



# Call for contributions for the next European Energy Transition Conference

Submit your contribution

from **October 1st, until 6pm on November 12th, 2024**

Co-organised by :



# THE CONFERENCE IN FIGURES

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The major event for  
local authorities on the  
energy transition!



**An annual 3-day event:**  
**24, 25 and 26 June 2025**  
in the **Strasbourg** area



**3,000** participants expected



**Around twenty** round tables



**Around a hundred** workshops:

- **challenge workshops**
- **interaction workshops**
- **solution workshops**
- **serious game workshops**



**Visits**



**The 'Transition Village'**

# THE SPIRIT OF THE CONFERENCE

At the Assises there is a spirit of openness, both towards Europe and through the institutional partnership that has been built up over the years. Innovation, spontaneity and conviviality have built their reputation.



Photo credit: ©Bastien Créqui



Photo credit: ©J-B. Menges, Bordeaux Métropole



Photo credit: ©Bastien Créqui

Illustrations from the 25<sup>ème</sup> European Energy Transition Conference in Dunkirk



Photo credit: ©J-B. Menges, Bordeaux Métropole

Illustrations from the 24<sup>ème</sup> European Energy Transition Conference in Bordeaux

# WHY TAKE PART?

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This call for contributions is for you!

- ✔ You are a player in energy transition within a local authority, a consulting firm, a company, a university, a financial organisation, an association, a NGO or a local energy agency.
- ✔ Come and play a key role in showcasing your actions, sharing your projects and debating your ideas at the workshops.
- ✔ Workshop formats tailored to your subject

**WOULD YOU LIKE TO TAKE  
PART IN THE NEXT EDITION,  
TO BE HELD IN STRASBOURG  
IN JUNE 2025?**

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➔ **Read the guide**

➔ **Prepare your  
contribution**

➔ **Submit your  
contribution before**

**November 12th 2024  
6pm**

**[Link to the registration  
form](#)**

# SUMMARY

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Each year, the Jury receives 300 entries and can only choose just over a hundred.  
**Be punchy, be bold !**

## HOW TO PREPARE YOUR CONTRIBUTION

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Here are a few tips to ensure that your contribution is selected by the Jury and attracts delegates

- ✓ **The theme of your workshop :**
  - Surprise us! Don't hesitate to suggest new subjects
  - Tell your story, the successes as well as the difficulties. It's this overview that will enable participants to follow in your footsteps.
  - Come and showcase the projects in which you have involved citizens, companies and colleagues...
  - Invite participants to share their own experiences on the subject
  - Your workshop is not a page of advertising but a time for interaction
  
- ✓ **Choose the workshop format that best suits your subject:**
  - Spaces for co-creation: choose the Challenge format
  - Time for discussion and meetings with participants: choose the Interactions format
  - Sharing experiences: choose the Solution format
  - Offbeat ways to learn and relax: choose the Serious game format
  
- ✓ **The title: A descriptive title is good, but a catchy title that reflects the content is even better.**
  
- ✓ **Description of your workshop :**
  - Make sure it is clear and precise: participants will come to your workshop to talk about this subject and not another one
  - Explain what your workshop will bring to participants
  - Specify the event you are organising and whether you would like to run your workshop in a language other than French
  - Between 1,000 and 1,500 characters maximum

# COMPLETE THE ONLINE FORM

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Is your contribution ready? All you have to do is complete the online form

[Link to the registration form](#)

**You will be asked to provide the following information to describe your workshop:**

- ✓ Your contact details
- ✓ The desired format for your workshop
- ✓ The title of your workshop
- ✓ The main theme of your workshop, to be chosen from a suggested menu
- ✓ A description of your workshop in 1000 to 1500 characters maximum: content and facilitation
- ✓ Website explaining your proposal (if available)
- ✓ Would you like to present your workshop in a language other than French?
- ✓ The names of any organisations you would like to host or co-host your workshop

**You can submit several contributions: complete one form for each contribution**



# THE DIFFERENT WORKSHOP FORMATS

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The different formats are shown below.

Choose your format according to your subject and the objective of your workshop.

## Workshop formats tailored to your subject :

- Spaces for co-creation
  - ➔ **Challenge workshops**
- Opportunities to meet and talk with participants
  - ➔ **Interaction workshops**
- Sharing experiences
  - ➔ **Solution workshops**
- Time to learn and relax
  - ➔ **Serious game workshops**

**After analysing all the contributions, the jury may suggest a different workshop format to the one you had chosen.**

Or how to make others work to solve your problem!

# YOUR CHALLENGE WORKSHOP

Invite delegates to work together to develop possible courses of action in response to a question you have.



Photo credit: ©Bastien Créqui

*Illustration of a Challenge workshop  
Edition 2024 in Dunkirk*



Photo credit: ©J-B. Menges, Bordeaux Métropole

*Illustration of a Challenge workshop  
2023 edition in Bordeaux*



Do you have a problem to solve, a challenge to overcome that is probably shared by other territories? Suggest a workshop where we can work in small groups to answer this question. The workshop includes a presentation of the challenge, group work and a time for feedback.

Examples of Challenge workshops organised during the last edition:

- ▶ Design your own urban and climate walk!
- ▶ Aligning your budget with your climate ambitions: why and how?
- ▶ Digital technology and carbon neutrality: what could digital technology look like in 2050 ?

As a rough guide, your workshop should last about 1h30, with 1 or 2 speakers.

Practical details will be provided at a later date.

Meet and exchange  
with the participants!

# YOUR INTERACTIONS WORKSHOP

In a dedicated space, for half a day, you can make yourself available to delegates for individual or small-group discussions.

This format is very popular with workshop organisers, as it gives them a high profile.



Photo credit: ©Bastien Créqui

*Illustration of a Challenge workshop  
Edition 2024 in Dunkirk*



Photo credit: ©J-B. Menges, Bordeaux Métropole

*Illustration of a Challenge workshop  
2023 edition in Bordeaux*



You have set up a project, you have come up with an innovative solution, you are a decision maker in a specific area of activity. Come and share your ideas directly with the conference delegates.

Examples of Interactions workshops organised during the last edition:

- ▶ Renovating the construction environment: a 360° approach across the region
- ▶ Citizens involved in the energy transition thanks to the Village Power Plants
- ▶ Carbon: training to help you stop making a fuss!

As a rough guide, your workshop should last about 3 hours, with 1 or 2 speakers.

Practical details will be provided at a later date.

Come up with a workshop that will leave a lasting impression!

# YOUR SERIOUS GAME WORKSHOP

If you want to raise awareness of a subject in a fun way, this workshop is for you! Board games, role-playing, quizzes, storytelling, theatre, one-man shows... give your imagination free rein and surprise delegates with some serious games.



Photo credit: ©Bastien Créqui

*Illustration of a Challenge workshop  
Edition 2024 in Dunkirk*



Photo credit: ©J-B. Menges, Bordeaux Métropole

*Illustration of a Challenge workshop  
2023 edition in Bordeaux*



In your workshop, you can raise awareness, inform participants or create a debate on a subject in a format that will energise your audience.

Examples of Serious Game workshops organised during the last edition:

- ▶ Climate pots and pans
- ▶ Circular economy and batteries: how about a little quiz?
- ▶ Energie-Mix: energy is our future, let's debate it!

As a rough guide, your workshop should last about 1 hour, with 1 or 2 speakers.

Practical details will be provided at a later date.

Good or bad: come and share your experiences!

# YOUR SOLUTION WORKSHOP

Do you have a tried and tested a solution that could inspire delegates? In these workshops, the floor is given to project leaders who share the stages of construction and the results obtained.

Projects, initiatives, technologies, etc. We give the floor to those who are driving forward the energy transition.



Photo credit: ©Bastien Créqui

Illustration of a Challenge workshop  
Edition 2024 in Dunkirk



Photo credit: ©J-B. Menges, Bordeaux Métropole

Illustration of a Challenge workshop  
2023 edition in Bordeaux



Your workshop brings together a number of project leaders working on the same theme. These projects are being implemented and the results can be shared. To avoid a boring succession of power points, you have identified a facilitator who will ensure that the proceedings are participative and dynamic and facilitate exchanges between speakers and participants.

Examples of Solution workshops organised during the last edition:

- ▶ Accelerating photovoltaic development without building on land: roads get involved!
- ▶ Energy transition: the bank on the move

As a rough guide, your workshop should last about 1 hour, with the number of speakers between 1 and 4.

Practical details will be provided at a later date.

# THE CALENDAR

2024

●..... 1<sup>er</sup> October: Launch of the call for contributions

*Preparing and submitting your contribution*

●..... **12 November at 6pm: call for contributions closes**

*Analysis and selection of contributions by all the co-organisers*

2025

●..... 27 to 31 January: candidates are informed whether or not they have been selected

●..... **12 February: deadline for confirming your participation by e-mail**

*Preparation of your final contribution, validation of speakers' participation and final submission*

●..... **30 March: deadline for submitting your final contribution**

*(as it will appear in the conference programme)*

*Preparing your workshop schedule with the speakers, finalising the delivery method and preparing any support materials you may need.*

●..... Early May: publication of the programme on the conference website

●..... 24, 25 and 26 June 2025: Welcome to Strasbourg for the 26<sup>ème</sup> Assises!

●..... **End of June: time to send your materials to the organisers**

# HOW DOES THE SELECTION PROCESS WORK?

- ✓ **The jury, made up of the co-organisers, will analyse your contribution according to the following criteria:**
  1. The link with current events
  2. Respect for the chosen format and originality of the planned animation
  3. The originality of the contribution (content)
  4. The potential for replication in other areas
  5. The diversity and profile of the speakers
  
- ✓ **Other terms and conditions :**
  - To encourage diversity among workshop leaders, a maximum of 2 contributions per organisation will be accepted.
  - The jury will take into account the number of entries received per organisation and whether the organisation has already been shortlisted in previous years.
  - Balance between the different workshop formats, as envisaged in the CAA.
  - Depending on the number and nature of the contributions received, the organisers may exceptionally propose a change of format and grouping of workshops if the subjects addressed are similar.

# RESULTS OF THE ANALYSIS OF CONTRIBUTIONS

- ✓ **All contributions received will be analysed between mid-November and mid-January 2025.**
- ✓ **The Jury will meet in mid-January to decide on the final selection and choose the workshops.**
- ✓ **Candidates will then be informed between 27 and 31 January 2025 whether their contribution has been accepted or not.**
- ✓ **The selected candidates will then be invited to confirm by return e-mail before **12 February 2025** their commitment to carrying out the selected workshop, and then to submit their definitive contribution (as it will appear in the Assises 2025 programme) via a new form. This form will contain the same information as the previous one, but will allow applicants to specify the title of their workshop, refine the description, and provide a final list of the speakers who will lead the workshop with them.**
- ✓ **The deadline for submitting the final contribution will be **30 March 2025**.**
- ✓ **A guide will be sent to candidates to help them prepare their workshop.**



# OUR MUTUAL COMMITMENTS

## ✓ **You are the PILOT in the preparation and running of your workshop! You commit to :**

1. **Make sure you are present at the conference (videoconferencing will not be accepted for workshops). The organisers will cancel any workshop planned with one or more remote speakers.**
2. Identify a single correspondent who will act as a link with the conference organisers
3. Prepare and run your workshop on the big day
4. Provide a description of your workshop to be included in the programme distributed to participants
5. Respect the deadlines set by the organisers
6. Use the European Energy Transition Conference graphic charter to develop your communication materials (a presentation template will be provided by the organisers).
7. Send your presentation to the organisers by the end of June 2025
8. Authorise the organisers to publish these materials on the Assises website and to transfer your image rights.

## ✓ **The organisers will ensure to :**

1. Provide you with a space suited to the format of your presentation (videoconferencing system not provided)
2. Promote your workshop by posting it on the Assises website
3. Free registration for speakers on the day of the event. See website rates for other days. Speakers are responsible for their own travel and accommodation costs.

In accordance with the law on the protection of personal data, the organisers will not be able to send you the list of people registered for your workshop.

## 🏠 A LOOK BACK AT THE NUMBER OF APPLICATIONS RECEIVED FOR THE PREVIOUS EDITION

- ✓ For your information, here is the number of applications received for the previous edition in each workshop format and the number of workshops selected.

Type of workshop	Number of applications submitted	Number of workshops selected by the jury	Percentage of workshops selected
CHALLENGE	38	28	74 %
INTERACTION	53	46	87 %
SERIOUS GAME	38	15	39 %
SOLUTION	145	45	31 %
TOTAL	298	134	68 %

✓ **Content Coordination and general information on how to contribute :**



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Co-organised by :

