union' logo at the very bottom.

Figure 3 User Forum flyer front page



Are you passionate about accelerating the transition to climate neutrality in your region?

Excited to be part of a dynamic community of changemakers from diverse backgrounds? HERE'S YOUR CHANCE!

Introducing the TRANSFORMER USER FORUM, an open call for European regions to embrace the transition super lab approach and drive positive change!

What the User Forum Offers:

- Knowledge Exchange:** Engage in online and in-person events, fostering collaboration and learning among regions and scaling up living lab methodologies.
- Practical Insights:** Gain valuable insights into successful TSLs already making an impact in **Emilia Romagna (Italy), Lower Silesia (Poland), Ruhr Area (Germany), and Western Macedonia (Greece).**
- Funding Possibilities:** Explore ongoing funding opportunities through our extensive network of partners, helping you finance your climate initiatives.
- Conduct Studies:** Apply for funding to assess the potential and challenges of TSL implementation in your region. Share your findings with fellow participants and pilot TSLs for collective problem-solving.
- The User Forum presents** an excellent opportunity for European regions to collaborate, exchange knowledge, and replicate successful social innovation initiatives using the TSL methodology. An overall fund of €50,000 is available to support 11 regions to participate and to contract experts.
- Who is eligible to apply:** Legal entity established in a Member State of the European Union and Third countries associated to Horizon Europe, namely Albania, Armenia, Bosnia and Herzegovina, Faroe Islands, Georgia, Iceland, Israel, Kosovo, Moldova, Montenegro, New Zealand, North Macedonia, Norway, Serbia, Tunisia, Türkiye, Ukraine.

We Are Looking For:

Are you the driving force behind a transformative regional initiative? We want you on board! We're seeking:

- Organizations, Businesses, and Civil Society Groups:** Host a Transition Super Lab in your region and be a catalyst for change.
- Scaling-Up Living Lab Innovators:** If you're already experimenting with scaling-up living lab methodologies for regional sustainability goals, you're the perfect fit.
- Regional Sustainability Champions:** Share your experience in projects aimed at achieving sustainability, involving stakeholders from the quadruple/quintuple helix.

Our Expectations:

We believe that collaboration is key to achieving a climate-neutral future. We expect:

- Active Involvement:** Participate enthusiastically in all forum events and workshops to ensure a valuable exchange of knowledge and insights.
- Collaborative Engagement:** Share your experiences and expertise, contributing to the success of the TRANSFORMER project.

Figure 4 User Forum back page

Applications and Formation of the User Forum

In total, we received 9 applications from Turkey, the UK, Switzerland, Germany (for an organisation based in India), two from Greece, Spain, Montenegro and the Netherlands. These were high-quality applications, as most of the applicants are ENOLL-certified LLs and have high replicability potential.

Selection criteria were set up, and the applicants were scored from 1 (low) to 5 (high) based on the following criteria:

- **Criteria 1 (1-5):** Hosting capacity & motivation
 - Assessment on Ability and willingness to host a Transition Super Lab
- **Criteria 2 (1-5):** Experience and engagement in Regional Sustainability initiatives
 - Prior experience in scaling up Living Lab methodologies,
 - Engagement with stakeholders from the quadruple/quintuple helix
 - Past involvement in regional sustainability projects.
- **Criteria 3 (1-5):** Resource allocation

An evaluation grid was developed for each criteria, complemented by an eligibility check. Candidates were able to score the highest number of points for Criteria 2, which included 3 sub-questions. The evaluation was conducted by ENOLL and RC, and discussed. Weights were given to different criteria. Figure 5 displays the chosen participants according to their respective countries, illustrating the project's geographical reach in relation to TSL regions and User Forum regions.

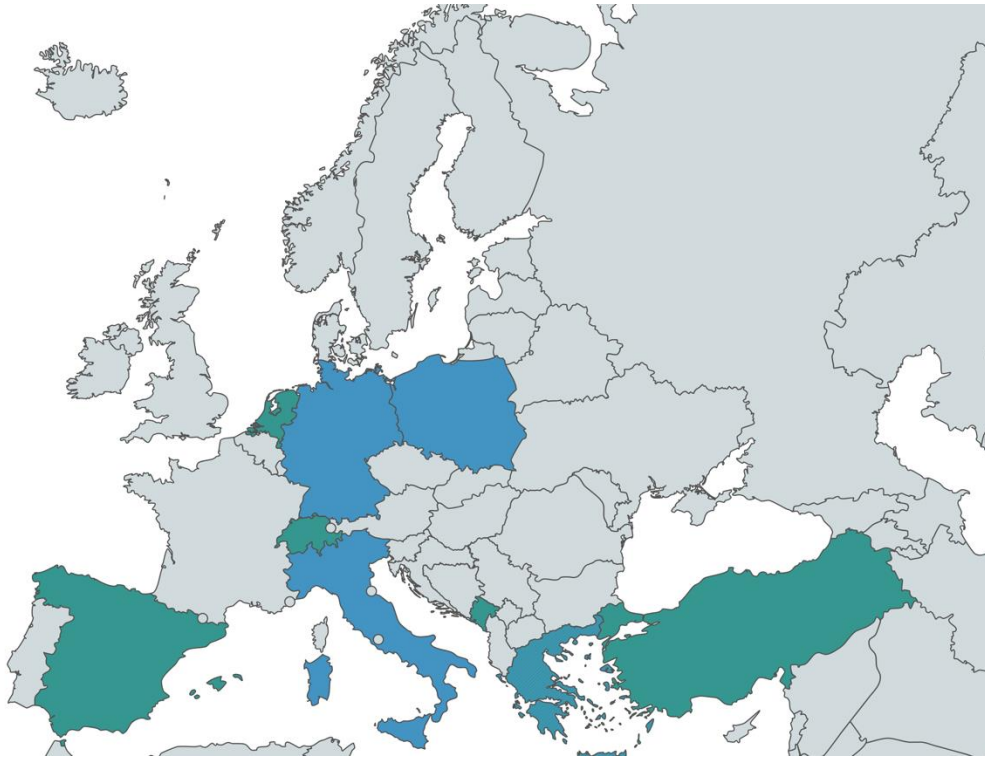


Figure 5 Map of participating countries in the User Forum (Green) and TRANSFORMER TSLs (blue)

In addition to the selected applications, Indian applicant was invited to participate in the digital sessions of the user forum, as their contribution was deemed important by the project partners, but they were not able to receive funding for their participation. Table 3 showcases the User Forum participants.

Table 3 User Forum participants

Organisation	Region and Country of the Applicant	Role of the person representing the organisation
Basaksehir Living Lab	Istanbul, Turkey	Chief Executive Officer
Energy Living Lab	Wallis canton, Switzerland	President
Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ)	Germany and Bangalore, India	Urban Mobility Advisor
Just Transition Institute Greece (JTIG); Just Transition Living Lab	Western Macedonia, Greece	Co-founder
Universidad Autonoma de Barcelona	Catalunya, Spain	Coordinator
ADP-Zid Living Lab	Montenegro	Program Developer Assistant Professor
Utrecht University	Utrecht, The Netherlands	Researcher

Implementation of User Forum Programme

Following the selection of regions, ENoLL led a series of comprehensive training sessions for the User Forum members, conducted from November 2023 until June 2024 as showcased in Figure 6.



Figure 6 User Forum timeline

These training sessions were meticulously planned to cover all the key components that the project partners were working on, ensuring effective knowledge transfer, exchange, and replication of best practices. Each key component of the TRANSFORMER project was addressed during these training sessions. Project partners, who were leaders in these components, took the responsibility to present their activities and share the expertise they had gained throughout the project. The training sessions covered essential topics such as assessment tools, coalition building, action planning, roadmap development, and other methodologies crucial to the TRANSFORMER project’s success. Details of the training sessions are presented in Chapter 3.

These sessions were not only aimed at the User Forum participants but were also relevant to some project partners. For instance, training on financing opportunities was particularly valuable, offering insights beneficial for both external forum members and internal project partners. This dual focus ensured a win-win scenario where knowledge was effectively transferred within and beyond the project consortium, fostering a collaborative environment for systemic change.

Replication Reporting Process

At the end of the project, regions that participated in the TRANSFORMER User Forum were required to develop and submit a replication plan based on a template shown in Annex 3 created by ENoLL and RC. This plan was the culmination of their involvement in the forum and the training sessions and was intended to outline how each region would apply the knowledge, and methodologies gained from the TRANSFORMER project to their specific local contexts.

The replication plan was designed to provide a comprehensive strategy for how each region intended to implement TRANSFORMER's methodologies. This included specific objectives, and anticipated outcomes, ensuring a structured approach to their systemic transformation efforts. Additionally, the plan required regions to outline their strategies for sustaining these initiatives beyond the project's completion, ensuring that the impact of their work would be long-lasting and contribute to their ongoing transformation journey.

In July 2024, these replication plans were submitted to ENOLL and RC and underwent a rigorous common assessment process seen in Annex 4, ensuring that each region's approach was thoroughly evaluated and aligned with the overarching goals of the TRANSFORMER project.

3 Internal Capacity Building Activities

The training plan for the TRANSFORMER project partners officially commenced in December 2022 with a comprehensive introductory session, laying the foundation for the subsequent training modules. This initial training was designed to familiarize participants with the core concepts and methodologies central to the TRANSFORMER project, ensuring that all participants had a solid understanding of the foundational principles.

During this session, several critical topics were covered:

- **Understanding Living Labs and Transition Super Labs (TSLs):** The training began with an in-depth exploration of what constitutes a Living Lab and how these environments foster innovation and collaboration in real-world settings. Participants were introduced to the concept of Transition Super Labs (TSLs), which represent an advanced application of Living Labs aimed at facilitating large-scale systemic transformation. The distinctions and synergies between Living Labs and TSLs were clearly outlined to provide a comprehensive understanding of their respective roles in the TRANSFORMER project.
- **Key Elements and Components of Living Labs and TSLs:** Following the introduction to Living Labs and TSLs, the training delved into the essential elements and components that make these initiatives successful. Participants were educated on the key characteristics that define both Living Labs and TSLs, including the methodologies, processes, and frameworks that underpin their operation. This segment of the training was crucial for ensuring that participants could effectively engage with and contribute to the development and implementation of these labs within their regions.
- **Quadruple Helix Engagement:** Another vital topic covered during the training was the Quadruple Helix model of engagement, which emphasizes collaboration among four key stakeholder groups: academia, industry, government, and civil society. This model is central to the functioning of Living Labs and TSLs, as it promotes a holistic approach to innovation and problem-solving. The training provided practical insights into how to effectively engage each of these stakeholder groups, fostering meaningful collaboration and maximizing the impact of the labs.

- **The Value of Living Labs:** Participants were also introduced to the inherent value that Living Labs bring to the table. This segment highlighted the benefits of adopting a Living Lab approach, such as fostering innovation, enhancing stakeholder collaboration, and driving systemic change. The training underscored the unique value propositions of Living Labs, reinforcing their importance in achieving the goals of the TRANSFORMER project.
- **Challenges and Pitfalls of Living Labs:** The training did not shy away from discussing the potential challenges and pitfalls associated with implementing Living Labs. Participants were made aware of common obstacles, such as stakeholder disengagement, resource limitations, and the complexities of managing diverse interests. By addressing these challenges upfront, the training equipped participants with the knowledge and tools needed to anticipate and mitigate these issues, increasing the likelihood of success in their Living Lab endeavours.
- **Co-Creation Strategies:** A significant portion of the training was dedicated to co-creation methodologies, a cornerstone of the Living Lab approach. Participants learned about best practices for involving marginalized groups in the co-creation process, ensuring that all voices are heard and considered. The training also provided practical tips for adapting communication strategies based on the specific stakeholder group being engaged, as well as techniques for effective facilitation to guide collaborative processes.
- **Internal Structure and Governance of TSLs:** The session concluded with a detailed overview of the internal structure and governance of Transition Super Labs (TSLs). Participants were introduced to the various roles within a TSL and the governance frameworks that support their operation. This included a discussion on leadership, decision-making processes, and the distribution of responsibilities, all of which are crucial for maintaining an effective and sustainable TSL.

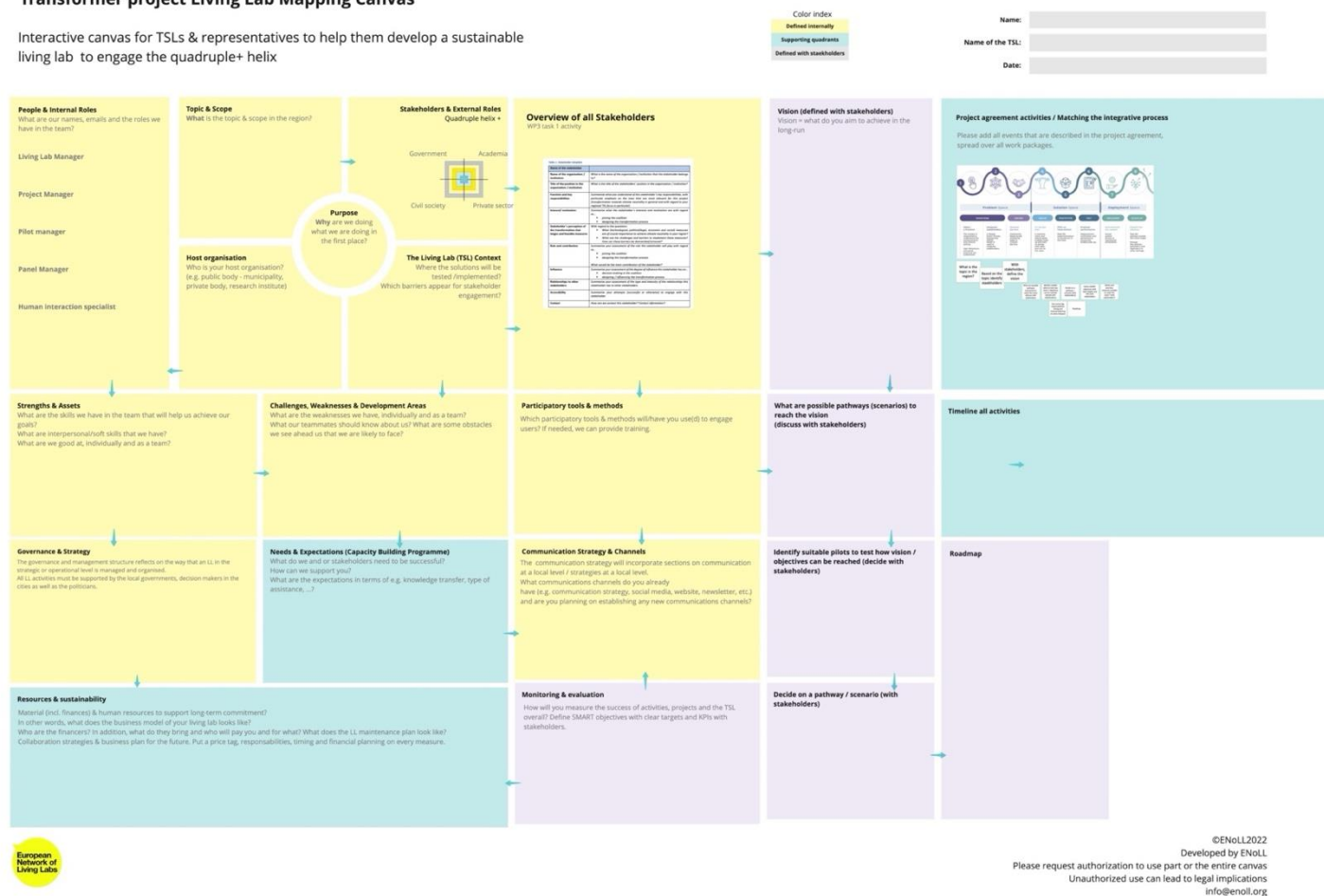
This introductory training set the stage for more specialized sessions that would follow, providing participants with a solid foundation in the concepts, practices, and challenges associated with Living Labs and TSLs.

Mapping Canvas, understanding the specific context of the TSLs

In December 2022, the Mapping Canvas shown in Figure 7 was introduced as a crucial tool for the pioneer TSLs within the TRANSFORMER project. This canvas was designed to help identify and organize key components of their Living Labs, including stakeholders, resources, activities, strategic goals, communication and dissemination strategy and governance structures. Details of the canvas development is found in D3.1: *Recommendations for Transition Super-Lab Coalitions Building, Empowering Vulnerable and Marginalised Groups, and Vision Process*.

Transformer project Living Lab Mapping Canvas

Interactive canvas for TSLs & representatives to help them develop a sustainable living lab to engage the quadruple+ helix



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Developed by ENoLL
Please request authorization to use part or the entire canvas
Unauthorized use can lead to legal implications
info@enoll.org

Figure 7 Mapping Canvas

By providing a structured framework, the canvas aimed to guide the TSLs in aligning their efforts with the broader objectives of systemic transformation and fostering collaboration within their TSLs. After the introduction of the canvas, the TSLs were given time to fill it out, allowing them to carefully consider and document their strategies and plans.

Feedback from the Mapping Canvas exercise highlighted several key areas of focus for optimizing Living Labs. Participants emphasized the importance of having ready-made schemes of work to guide the process, as well as a clear agenda for workshops to ensure structured and productive sessions. They also underscored the need for effective strategies to stimulate collaboration among stakeholders and maintain their ongoing engagement. Additionally, measuring the effectiveness of a Living Lab and finding ways to engage more challenging stakeholders were identified as crucial components for success.

Once the TSLs had completed their canvases, ENoLL facilitated in February 2023 a series of one-to-one workshops with each TSL partner. These meetings provided an opportunity for the TSL teams to review their completed canvases in detail with ENoLL. During these sessions, the ENoLL team guided the TSL teams through each section of the canvas, helping them to critically assess their entries and ensure that all key components were accurately captured and aligned with their transformation goals. The discussions were interactive and tailored, enabling the TSLs to address any uncertainties, validate their strategies, and explore how to overcome potential challenges.

These one-on-one workshops were instrumental in refining the TSLs' approaches. They offered personalized feedback and insights tailored to the specific needs and conditions of each TSL, resulting in a clearer, more actionable roadmap for each region. This process not only enhanced the strategic planning of each TSL but also strengthened their readiness to implement the Living Lab methodologies effectively, paving the way for successful systemic transformation within their regions.

Stakeholder Engagement and Vision Building Workshop

The Stakeholder Engagement and Vision Building Workshop, co-led by ENoLL and RUB was a crucial training aimed at equipping participants with the knowledge and tools needed to effectively engage Quadruple Helix (QH) stakeholders—academia, industry, government, and civil society—and to develop strategic visions for systemic transformation in their regions. The workshop combined theoretical presentations with practical, hands-on exercises, providing a comprehensive approach to understanding and implementing the TSL concept within the TRANSFORMER project.

Several key topics were covered during the workshop, each designed to build a strong foundation for stakeholder engagement and vision building:

- **Introduction to Transition Super Labs:** The concept of TSLs was introduced by Ruhr University Bochum, emphasizing their role in driving rapid and comprehensive regional transformations towards climate neutrality and sustainability. The session provided a detailed explanation of the TSL process, including how to identify key regional topics, engage stakeholders, and develop transformative projects.
- **Engaging the Quadruple Helix Stakeholders:** This topic presented by ENoLL highlighted the importance of involving diverse stakeholders in the innovation process. Special attention was

given to civil society's role within the Quadruple Helix model, stressing the need for effective trust-building, aligning objectives, and maintaining ongoing engagement through communication and feedback mechanisms.

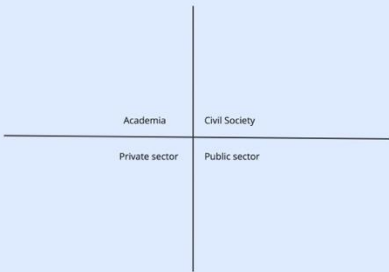


- **Stakeholder Mapping:** Participants were introduced to the process of stakeholder mapping by the ENOLL team, with a particular focus on civil society. This segment of the workshop provided tools and methodologies for identifying and categorizing stakeholders, understanding their influence and interests, and developing tailored engagement strategies. During the workshop, participants engaged in a stakeholder mapping exercise using the Miro board, allowing them to apply these techniques in a practical setting. Working in breakout rooms, they identified and categorized key stakeholders within their regions, again with a focus on civil society. The results of this exercise were then presented and discussed with the entire group, offering valuable insights into the regional stakeholder landscape.
- **Fishbone Analysis:** The Fishbone (Ishikawa) Diagram was presented by ENOLL during the workshop as a tool for conducting root-cause analysis. Participants learned how to use this diagram to systematically identify the underlying causes of challenges in civil society engagement and vision building, facilitating a deeper understanding of the issues at hand and leading to more targeted solutions.
- **Vision and Scenario Building:** This session part led by RUB focused on developing a vision for regional transformation, identifying feasible pathways to achieve this vision, and defining specific, measurable, achievable, relevant, and time-bound objectives. The process involved co-creation with stakeholders, ensuring that the developed vision was both realistic and inclusive of diverse perspectives.

Co-creation workshop design canvas

On 30 March 2023, during the project consortium meeting in Bologna, a co-creation workshop was conducted by ENOLL as part of the TRANSFORMER project. This workshop was the first of its kind aimed at the four TSLs and project partners, focusing on the co-creation methodology.

The workshop introduced a canvas shown in Figure 8 designed by ENOLL specifically for the TSLs, to help the partners plan and execute effective co-creative sessions. This canvas covered several essential components, including the TSL vision, context and stage of co-creation, objectives and expected outcomes, the scope of the session, stakeholder mapping, and communication strategies. Certain fields had already been completed by the TSLs before the exercise, however, through this canvas they were also able to understand the continuity and connectedness of the exercises. Details on the canvas development and explanation can be found in D3.1: *Recommendations for Transition Super-Lab Coalitions Building, Empowering Vulnerable and Marginalised Groups, and Vision Process.*

TSL name: _____ Date: _____

<p>1</p> <p>Quadruple helix stakeholders</p> <div style="text-align: center; margin-top: 20px;">  </div>	<p>2</p> <p>Design the session</p> <p>Topic, purpose, desired outcomes, time allotment, identification of facilitator or presenter, and participants.</p>	<p>3</p> <p>Approach & Methods</p> <p>Which co-creative method will you choose? Think about logistics (number of participants, duration of the session, and necessary resources)</p> <div style="text-align: center; margin-top: 10px;">  </div>	<p>4</p> <p>Communication strategy (how will you reach out to the stakeholders)</p> <p>How will you attract a diverse group of stakeholders who can bring different perspectives, expertise, and experiences to the session.</p>
<p>5</p> <p>Document and share outcomes</p> <p>How will you document the outcomes of the co-creative session, including the ideas, insights, and feedback generated?</p>	<p>6</p> <p>Follow-up & refine</p> <p>How will you follow up with the participants after the session? How will you evaluate the session to identify strengths, weaknesses, and areas for improvement in the co-creative process.</p>	<div style="text-align: center; margin-bottom: 10px;">  </div> <p>Value of the co-creative session What is the value for each stakeholder?</p> <p>Objective & expected outcome of the co-creative session</p> <p>Context & stage of co-creation</p> <p>Vision & Scope</p>	

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Developed by ENoLL. Please request authorization to use part of the entire canvas

Figure 8 Co-creation session design canvas

The interactive exercises began after an introductory session led by the ENOLL team, where participants were provided with an overview of the co-creation process. This introduction included a detailed explanation of the toolkits available for co-creation and a walkthrough of the co-creation canvas designed specifically for the workshop. The canvas served as a framework for planning and executing effective co-creative sessions, guiding participants through the essential steps needed to ensure successful outcomes. Following this introduction, participants were divided into four groups, each representing a different TSL. Each group then engaged in the practical application of the canvas, developing a comprehensive plan for a co-creative session tailored to their specific TSL context, as seen in Figure 9. This exercise involved:

- **Defining Session Objectives and Outcomes:** Groups identified the primary objectives of their co-creative session and what outcomes they expected to achieve, ensuring alignment with the broader vision of their TSL.
- **Stakeholder Mapping:** Although the stakeholders had been previously mapped, groups revisited this exercise to ensure they fully understood the interests and influence of each stakeholder, particularly within the Quadruple Helix model.
- **Designing the Co-Creation Session:** Participants detailed the structure of their session, including the topic, purpose, time allocation, and facilitation methods. This also involved selecting the most appropriate approaches and tools to engage stakeholders effectively.
- **Communication and Follow-Up Strategies:** Finally, groups developed communication strategies to attract a diverse range of stakeholders to their sessions. They also planned follow-up actions to ensure that the outcomes of the co-creation sessions were implemented and that stakeholder engagement was maintained.

Once each group completed their session design, they presented their plans to the entire workshop. This was followed by a group discussion where participants exchanged feedback, posed questions, and offered suggestions, enriching the overall learning experience.



Figure 9 TSLs working on the Co-creation session design canvases

Co-creation session results

The four groups completed their canvasses, and the results of each group's work are summarized below:

Group 1: Lower Silesia

The Lower Silesia TSL focused on achieving climate neutrality, particularly through the electrification of transport and energy systems. The key outcomes of their co-creation session included building consensus among stakeholders on the proposed use cases, leveraging these outcomes to influence government actions, and effectively engaging decision-makers. The session was designed to be inclusive, with diverse stakeholders, including randomly selected citizens, participating in discussions about regional mobility solutions. The group planned to utilize a variety of engagement methods, including real-time mapping of stakeholder needs. Their follow-up strategy emphasized maintaining ongoing engagement by continuously updating stakeholders and seeking their feedback, ensuring they feel an integral part of the process.

Group 2: Emilia Romagna

The Emilia Romagna TSL centered its efforts on climate neutrality with a focus on green and electric mobility. The co-creation session was designed to ensure continuous participation from stakeholders and foster a strong sense of ownership over the initiatives. Key activities included co-creative meetings with civil society and other stakeholders, where the discussions focused on the needs and challenges related to electric mobility in the region. The group highlighted the importance of awareness campaigns to communicate the benefits of electric vehicles. Their follow-up strategy involved using anonymous questionnaires to gather ongoing feedback and keep stakeholders engaged in the long term.

Group 3: Ruhr Area

The Ruhr Area TSL aimed to advance climate neutrality using hydrogen as a key energy carrier. Their co-creation session focused on harmonizing the perspectives of various stakeholders, creating mutual understanding, and raising awareness about the potential of hydrogen. The session design included brainstorming and discussion activities, particularly targeting civil society and industry stakeholders involved in hydrogen production and use. The follow-up strategy was geared towards building lasting alliances and maintaining open lines of communication with key stakeholders, ensuring that the momentum generated during the session continued to drive the initiative forward.

Group 4: Western Macedonia

Western Macedonia's TSL focused on achieving a fair and inclusive transition, with specific attention to clean mobility and green agriculture. The primary goal of their co-creation session was to validate the feasibility of proposed initiatives, particularly for public transport. The session was designed to engage stakeholders in discussing and refining these feasibility studies, with a strong emphasis on gathering feedback from diverse groups, including transport operators and civil society. Their follow-

up strategy involved analysing the results of stakeholder feedback and ensuring that these insights were integrated into the final feasibility studies, thereby aligning the initiatives with the needs and expectations of the local community.

After the co-creation design session, the TSL partners continued their exchanges through the peer-to-peer exchanges at the consortium meetings and the Brussels event in February 2024, as well as through various User Forum sessions, as depicted in Table 2.

4 External Capacity Building activities

The external Capacity Building Plan for the User Forum stakeholders consisted of a blend of on-site and online trainings, spanning from November 2023 until June 2024. The online trainings were 90 minutes long, while the in-person events varied in length according to the agenda of the event.

The plan first outlined for the Open Call, has been slightly modified to follow the project outputs better. In particular, the training sessions scheduled for April and May 2024 have been swapped. The updated User Forum plan is presented in Table 4. The exact dates of each session were defined and validated together with the content lead and the participants. Each session was moderated by ENoLL, while the content lead was responsible for transferring the knowledge and preparing the learning materials for the session.

Table 4 User Forum sessions

When	Form	Topic	Content lead
November 2023	Online	User Forum launch: Introduction	ENoLL
December 2022	Online	How to design inclusive regional transitions?	RUB
January 2024	Online	The tools: TSL Roadmap and transition model Knowledge Hub & toolkit presentation, overview of assessment frameworks	CERTH, FIT, RC
February 2024	Event in Brussels, Belgium	Insight into regions' process of shaping their vision and initiate conversations about stakeholder engagement.	BMR, ENoLL, external expert
March 2024	Online	TSL Roadmap	RC
April 2024	Online	Transition Readiness Self-Assessment Tool, Quantitative Assessment Framework (QRAFT)	CERTH, RUB

May 2024	Online	Action plan development, Funding and financing	ENoLL, BMR
June 2024	Final event in Bochum, Germany	Lessons learned from TSLs, User Forum participants share their replication plans	ENoLL

User Forum Session 2: How to design inclusive regional transitions?

On 12 December 2023, from 10:30 to 12:00 CET, the second User Forum session titled “How to design inclusive regional transition?” took place. The meeting brought together 15 participants. The focus was on establishing a shared understanding of the TSL approach through collaborative discussions and exploring their benefits when considering implementation in various contexts and regions.

The session focused on key aspects of the TRANSFORMER project. It highlighted the project's overarching goal of a **systemic transition** toward climate neutrality and underscored the role of Living Labs as essential tools for scaling up this transformative process.

Following this, the discussions delved into key questions to get to know the participants' experiences with Living Labs. The first question prompted reflections on **hosting Living Labs** and gauged participants' knowledge levels. The second question shifted the focus to **transition stories**, addressing the significant challenges in various regions. The third question concerned how to **co-create with stakeholders of diverse backgrounds**, exploring strategies and insights.

Overall, the webinar provided insights into the world of Living Labs and their pivotal role in regional transitions. Participants shared diverse experiences, shedding light on the challenges and strategies associated with hosting Living Labs, engaging stakeholders, and scaling up innovations. The session underscored the intricate nature of Living Labs, emphasizing the need for nuanced methodologies to effectively involve stakeholders with varied backgrounds and positions.

The discussions delved into practical approaches, including evaluation, identification of enablers and barriers, and action-oriented workshops, showcasing a spectrum of strategies employed by different regions. Noteworthy was the acknowledgement of the **complexity** involved in transitioning and engaging stakeholders, particularly in the context of regional transformation.

The webinar's collaborative and interactive nature facilitated a meaningful exchange of perspectives, providing a mosaic of insights for individuals and organizations involved in the dynamic realm of Living Labs. The lessons learned and strategies discussed serve as a guide for future initiatives, fostering effective stakeholder engagement, co-creation, and successful scaling up of innovations in the context of regional transitions.

User Forum Session 3: Presentation of the TSL Roadmap and Transition Model, the Knowledge Hub and the Toolkit

On 30 January 2024, from 10:30 to 12:00 CET, the third webinar with an engaged audience of 18 participants took place. The session delved into various outputs developed within the project. Notable highlights included presentations on the TSL Roadmap and Transition Model, unveiling the Knowledge Hub and Toolkit, and an insightful overview of assessment frameworks.

The session focused on key tools of the TRANSFORMER project through the presentations of content owners, centered on key components crucial for the project's success:

- Transition Model presentation (CERTH)
- Roadmap presentation (RC)
- Knowledge Hub presentation (CERTH)
- Toolkit presentation (FIT)

The TRANSFORMER Transition Model stands as a robust conceptual framework, meticulously designed to guide the TSLs in their journey toward climate neutrality. Serving as a cornerstone for decision-making, this model intricately defines the Transition Support Landscape approach, laying the groundwork for the specific steps and activities outlined in the roadmap. The roadmap, a pivotal component of Work Package 4, offers a concrete plan with detailed structures, objectives, timelines, and checklists. As presented by RC, the roadmap remains in the process of elaboration, drawing lessons from the Transition Model and gaining enrichment from the Knowledge Hub and Toolkit.

The Knowledge Hub, functioning as a repository for diverse knowledge items, plays a crucial role in this ecosystem. It caters not only to TRANSFORMER partners and participating regions but also to core stakeholders and the broader public involved in Transition Super Labs. This one-stop shop for transition-related knowledge facilitates collaboration and information exchange, fostering a culture of knowledge sharing within the TRANSFORMER project.

The Toolkit, comprising the Matchmaking Platform, Transition Camp, and additional tools, aims to support the development and implementation of Transition Super-Labs. Noteworthy is the emphasis on these tools being networking tools rather than technological tools, highlighting their collaborative and co-creative nature. It is important to recognize that these tools were in the planning stage, and their efficacy was planned to be tested in the months following the session. As such, specific results were not yet available.

User Forum Session 4: Vision building & stakeholder engagement

The User Forum session held in the afternoon of the Brussels event, was open to TRANSFORMER project partners and User Forum participants. The session was developed in a World Café format where the participants were able to move around five different tables and choose which topics they would like to discuss. At each table, a representative from the project was seated, having the role of a moderator. Each table also had a different topic with pre-defined guiding questions. Guiding questions of the tables are shown in ANNEX 3.

At the end of the Word Café, moderators presented the main outcomes of these discussions, providing further insight and tips for the pressing topics.

Vision building process

Stakeholder engagement emerged as a crucial aspect, particularly in the initial vision-building process, which can be challenging due to the diverse perspectives and needs of stakeholders. Vision development was identified as a crucial starting point, prompting stakeholders to deliberate on the target audience and objectives of engagement initiatives. A provocative notion surfaced during the discussion, suggesting a potential disconnect between citizen engagement and regional dynamics, with regions often adopting top-down approaches contrary to the participatory nature of citizen engagement efforts.

Assessment

During the discussion on identifying key components of the assessment framework for Transition Super Lab (TSL) activities, several factors were emphasized:

- KPIs that are transparent, consistent, and easily comparable across different sectors.
- It was noted that assessing the current state of TSL practices and the outcomes achieved in terms of transition levels is crucial for informed decision-making.
- Assessments should align with regulatory standards and principles, ensuring compliance with relevant regulations.
- KPIs should foster cross-sectoral connections, enabling a comprehensive assessment of TSL activities and their impact across various sectors.
- The feasibility of measuring KPIs was emphasized, stressing the importance of assessing whether sufficient data is available to calculate and track these indicators effectively.
- Assessments should focus on evaluating the impact of TSL activities and measuring their effectiveness in driving the transition process forward.

Efficiency in transition and cooperation emerged as central themes in identifying assessment components. It was emphasized that assessments should focus on evaluating changes and transformative capabilities within the TSL regions. Participants cautioned against setting overly specific or ambitious goals, recognizing the potential pitfalls associated with such objectives.

Additionally, prioritizing monitoring activities was deemed essential to gather relevant information for comprehensive assessment and support initiatives. Participants highlighted the importance of adopting a micro-perspective approach, fostering common understanding, and developing social capital within the TSL communities to facilitate effective assessment processes.

Regional stakeholder engagement – coalition building

Tensions between regional stakeholder engagement and the bottom-up principle of the Transition Super Lab (TSL) were recognized, stemming from the interplay between policymaking, regional priorities, and national agendas. Additionally, disparities within regions, including differences in awareness, engagement levels, and perceived interests, underscored the need for tailored approaches to engagement.

Citizen engagement emerged as a prominent challenge, with discussions highlighting the need for improved processes and communication tools to effectively reach and involve stakeholders from diverse groups. A common thread emerged concerning the vast scale and inequalities inherent within regions. There was a consensus on the disparities in awareness and engagement levels among different regions, highlighting a significant challenge for effective stakeholder engagement.

Citizen engagement and outreach:

During the citizen engagement outreach table discussion, several key challenges and considerations were highlighted to enhance citizen involvement in the TRANSFORMER project. One of the predominant challenges identified was the difficulty in incentivizing citizens to participate without financial compensation. Participants emphasized the importance of offering a compelling value proposition to citizens, focusing on identifying their genuine interests and involvement opportunities rather than viewing engagement as a mere checklist item. It was underscored that citizen engagement should be approached holistically, avoiding a victim mentality, and instead fostering genuine collaboration.

Moreover, the discussion emphasized the need to move beyond normative discussions and clearly define the desired outcomes of citizen engagement. Vision development was identified as a crucial starting point, prompting stakeholders to deliberate on the target audience and objectives of engagement initiatives.

Marginalised groups:

With regard to stakeholder engagement, which was a key topic, the audience discussed how to engage diverse groups, including migrants and individuals from varied cultural backgrounds. This presents a multifaceted challenge that requires innovative and tailored strategies. The discussion highlighted successful approaches, such as directly consulting these groups on their preferred modes of involvement and leveraging existing activities, like cooking workshops, to initiate discussions on topics such as climate neutrality.

Moreover, targeting schools, particularly primary and secondary schools, was identified as a valuable avenue for engagement, recognizing children as influential agents of change within their families. However, challenges persist, including the need to communicate the benefits of participation, address concerns, and align activities with community interests. Additionally, accessing and engaging these communities is hindered by issues such as distrust and isolated living conditions.

Despite the resource-intensive nature of outreach efforts and potential disinterest among target groups, questions remain about the rationale for their involvement. While concrete suggestions emerged, it's evident that no one-size-fits-all solution exists. As we navigate these challenges, remaining open to innovative approaches and collaborative efforts is crucial to fostering meaningful engagement with diverse communities.

User Forum session 5: Roadmap for successful TSLs: interactive session

As first planned, Session 5 was supposed to focus on the communication aspect of stakeholder engagement, however since the Brussels event focused so heavily on stakeholder engagement topic already, we felt that the User Forum participants would benefit more from another session dedicated

solely to the Roadmap, which is one of the key outputs of the project. On 28 March 2024, from 10:30 to 12:00 CET, the fifth webinar with an engaged audience of 15 participants took place. The session delved into the Roadmap, seeking feedback and suggestions for improvement. Participants engaged in lively discussions, sharing their experiences and insights on current approaches and the roadmap's potential for aiding specific transition goals. This session proved valuable for refining and maximizing the roadmap's utility.

The session aimed to answer the following questions:

- Specific feedback. Based on your personal experience and knowledge, do you see any steps that are missing? Or steps you think are not needed? How can it be improved further? Can you provide some examples?
- Current approaches. Which are the activities or steps you would use in the future or are already using?
- Replication. How can this roadmap be useful for your specific transition purposes?

The purpose was to collect feedback on the proposed roadmap and its associated deliverables. Participants were split into two breakout groups and granted access to an MIRO board displaying the roadmap. Guided by five specific questions per group, attendees offered detailed feedback to address various aspects of the roadmap's design and implementation.

Group One

Throughout their discussions, group one focused intently on the topics and phases outlined in the roadmap. While they praised some sections for their thoroughness, they also identified areas needing greater specificity and detail, drawing from feedback provided by the User Forum. Notably, they emphasized the necessity of assessing capabilities across roadmap phases and appropriately assigning leadership roles. Stakeholder engagement, particularly in forming coalitions, received significant attention, with a call for more concrete plans informed by feedback.

Group one underscored the importance of competencies, as well as tools for identifying competency gaps and ensuring sustainability in sports. Additionally, they delved into the imperative of capacity building for stakeholders, advocating for its explicit alignment with the roadmap. They also explored topics such as the theory of change, governance enhancement, and additional tools bridging competency and governance.

A recurring theme throughout group one's discussions was the critical role of leadership, especially within the context of global and regional transitions. They also acknowledged the vital role of effective communication methods and tools across different phases and stakeholders.

Group Two

The feedback from group two was decisive and optimistic, with both participants acknowledging the potential contributions of the Roadmap. However, there was also a shared understanding of the need to strike a balance between optimism and realism.

Group two's suggestion to concentrate on capabilities during phase two of the Roadmap to provide clearer direction and enhance comprehensibility stands out. Streamlining the roadmap by

consolidating certain activities while separating others could effectively achieve this balance. Introducing various versions of the roadmap, each highlighting specific aspects and using simplified graphics initially, could prevent overwhelming stakeholders with too much information at the outset.

Furthermore, the insistence on practical examples in version two of the Roadmap to demonstrate implementation on the ground is crucial for substantiating its potential impact. In terms of current approaches and replication aspects, specific emphasis was placed on steps that underscore the importance of constructing scenarios and transition pathways, assessing feasibility through pioneer use cases, strengthening stakeholder engagement and governance, and formulating action plans. They are viewed as pivotal drivers in facilitating the transition process.

User Forum Session 6: Transition Readiness Self-Assessment Tool and Quantitative Regional Assessment Framework (QRAFT)

On 25 April 2024, from 10:30 to 12:00 CET, the sixth session with an engaged audience of 13 participants took place. The session led by CERTH and RUB delved into the presentation of the QRAFT framework and crucial data indicators. This was followed by an in-depth exploration of the Transition Readiness Assessment Framework, coupled with a demonstration of our online tool.

The QRAFT presentation delved into the integration of quantitative assessment and transition readiness assessment within the TSL approach, particularly underscoring their crucial role in the initial phases of the TRANSFORMER roadmap. These assessments offer invaluable insights into the transition potentials of regions while also pinpointing obstacles in their readiness for transition. Central to this approach were these pivotal criteria:

- Data must be available in compiled form for all EU NUTS2 regions.
- Data must not exceed a five-year threshold.
- Only data and composite indices with the potential for continuous collection and elaboration in the future are considered.

Following an examination of overarching trends within regions, the discussion shifted towards understanding each region's performance in comparison to others regarding greenhouse gas emissions and their developmental pathways. This comparative analysis was effectively visualized through various means such as graphs, plots, or maps, enabling a comprehensive grasp of each region's trajectory. The Transition Readiness Assessment Framework complements the QRAFT approach by providing a systemic evaluation of cross-sectoral transition ecosystems. By identifying key elements necessary for a transition-ready ecosystem, such as governance, openness, and sectorial innovation, regions can assess their readiness and design strategies effectively. The framework's emphasis on collaboration, diverse perspectives, and validation through expert workshops ensures its applicability and effectiveness in guiding regions towards successful transition processes.

User Forum Session 7: Action Plan Development, Funding and Financing

On 17 May 2024, from 10:30 to 12:00 CEST, the seventh session with an engaged audience of 12 participants took place. The session delved into the process of developing an action plan led by BMR, followed by a presentation on funding and financing by ENOLL. Participants have actively engaged in a hands-on exercise focusing on action plan development using a case study.

Developing an action plan for Transition Super-Labs (TSLs) presents a unique challenge due to the novel nature of TSLs and the absence of existing role models. These plans must aim for the long-term implementation and establishment of TSLs, an ambitious mission that extends beyond typical action plans focused on immediate activities. A TRANSFORMER Action Plan, therefore, encompasses more than just pioneer use case actions; it is built around a broader vision to accelerate the transition towards climate neutrality. In the second part of the session, ENoLL presented different funding opportunities for regions interested in implementing the TSL approach and opened a call to join the ENoLL Working Group through which a consortium could be formed.

User Forum Session 8: Final Event

At the final event, held on Tuesday 18 June 2024, the User Forum participants shared their main takeaways and plans for transitions in their region. The panellists shown in Figure 10 from Montenegro, Turkey, Greece and Switzerland who joined the final event in person shared their insights and reflections. The questions posted to the panellists were:

- What are the key insights you gained from the User Forum?
- How is the transition process unfolding in your region?
- Are you planning to implement the Transition Super Lab, or have you already started? What challenges have you encountered in your region during the implementation of a TSL?



Figure 10 User Forum panel at the final event

4.1 User Forum Key Learnings

This chapter outlines the key learnings derived from the User Forum activities, which played a crucial role in shaping the replication plans developed by regions participating in the TRANSFORMER project. These insights guided the regions in addressing common challenges and applying the Transition Super-Labs (TSL) concept effectively. The latter part of the chapter analyses the common trends in the replication plans, highlighting both the strategies employed and the challenges encountered, with specific examples from the regions.

The User Forum served as a vital platform for regions to exchange knowledge, share experiences, and refine their replication strategies. The key learnings from these collaborative discussions significantly influenced how external stakeholders approached the replication of the TSL concept:

- **Peer Learning and Collaboration:** The forum enabled regions to learn from each other's experiences, fostering a collaborative environment where practical solutions to shared challenges were developed. This peer learning was particularly valuable in refining strategies for stakeholder engagement and governance. For instance, regions discussed the importance of establishing professional management teams to effectively oversee TSL implementation, ensuring alignment with broader regional and national policies.
- **Addressing Governance and Implementation Challenges:** Governance was identified as a major challenge across regions. The User Forum provided insights into overcoming these barriers, such as aligning local efforts with national policies and securing political support. The discussions also highlighted the importance of forming coalitions and leveraging existing networks to enhance governance and stakeholder involvement.
- **Emphasizing Practical Implementation:** The Forum emphasized the need to move beyond theoretical planning and focus on actionable steps. Regions were encouraged to develop detailed action plans with clear timelines, responsibilities, and mechanisms for continuous monitoring and adaptation. This focus on practical implementation helped ensure that replication efforts were both feasible and flexible, capable of responding to emerging challenges.

Additionally, insights gathered from the User Forum were integrated into the work carried out by the project partners. Specifically, the User Forum contributed to the discussions in Work Package 2, shaping the conceptual framework of the TSL methodology, advancing the TSL Roadmap, and enhancing the Knowledge Hub developed in Work Package 4. Moreover, User Forum participants provided valuable feedback on the Transition Readiness Self-Assessment Tool and the QRAFT within Work Package 5.

4.2 User Forum Replication Plans

Building on the insights gained from the User Forum, the participants developed replication plans that exhibited several common strategies and addressed shared challenges:

- **Focus on Climate and Energy Transition:** Many regions structured their replication plans around achieving climate neutrality and advancing energy transitions. By aligning their efforts with broader national or regional sustainability goals, regions ensured that the TSL concept contributed meaningfully to existing initiatives. For example, in Montenegro, the Central Region focused on aligning its replication plan with the national Green Agenda to support climate neutrality efforts. However, this alignment often brought governance challenges, such as coordinating efforts across different governmental levels and securing political support. To address these challenges, some regions, such as Basaksehir in Turkey, proposed establishing professional governance bodies to oversee TSL implementation and ensure alignment with national policies.
- **Strategic Stakeholder Engagement:** Effective stakeholder engagement, particularly through the Quadruple Helix model, was a key strategy across all regions. This approach involved engaging academia, industry, government, and civil society to ensure broad-based support for the TSL initiatives. However, maintaining continuous involvement from diverse stakeholder groups was challenging. For instance, in Western Macedonia, Greece, the region faced difficulties in aligning the interests of various stakeholders with the TSL objectives. In response, they developed more inclusive communication strategies and alignment mechanisms, such as regular stakeholder meetings and feedback loops, to keep stakeholders engaged and invested in the process.
- **Feasibility and Practical Approaches:** While formal feasibility studies were not always conducted, regions employed practical approaches to assess the viability of their replication plans. Data-driven decision-making, focused on setting clear objectives and KPIs, was essential for measuring progress. For example, Valais-Wallis in Switzerland focused on integrating the TSL concept with their regional energy transition strategies, using data to track progress toward climate goals. However, securing sustainable funding and resources emerged as a significant challenge. Regions like Basaksehir explored various funding models and investment opportunities, including public-private partnerships and seeking national government support, to ensure the long-term viability of their replication efforts.
- **Transition from Planning to Implementation:** Moving from planning to execution presented challenges such as limited local capacities, regulatory constraints, and the need for technical expertise. In Valais-Wallis, for instance, the region faced challenges in scaling their plans from local initiatives to broader regional implementation. They addressed these challenges by adopting flexible, adaptive approaches and seeking external technical support where necessary. This ensured that replication plans remained viable and could be adjusted as conditions changed.

The key learnings from the User Forum were instrumental in shaping the replication plans developed by the regions participating in the TRANSFORMER project. By focusing on peer learning, addressing

governance and implementation challenges, and emphasizing practical steps, regions were able to develop robust replication strategies. These strategies, while tailored to each region's specific context, share common trends in their approach to climate and energy transitions, stakeholder engagement, and feasibility. The collaborative insights gained from the User Forum will continue to play a crucial role in guiding these regions toward successful and sustainable implementation of the TSL concept.

5 Conclusion & Recommendations

The TRANSFORMER project represents a significant advancement in fostering systemic transformation within European regions, particularly in their pursuit of climate neutrality. At the core of this project is the concept of Transition Super Labs (TSLs), which are large-scale, systemic innovation environments designed to enable regions to experiment with, implement, and scale solutions for sustainable development. Each TSL brings together a diverse set of stakeholders from academia, industry, government, civil society, and the environment through the Quintuple Helix model. This model integrates environmental sustainability as a key element alongside the traditional sectors, ensuring that solutions are not only innovative and inclusive but also environmentally responsible. The goal of the TSLs is to drive comprehensive transformations in key areas such as energy transition, economic development, and social inclusion.

Central to the success of the TSLs is the project's robust and meticulously designed Capacity Building Plan, which was strategically crafted to target both internal and external stakeholders. This comprehensive programme, as presented in this deliverable, equipped key actors across the four TSL pioneers — Emilia Romagna (Italy), the Ruhr Area (Germany), Western Macedonia (Greece), and Lower Silesia (Poland) — with the methodologies, tools, and knowledge necessary to implement and refine the TSL concept within their specific regional contexts.

The Capacity Building Programme was structured to include a series of internal activities aimed at enhancing the competencies of project partners in these pioneer regions. These activities focused on the effective application of the TSL concept, ensuring that each region could address its unique challenges while contributing to the broader goals of the TRANSFORMER project. The Living Lab methodology, facilitated by ENOLL's extensive expertise, was a key component of this programme. Chosen for its effectiveness in fostering innovation through real-life experimentation, active stakeholder involvement, and iterative learning, the Living Lab framework allowed the TSLs to test and refine their strategies in a dynamic, real-world setting, ensuring that the solutions developed were both practical and sustainable.

While the pioneer TSLs focused on implementation, the project's external initiatives were designed to engage follower regions and extend the reach of the TRANSFORMER project on a broader scale. This was achieved primarily through the User Forum, a platform that brought together regions interested in replicating the TSL model and applying its methodologies to their own local contexts. The User Forum was established through an Open Call, where follower regions were invited to apply for participation. A rigorous selection process ensured that the regions chosen were ready and committed to implementing the methodologies implemented by the pioneer TSLs.

The User Forum facilitated knowledge exchange, peer learning, and the sharing of best practices, enabling these follower regions to build their capacity for systemic transformation. Informed by the experiences and methodologies implemented by the pioneer TSLs, the follower regions created replication plans that adapted the TSL concept to their specific needs.

Several common trends emerged in these replication plans, particularly the emphasis on aligning strategies with national and regional climate goals. The follower regions also recognized the importance of strategic stakeholder engagement through the Quintuple Helix model, ensuring that their replication efforts were inclusive and collaborative. However, these regions also faced challenges such as governance issues and securing sustainable funding, which highlighted the need for robust governance structures and innovative funding models to support long-term implementation.

Key learnings from the User Forum played a crucial role in helping these regions overcome their challenges. The collaborative environment of the forum allowed regions to share practical solutions and strategies, enhancing their ability to refine their approaches. The Forum emphasized the importance of moving from theoretical planning to actionable steps, with a focus on measurable outcomes and continuous adaptation.

To proceed with the activities which have been undertaken during the project timeline ENoLL and CERTH created a Working Group at ENoLL called the Transition Super Living Lab Working Group which aims to continue working on the concepts discussed in the project. User Forum members as well as project partners were invited to join the group.

In conclusion, the TRANSFORMER project's Capacity Building Programme and User Forum, as outlined in this deliverable, have laid a strong foundation for systemic transformation in both the pioneer TSLs and the follower regions. The application of the Living Lab methodology within the TSL context, guided by ENoLL's expertise, has been instrumental in empowering the pioneer regions to implement and refine the TSL concept, while the User Forum has enabled follower regions to successfully replicate and adapt these strategies. As these regions continue to implement and refine their approaches, the lessons learned from the TRANSFORMER project will serve as a valuable resource, guiding their ongoing efforts to create sustainable, climate-resilient futures.



Annexes

Annex 1: User Forum Application

TRANSFORMER User Forum

Call Application Form



Open Call form

Information about the applicant

Region/Organisation legal name:

Legal address:

Street name & number

Town/city:

Postal code:

Country:

Website:

Contact person:

Family name:

First name:

Title:

Telephone:

Email:

Position in the organisation:

What is the geographical scale you are operating on?

“Replication” idea and the proposed activity

Which TRANSFORMER thematic pillars would you like to address? (Choose at least one for each thematic pillar, multiple choices are possible)

Thematic pillar A: Adaptation and application of Living Lab methodologies

Preparation and conceptualisation of Living Labs for systemic

- sustainability transformation (super-labs)
- Stakeholder identification, mapping and coalition building
- Implementation of co-creation methodologies
- Development of pioneer projects/Super-Lab implementation plan
- Real-life tests and implementation of Living Labs
- Evaluation of Living Labs

Thematic pillar B: Aiming at large-scale systemic solutions, following a cross-sectorial approach, for a rapid sustainable transformation (choose at least 2)

- Mobility
- Energy
- Agriculture
- Circular Economy
- Industry
- Other, please specify below

If you selected "other", please specify here

For what activity type do you apply for funding:

Replication Level 1: 'Being inspired' (multiple selections possible):

Participation in TRANSFORMER's capacity building programme

- Experimenting with TRANSFORMER stakeholder engagement process
- Experimenting with the TRANSFORMER Quantitative Regional Assessment Methodology
- (QRAFT) for benchmarking your region

Replication level 2: Studies

- Feasibility assessment using TRANSFORMER methodologies (QRAFT, Transition Readiness Assessment and Evidence-based use case Impact Assessment Methodology)
- Studies (e.g. feasibility, planning, cost-benefit etc.)

Please describe your region's background and the idea for systemic transformation to achieve climate transition, the matching potential for your Region and the planned activities for the User Forum fund (max 2 pages)



Replication potential

Motivation

Please briefly describe the region's/authority's motivation for applying to TRANSFORMER User Forum and how the implementation of the chosen replication level would affect your region in terms of environmental, economic, health etc. impacts. Consider what are the specific expectations from your participation in the TRANSFORMER User Forum. (max 300 words)

Experience

Please describe any experience your region/organisation has with the Living Lab methodologies. While this is not a requirement to apply to this call, any information on this aspect will contribute to creating a diverse TRANSFORMER User Forum. (max 300 words)

Current Situation & Commitment

Please describe the current situation in terms of local support from relevant stakeholders policy context (e.g. existing strategies and planning documents; please attach excerpts in the Annex II section or add the link to the document in your response) and how the TRANSFORMER User Forum activities may contribute into your plans of regional climate transition and transformation.*

This description should make clear why your application should be selected and clearly present your commitment to continuing to replication process (max. 1 page)

** If you plan to involve and mobilise stakeholders through the participation in this TRANSFORMER User Forum call, please describe briefly how this shall be realised*

Resource allocation

Please describe briefly the breakdown of foreseen costs.



Declaration

IF YOU BECOME A MEMBER OF THE USER FORUM

It is an important condition when accepting the Grant funding and entering into an agreement to participate in the TRANSFORMER User Forum that your proposed action(s) is/are ready to start immediately. Furthermore, your region/authority shall actively participate in two TRANSFORMER events providing updates on the latest developments in your region's action so that User Forum members can learn from one another's experience.

For participation in the TRANSFORMER User Forum, the Follower Region will receive additional funding for travel and subsistence costs of up to €2,000 maximum.

Lead applicant signature

Please return your application to m.juliat@rupprecht-consult.eu and spela.zalokar@enoll.org by 15th October 2023.

For further information or enquiries please do not hesitate to contact us:

- Spela Zalokar, ENOLL, (spela.zalokar@enoll.org)
- Morgane Juliat, Rupprecht Consult, (m.juliat@rupprecht-consult.eu)

We look forward to receiving your applications!

Note: Please refer to the TRANSFORMER website <https://TRANSFORMER-project.eu> for updates and additional information regarding the event.

ANNEX 1 Excerpts of existing planning documents (in any language)

Annex 2: World Café guiding questions

Table 1: Vision building process & involvement

- Regional authorities play a crucial role in the vision-building process of a TSL. How might their political power, resources, and steering capacities affect this process?
- How can the processes of vision-setting be adapted or revised to align with emerging regional priorities or respond effectively to climate emergencies?
- What strategy can we put in place to avoid duplication of efforts when it comes to regional initiatives working on the same topics?

Table 2: Assessment

- How would you identify the key components of your assessment framework for TSL activities? What factors do you prioritize when designing an assessment framework?
- How would you evaluate the impact of TSL activities on the community and stakeholders?
- Would you involve stakeholders in the development of KPIs to ensure their perspectives are represented?

Table 3: Regional stakeholder engagement – coalition building

- Do you see a tension between focusing on the regions and adhering to the bottom-up principle in the Transition Super Labs (TSL) concept?
- What are some of the challenges you experience when reaching out to and engaging stakeholders on a regional level?
- Within the stakeholder categories, each group has different interests – how would you deal with this while engaging each stakeholder group?

Table 4: Citizen engagement & outreach

- What challenges can we encounter in the citizen-engagement process on a regional level and how they can be addressed?
- Does civil society engagement differ across various regional contexts, and if so, what strategies can TSLs employ to address these differences?
- What is the best communication strategy to engage citizens that are not represented by organized stakeholders or interest groups and raise awareness about topics related to climate on a regional level? How do you prepare a strategy considering the diversity of knowledge, mentalities, and awareness levels in the regions?

Table 5: Marginalised groups

- How can TSLs better identify and reach out to marginalized groups? Does this require specific tools or approaches? Is this challenging for your topic?
- What is your experience in reaching out to marginalized groups and engaging them in the activities? What means of communication can we use to reach out to those without digital means?

TRANSFORMER USER FORUM

Final Activity Report

Date: 14 July 2024 Region Name:

Author:

Replication levels

Replication level 1: “Being inspired”

At this initial phase of the replication process, inspirational activities are useful to explore the feasibility of the uptake of the TSL concept in the region. Regions participating in this replication level will have access to the Capacity Building Programme offered by TRANSFORMER to better understand the concept of Transition Super-Labs and develop a replication plan.

Replication level 2: “Replication potential”

Regions participating in this replication level may choose to conduct a feasibility study of their choice which they will have to detail in the application form. In these feasibility studies, TRANSFORMER assessment methodologies (QRAFT, Transition Readiness Assessment, and Evidence-based Use Case Impact Assessment Methodology) are applied, tested, and evaluated to gain a deeper understanding of your region, its transition needs, and potentials.

Note: Additional activities may be accepted when considered relevant and contribute to the future take-up of the TRANSFORMER Transition Super-Lab approach and in case they stay within the given funding limits.

A **Final Activity Report** must be submitted by e-mail by 14 July 2024 to the TRANSFORMER Project Management Group contact. The Final Activity Report needs to include a replication plan.

Payment procedures

After the funding “Agreement” has entered into force, the reimbursement of the costs will be made within 30 working days of the approval of the Final Activity Report.



Activity Report

Context and background

Explain why replication is deemed necessary or beneficial in your context, including your motivations, objectives, commitments and current status.

[suggested length: 200 words]

Replication strategy (level 1)

- Describe the feasibility of the uptake of the TSL concept in your region.
- How has participation in the Capacity Building Programme helped you understand and develop your replication strategy. What is the overview of the different components of your replication strategy.

[suggested length: 300-400 words]

Replication strategy (level 2, when applicable)

- Describe how TRANSFORMER methodologies could be used to assess the feasibility of replication.
- Identification of specific methodologies (e.g., QRAFT, Transition Readiness Assessment) that can be used by your region for the Replication Level 2

[suggested length: 300-400 words]

Conclusion and opportunities for replication of the Transition Super-Labs concept in your context

Reflect on the potential opportunities and challenges associated with replicating the Transition Super-Labs concept in your context. You can refer to the replication plan of TRANSFORMER project and to the panel discussion at the Bochum final event.

[suggested length: 300-400 words]

Annex 4 User Forum Report Assessment

Assessment Tool for Activity Reports

Criteria 1: Context and Background (20 points)

- Clear explanation of why replication is necessary.
- Reasoning behind motivations and objectives.

Criteria 2: Replication Strategy (40 points)

- **Feasibility and Development (20 points):**
 - Feasibility of adopting the TSL concept.
 - Overview of replication strategy components.
 - Check which replication strategy the User Forum Member applied to and assess accordingly if they have conducted the planned activities
- **Methodology and Application (20 points):**
 - Use of TRANSFORMER methodologies.
 - Identification of specific methodologies.

Criteria 3: Conclusion and Opportunities (20 points)

- **Opportunities and Challenges (10 points):**
 - Reflection on opportunities and challenges.
- **Integration of Insights (10 points):**
 - Reference to the TRANSFORMER project plan

Scoring Guide

- **Excellent (90-100 points):** Clear, insightful, comprehensive.
- **Good (70-89 points):** Clear and detailed
- **Satisfactory (50-69 points):** Meets basic criteria
- **Needs Improvement (below 50 points):** Significant revisions needed.

In addition, you need to check if all members have attended at least 2 out of the 3 mandatory events (launching call, Brussels event and Final event)