

INFORMATION SHEET

INTRODUCTION

The ENERGISE project, funded by the European Commission under grant agreement no. 727642, started in December 2016 and continues until November 2019. In the period between August 2018 and March 2019, eight of the ten ENERGISE consortium partners will implement sustainable energy initiatives, the ENERGISE Living Labs (ELLs), in eight different countries. The eight partner organisations and a third-party organisation, who will be involved in collecting, sharing and processing data for the ELL initiatives, are:

- o Aalborg University, Copenhagen – Denmark
- o GreenDependent Institute, Gödöllő – Hungary
- o Kingston University, London – United Kingdom
- o Ludwig-Maximilians-University Munich – Germany
- o Maastricht University – The Netherlands
- o National University of Ireland, Galway – Ireland
- o University of Geneva – Switzerland
- o University of Helsinki – Finland
- o Betawerk – The Netherlands

WHO TO CONTACT

Your local ENERGISE partner is **xxx** and can be reached **Monday through Friday; by email (xx@yy.zz) or phone (xxxxxxxxx).**

PURPOSE OF THE RESEARCH

The ENERGISE project aims to gain insight into socio-cultural, material as well as other factors influencing home energy use and to provide advice to local, regional, national and international governing bodies on how to support more sustainable ways of living.

PROCEDURES AND DURATION OF THE ENERGISE LIVING LABS

With a specific focus on household routines around doing the laundry and home heating, the ENERGISE project rolls out sixteen Living Lab initiatives in eight European countries between the end of August 2018 and March 2019. The following activities form part of these initiatives:

- o a recruitment survey;
- o a baseline survey;
- o a personal visit by one or several researchers at participants' home to get to know each other, to install electricity meters, thermometers and a temperature logging device and to explain the further process and the ENERGISE data collection tools (weekly surveys and simple diaries);
- o a period of four weeks during which participants track their usual routines and energy use;
- o an interview/focus group meeting, including information on the ENERGISE challenges;
- o a period of seven weeks during which participants experiment with new laundry routines and new ways to approach home heating and airing;
- o a final survey and interview/focus group meeting in December 2018;
- o a follow-up survey or interview in March 2019.



GENERAL INSTRUCTIONS

Participants are kindly asked to respond to the ENERGISE surveys (online or on paper) and to fill in the Laundry and Heating Diaries provided by the research team. The Laundry Diaries need to be filled in with every laundry cycle, when the dryer is used or clothes are ironed. All participants are kindly asked to keep a Washing Diary; Drying and Ironing Diaries are to be kept only where applicable. The Heating Diary needs to be filled in once per week, ideally on Monday evenings 8pm, based on temperature readings of the thermometers provided.

PARTICIPANT SELECTION

Participants have been selected following their expression of interest in participating, indicated by filling in the ENERGISE Living Labs recruitment survey. ENERGISE partners aimed to involve a variety of households in terms of household composition, where possible, mirroring national statistics. In addition, ENERGISE Living Labs seek to engage hard-to-reach groups, e.g. households who would ordinarily not participate in energy-saving initiatives.

DATA COLLECTION & PROCESSING

All data collected will be processed in accordance with the European General Data Protection Regulation (GDPR) and includes:

- **Personal data:** name, age, gender, home address, email address, (mobile) phone number, homeownership status, educational and socio-economic background of all household members;
- **Energy-related data:** type, age and energy efficiency classification of the household's building, total household energy consumption, data on energy use;
- **Data on social aspects of energy use:** information on everyday routines, and perceptions of and readiness to challenge social norms.

Respondents' personally identifiable information and participants' consent forms will be retained for three years following the completion of the study. All data on energy use and energy-relevant household routines collected during the ENERGISE project will be securely stored in anonymised form for a minimum period of five years. After the successful conclusion of the ENERGISE project, anonymous research data may be made available to researchers who wish to replicate the research or elaborate on its results.

VOLUNTARY PARTICIPATION

Participation in an ENERGISE Living Lab is entirely voluntary and based on consent.

BENEFITS AND RISKS

Benefits of participating in the ENERGISE Living Labs include learning about (ways to reduce) household energy use and contributing to an expansion of the knowledge base of social studies in the energy domain. As a broader, societal benefit, participation contributes to the development of innovative approaches towards supporting more sustainable ways of living. Possible risks associated with participating in the ENERGISE Living Labs include unforeseen rebound effects that may lead to an increase in energy use, expenditure or time spent on household chores. There is also a risk that participants may share some personal or confidential information by chance during interview or focus group meetings, or that they may feel uncomfortable talking about some of the topics discussed. However, participants do not have to answer a question or take part in the discussion/interview/survey if they feel the question(s) are too personal or make them feel uncomfortable (see section "Right to Refuse or Withdraw").

REIMBURSEMENT

Participants are not reimbursed for their time and efforts. However, participants are welcome to keep the electricity meters, thermometers as well as the contents of the ENERGISE 'challenge kits' that are meant to support changing everyday routines towards less energy use. Moreover, a token of appreciation is offered at the final meeting with the ENERGISE researchers in December 2018.

CONFIDENTIALITY

Personally identifiable information will be kept securely and confidential – known only to the local ENERGISE research team and, in the case of participants in the ENERGISE community lab, to other participants. Personal data will be shared with other ENERGISE consortium partners in anonymised form only. Research results based on personal data will be shared in aggregated or pseudomised form and will not be traceable to individual participants.

SHARING THE RESULTS

If interested, participants will be informed about the findings of the ENERGISE research project. Furthermore, results will be shared with interested researchers, policy makers or others in the form of research reports, academic publications, handbooks and policy briefs. Findings will also be disseminated via press releases, social media and at public events.

RIGHT TO REFUSE OR WITHDRAW

Participants do not have to take part in the ENERGISE interviews/focus groups/surveys or answer all questions during a meeting or in a survey. There is no need to provide any reason for refusing to answer a question or for refusing to take part in some or all research activities of the ENERGISE project.

Participants can always change or withdraw their consent by contacting the ENERGISE partner organisation of their country, without having to provide reasons. However, the consent cannot be revoked retroactively and will therefore only affect future processing of the data.

Participants can get insight into all data they provided and demand deletion or restriction of processing at any stage, also after completion of the project, without having to provide reasons. Additionally, if participants detect any inaccuracies in the data collected, they have the right to rectify those inaccuracies.

INFORMED CONSENT FORM

I have read the foregoing information, or it has been read to me. I have had the opportunity to ask questions about it and any questions I have asked have been answered to my satisfaction. I consent voluntarily to be a participant in this study. Specifically, I consent to:

(please tick)

- The collection and storing of personal data, for example on personal routines and energy use, and the sharing of personal data in anonymised form among ENERGISE consortium partners for data analyses.
- The use of my contact details (name, email address and mobile phone number) for the purpose of responding to ENERGISE surveys.
- The use of personal data, including pictures or videos taken of me or of my home for analyses in the context of the ENERGISE research project.
- The use of personal data, including pictures or videos taken of my home or of me to communicate the findings of the ENERGISE research project to a wider public. I understand that pictures or videos of me or my home might be shown at public events or appear on project or partner websites, or on social media.

I understand that I can request insight into data collected on me and my household at any time and that I can revoke consent at any time without providing a reason.

Print Name of Participant

Signature of Participant

Date

Day/month/year

The sole responsibility for the content of this document lies with the authors. It does not necessarily reflect the opinion of the European Union. Neither the INEA nor the European Commission is responsible for any use that may be made of the information contained therein.

