



ALFA

UNLOCKING THE BIOGAS POTENTIAL
OF LIVESTOCK FARMING

ALFA Mentors

Terms of Reference



Funded by
the European Union

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1. Introduction

1.1 ALFA in a nutshell

ALFA is a Coordination and Support Action project under the umbrella of the Horizon Europe Programme, with the aim of tapping into the potential of **biogas production** from **livestock farming**, and to enhance the **wider uptake of RES** and increase the **share of bioenergy** as a baseload energy source.

ALFA acts as a **catalyst** for biogas in Europe and provides demand-driven **business and technical support** to over 50 livestock farmers and other biogas projects in the livestock farming sector in six EU countries¹, investigating biogas market dynamics, implementing **capacity-building activities**, and **promoting awareness** about the benefits of biogas solutions. All the activities are deployed by regional networks named **ALFA Hubs**, which were established by local project partners with the support of two European networks among ALFA partners (European Dairy Farmers - EDF and European Biogas Association - EBA).

The main **goals** of the project are to:

1. Assess the **regional specificities** and analyse the **framework conditions** to identify drivers and barriers for the uptake of biogas in EU livestock farming industry, in multi-layered ways, including country framework analysis, interviews, surveys and successful practices analysis.
2. **Co – create** the **ALFA support measures** as solutions for boosting the uptake of biogas within the livestock farming sector, considering the local needs and the challenges through the operation of the ALFA Hubs.
3. **Deploy the biogas uptake support measures** of ALFA in real market conditions, to facilitate the integration of renewable energy in final energy mix.
4. **Communicate** the outcomes and **inform policy**, promoting mutual learning and exploitation of demand driven results, with the goal to empower livestock biogas uptake across Europe.

The main **outcomes** of the project will be:

1. The **ALFA Hubs**: a network of local facilitators, set up by the ALFA project to support the market uptake of biogas in the targeted countries.
2. The **analysis** and **definition** of regional specificities through desk research, surveys, and interviews with successful biogas cases.
3. The demand driven **business and technical service portfolio**, co-created with stakeholders tailored to the needs of interested projects, and twice finetuned throughout the course of the project.
4. The training materials in the form of **seminars and webinars** for capacity building of stakeholders throughout the biogas value chain, along with **awareness campaigns** to be further utilised.

¹ Belgium - BE, Denmark – DK, Greece - EL, Italy - IT, Slovak Republic - SK, Spain - ES

5. A **suite of ALFA tools** including a **Decision Support Tool** (for assessing biogas projects in terms of profitability and ESG¹ benefits), an interactive map with active **Biogas Cases**, an online repository named **Knowledge Center** with useful informative materials, and a **Biogas Forum** serving as an open environment for nurturing novel ideas, exchanging good practices etc., all available through the **ALFA Engagement platform** (alfaep.eu)

1.2 Overview of Mentoring

The ALFA project's mentoring program **connects livestock farmers and biogas experts** to foster the adoption of biogas technology within the livestock farming sector. By **leveraging the expertise** of experienced mentors who have successfully integrated biogas solutions, this initiative provides mentees with **guidance, technical support, and strategic insights**. The program aims to **empower farmers** with the **knowledge and confidence** needed to implement sustainable biogas systems, thereby **enhancing renewable energy uptake** and contributing to the overall goals of the ALFA project. Mentoring activities are facilitated through **ALFA support provision** in six EU countries, ensuring tailored, region-specific support for participating farmers.

2. Terms of Mentorship

2.1 Role Description

Mentors in the ALFA project serve as **experienced guides**, offering their expertise to livestock farmers interested in adopting biogas technology. They provide **personalised advice, share best practices**, and **help mentees navigate technical and operational challenges**. Mentors act as catalysts for knowledge transfer, supporting the mentees' journey from initial interest to successful implementation of biogas solutions on their farms.

2.2 Rights and Obligations

Mentors have to access to **ALFA's resources**, participate in **capacity building sessions**, and **receive recognition for their contributions**. They **are expected** to commit certain amount of **time** to mentoring activities, **maintain confidentiality**, and **uphold ethical standards**. Mentors may also provide regular feedback to the ALFA Hubs in their discretion, ensuring the program's continuous improvement and relevance.

2.3 Key Responsibilities

Mentors are responsible for **delivering one-on-one or group mentoring sessions** (1-2 hours, per mentoring session). These sessions will be arranged by the ALFA partners (through the ALFA Hubs, which serve as responsible partners for the service provision). ALFA partners will document the outcomes of the mentoring session, but the mentor will **address mentees' queries** and facilitate connections with additional resources or experts if needed. Engaging in the necessary communication and participating in program evaluations are essential components of their role.

¹ ESG are widely used criteria to measure the sustainability and ethical impact of any business activity focusing on Environmental, Social and Corporate Governance.

2.4 Expected Outcome

The mentoring program aims to **equip** mentees with the **experience, knowledge and confidence** necessary to implement biogas solutions within livestock sector effectively. Expected outcomes include **increased adoption of biogas systems, enhanced operational efficiencies, and greater awareness of the environmental and economic benefits of biogas**. Mentors will help foster a community that supports ongoing innovation and sustainability in livestock farming.

2.5 Benefits and Future Opportunities

As a mentor, you may benefit from **professional development opportunities**, within the European biogas community. In parallel, your participation may create **networking opportunities and possibilities for new collaborations**. You may contribute to **sustainable farming practices** and can leverage your mentoring experience to further **expand your skills**. Participating as a mentor in ALFA activities can enhance your **visibility and recognition** within the industry, showcasing your commitment to drive positive change and sustainable development in the livestock sector. Additionally, as mentors you may be invited to participate in **future ALFA initiatives** and other EU-funded projects, **expanding your influence and professional scope**.

3. Planned Effort, Time Commitment and Availability

Mentors in the ALFA project are expected to **conduct at least one mentoring session per awardee**, with each session lasting at approximately **one to two hours**. These sessions can be held either **physically or online**, depending on the mentor's and mentee's **preferences and availability**. Mentors are encouraged to guide in their **fluent languages** to ensure clear and effective communication. The **scheduling** of sessions should be **flexible and arranged** based on the mentor's and mentee's availability to accommodate their professional and personal commitments.

4. Operational Procedures

The mentoring process within the ALFA project follows a structured yet flexible approach to ensure effective support and knowledge transfer. Upon selection, **mentors will be matched with mentees** based on their specific **needs and expertise** areas. Each mentoring session, lasting 1-2 hours, will be scheduled by an ALFA partner at a mutually convenient time and can be conducted either online or in person. Mentors will tailor the session **content to the mentee's needs**, in a friendly discussion format. Mentors may utilise **ALFA's resources**, such as the Decision Support Tool and the Knowledge Center, to provide evidence-based guidance. After each session, ALFA partners are required to **document the session's key points and outcomes**, after the confirmation of the mentor if needed, and submit a **brief report** to the awardee. This documentation helps **track progress** and identify **further support needs**. Ongoing communication between mentors and mentees is encouraged to address any follow-up questions or challenges that may arise.

5. Application Process

5.1 Eligibility Criteria

To become a mentor in the ALFA project, candidates must possess relevant experience in biogas technology implementation within the livestock farming sector. Candidates should demonstrate good communication skills and a commitment to supporting sustainable farming practices. Fluency in the language of the mentees they will be working with is required to ensure clear and effective guidance. Additionally, mentors should be willing to dedicate time and effort to the mentoring process as outlined in the commitment and availability requirements.

Table 1. Summary of Eligibility Criteria

Criterion	Description
Experience in Biogas Technology	Relevant experience in implementing biogas technology within the livestock farming sector.
Communication Skills	Excellent communication skills to effectively guide and support mentees.
Language Proficiency	Fluency in the language of the mentees to ensure clear and effective communication.
Commitment and Availability	Willingness to dedicate time and effort as outlined in the mentoring commitment and availability.

5.2 How to Apply

1. **Access the Online Form:** Visit the ALFA Engagement Platform at alfaep.eu.

Navigate to the "Mentors" section.

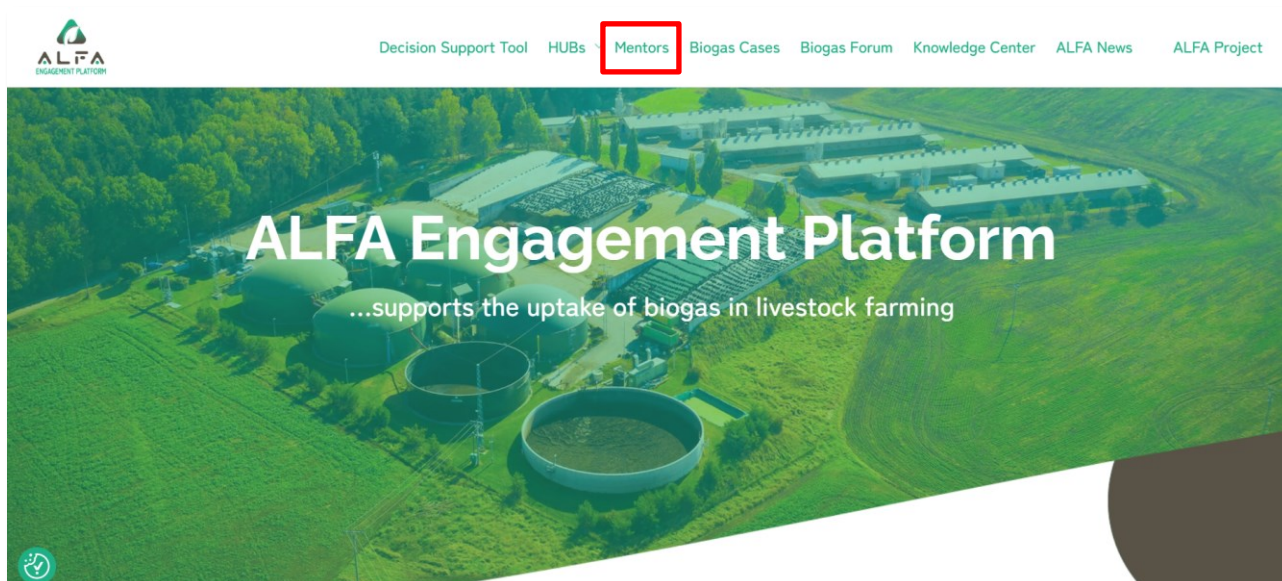


Figure 1. Application process step 1.1

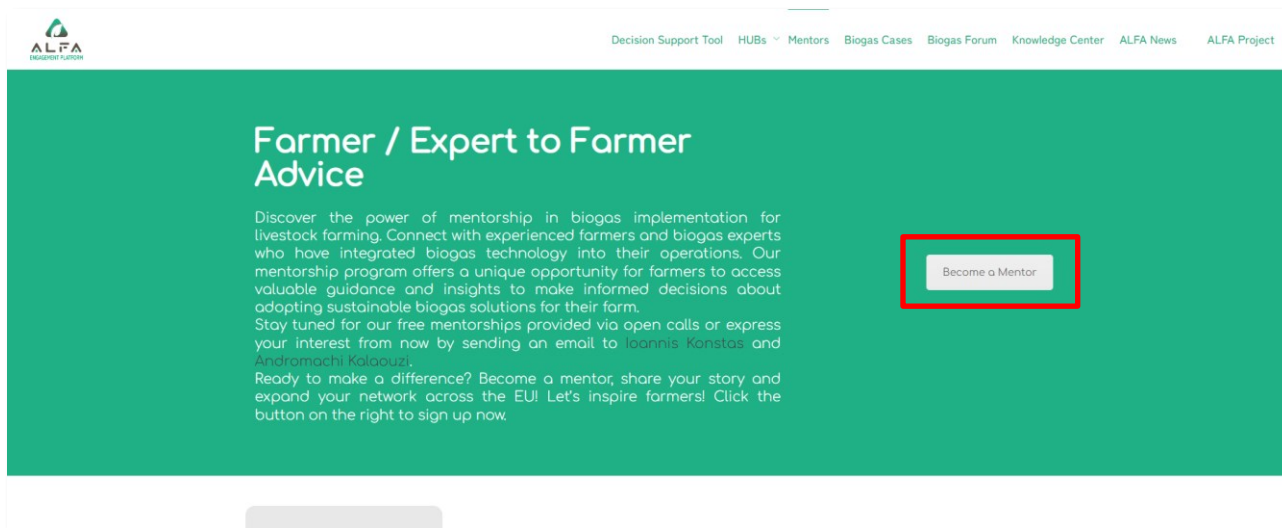


Figure 2. Application process step 1.2

2. **Complete the Application Form:** Fill out the required personal and professional information.

Provide details on your experience and qualifications relevant to biogas technology and livestock farming.

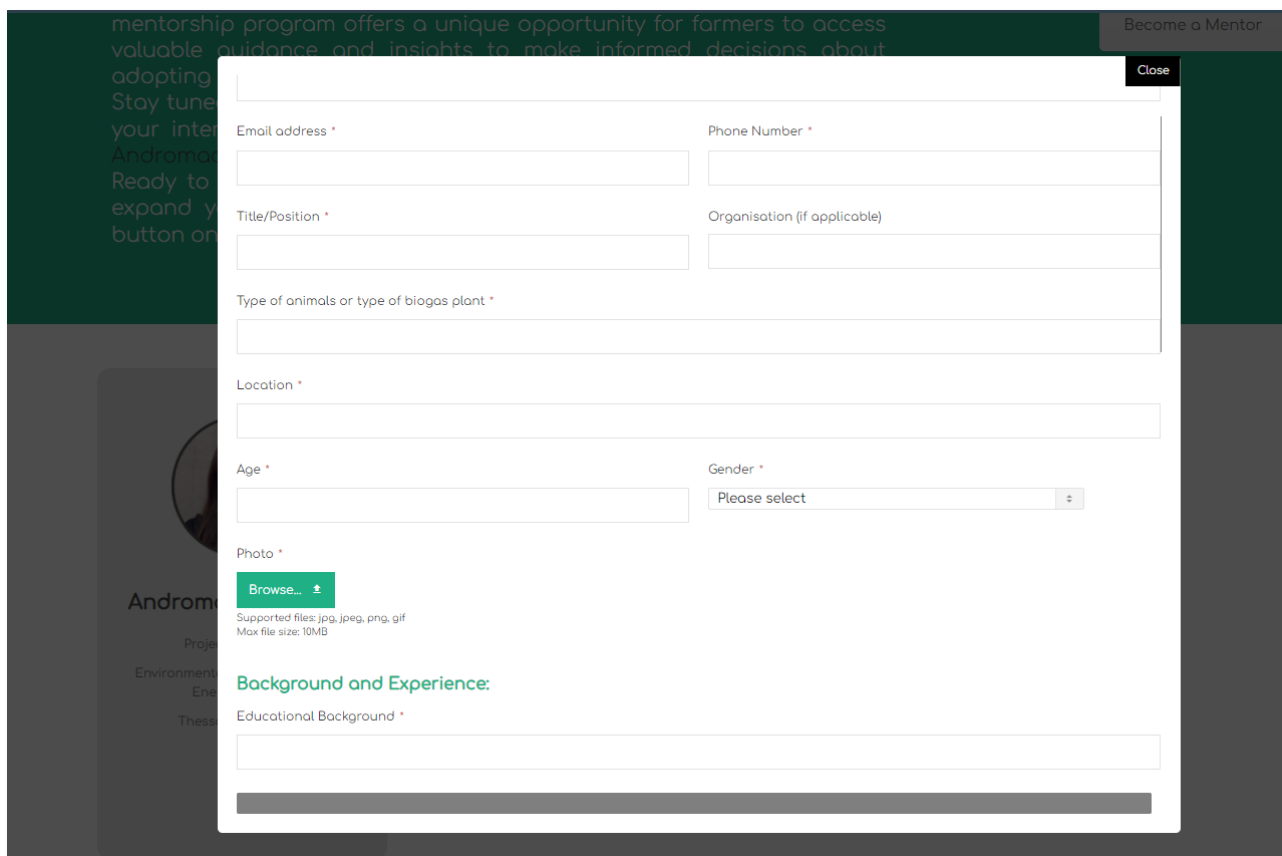


Figure 3. Application process step 2

3. **Accept the Informed Consent Form:** Review the informed consent form for data management and accept the terms to comply with data protection regulations.

4. **Submit the Application:** Review your application for accuracy and submit the completed form online.

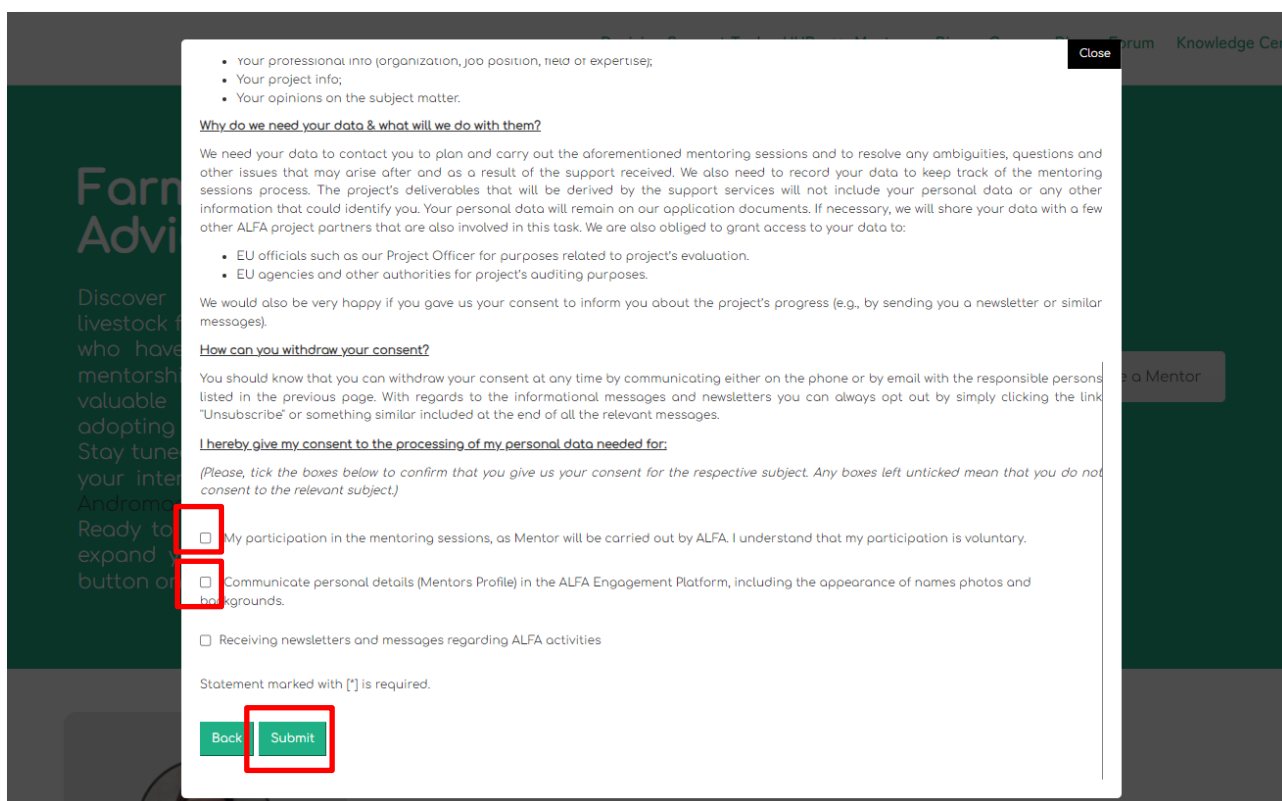


Figure 4. Application process step 3 and step 4

- 5. **Assessment of Application:** Your application will be assessed by the responsible project partner.
- 6. **Profile Upload:** Upon approval, your mentor profile will be uploaded to the ALFA platform and will be accessible for matching with mentees.

5.3 Timeline and Important Dates

The application process for mentors will remain open throughout the duration of the ALFA project. Mentors' profiles will be maintained online, with the option to remain active until the end of the project period. The mentoring sessions are scheduled to commence in **February 2025** and will continue through **June 2025**. This timeline ensures that all mentoring activities are completed within a structured framework, allowing for meaningful engagement and impact.

6. Contact Point

Any enquiry, complaint or concern about any aspect of your experience as a mentor can be addressed to Q-PLAN INTERNATIONAL that oversees the setup of the mentorship. The contact details of the responsible person are provided below:

Organisation: Q-PLAN INTERNATIONAL

Contact Person: Andromachi Kalaouzi

Phone: +30 2310 257277, +30 2310 411 191

Email: kalaouzi@qplan-intl.gr

The project

ALFA has the objective to help unlock the EU's biogas production potential by fostering the adoption of technologies using manure to produce biogas, thus helping increase the adoption of renewable energy sources in the EU and helping reduce emissions from untreated animal waste. The project will identify drivers and barriers for the uptake of biogas in the EU livestock farming industry and will support farmers from 6 EU countries (Italy, Denmark, Belgium, Slovakia, Greece and Spain) through its own co-created solutions, including financial, business, and technical support services as well as capacity-building seminars. In parallel, the project will develop an Engagement Platform to host tools that facilitate collaboration and knowledge exchange among industry actors and provide credible estimations of each farm's biogas potential, prospect profits, and environmental and social impacts. Moreover, ALFA will inform all relevant stakeholders via awareness-raising campaigns and policy recommendations and will provide guidelines for replication of its results in other regions.

Coordinator: **Q-PLAN**

PARTNER	SHORT NAME
	Q-PLAN INTERNATIONAL ADVISORS PC
	AGENZIA PER LA PROMOZIONE DELLA RICERCA EUROPEA
	AZZERO CO2 SRL
	CENTRE FOR RESEARCH & TECHNOLOGY HELLAS
	FBCD AS
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