



## Bio-based Industries Research and Innovation action

**CALL IDENTIFIER:** H2020-BBI-JTI-2019

**TOPIC:** BBI-2019-SO2-R2

**GRANT AGREEMENT NO:** 887115

**PROJECT ACRONYM:**



**PROJECT TITLE** Combining carboxylic acid production and fibre recovery as an innovative, cost effective and sustainable pre-treatment process for heterogeneous bio-waste

**PROJECT WEBSITE** [www.cafipla.eu](http://www.cafipla.eu)

## D4.4 Input workshop/focus group: description of format and content

**START DATE OF PROJECT** 01.06.2020

**DURATION OF PROJECT:** 36 Months

**DELIVERY DATE:** Month 24

**RESPONSIBLE FOR THIS DELIVERABLE** DBFZ

**AUTHORS** Linda König, Konrad Siegfried, Susann Günther

**KEYWORDS** Stakeholder meeting, world café, upstream supply chain

**DISSEMINATION LEVEL:**

**PU - PUBLIC**

This project has received funding from the Bio Based Industries Joint Undertaking (JU) under grant agreement No 887115. The JU receives support from the European Union's Horizon 2020 research and innovation programme and the Bio Based Industries Consortium

## DISCLAIMER

This deliverable has been prepared in the context of the project CAFIPLA receiving funding from the Bio Based Industries Joint Undertaking (JU) in accordance with the grant agreement No 887115. The JU receives support from the European Union's Horizon 2020 research and innovation programme and the Bio Based Industries Consortium).

It must be stressed that the views expressed in this CAFIPLA Deliverable D4.4 Input workshop/focus group: description of format and content are the sole responsibility of the authors and do not necessarily reflect the views of the Bio Based Industries Joint Undertaking (JU).

The author and the reviewers do not accept any liability for any direct or indirect damage resulting from the use of this CAFIPLA Deliverable D4.4 (2022), its content or parts of it. The results achieved, conclusions made, and recommendations given by the author should not be interpreted as a political or legal signal that the Bio Based Industries Joint Undertaking, The European Commission or any other political or legal institution intends to take a given action.

Please refer to this deliverable as:

CAFIPLA – D4.4 (2022), Deliverable D4.4 – Input workshop/focus group: description of format and content. May 2022.

## EXECUTIVE SUMMARY

Aim of task 4.3 is to extend the PESTEL analysis results of task 4.2 through participatory research formats. In D4.4, the concept and content of a stakeholder meeting in form of an input workshop scheduled for June 2022 is described. Together with the project partners (i.e. TECNALIA, DECHEMA and IDELUX), it was decided to focus on the upstream supply chain stakeholders.

## TABLE OF CONTENT

DISCLAIMER .....	2
EXECUTIVE SUMMARY.....	3
LIST OF FIGURES .....	5
LIST OF TABLES .....	5
ABBREVIATIONS.....	6
1 INTRODUCTION .....	7
2 INPUT WORKSHOP AT IDELUX IN TENNEVILLE, BELGIUM (FORMAT AND CONTENT) .....	8
2.1 CONTENT AND AIMS .....	8
2.2 GENERAL WORKSHOP ORGANISATION, PRELIMINARY AGENDA AND PARTICIPANTS.....	9
2.3 PLAN B AS RESPONSE TO COVID-19 RESTRICTIONS .....	11
3 OUTLOOK.....	11
4 REFERENCES .....	12

## LIST OF FIGURES

Figure 1: Main objectives and associated deliverables in CAFIPLA Task 4.3 (DBFZ 2022) .....	7
Figure 2: Invitation to stakeholder workshop at IDELUX in Tenneville, Belgium (DBFZ 2022) .....	10

## LIST OF TABLES

Table 1: Preliminary agenda for stakeholder workshop at IDELUX in Tenneville, Belgium .....	11
---	----

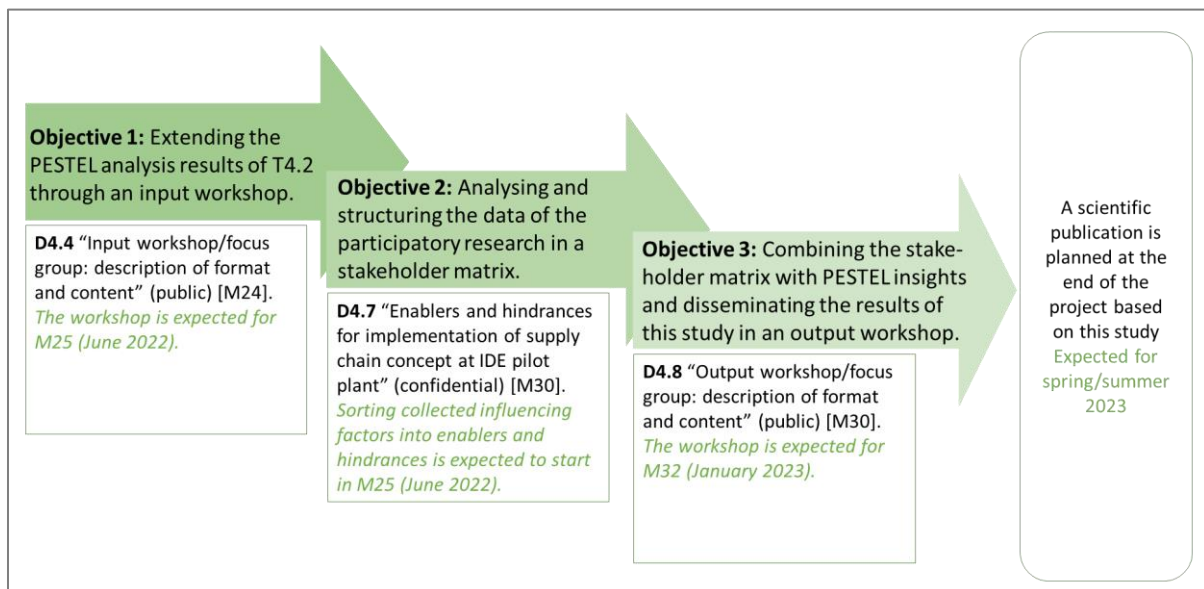
## ABBREVIATIONS

	Description
CAP	Carboxylic Acid Platform
COVID-19	Coronavirus disease 2019
DBFZ	Deutsches Biomasseforschungszentrum gGmbH
Dx.x	Deliverable ( <i>of the project</i> )
EU	European Union
FRD	Fibres Recherche Développement
FRP	Fibre Recovery Platform
IDE	IDELUX Environnement
Mx	Month ( <i>of the project</i> )
OWS RF	Organic Waste Systems Research Foundation
PESTEL	Political, economic, social, technological, ecological, legal ( <i>factors</i> )
TRL	Technology readiness level
Tx.x	Task ( <i>of the project</i> )

## 1 INTRODUCTION

The overall objective of CAFIPLA is the development of an integrated pre-treatment process to convert heterogeneous organic wastes, residues and by-products into building blocks for a bio-based economy. This is achieved by linking a Carboxylic Acid Platform (CAP) with a Fibre Recovery Platform (FRP) to transform biomass into bio-chemicals, -products, -materials and feed. To demonstrate the potential of the technology, a pilot plant will be built in the project (TRL5) (CAFIPLA Project Consortia 2020).

Main aim of task 4.3 is the extension of the insights gained through PESTEL analysis in task 4.2 through participatory research. In order to achieve this aim, the task can be parted into three central objectives, of which each results in a separate deliverable. The objectives and associated deliverables are visualised in Figure 1. While the deliverables about the input and output workshops' format and content (D4.4 and D4.8) are public, the deliverable about enablers and hindrances for the concept implementation at IDELUX (D4.7) has to be treated confidentially.



**Figure 1:** Main objectives and associated deliverables in CAFIPLA Task 4.3 (DBFZ 2022)

The present D4.4 is about the format and content of the input workshop. According to the Grant Agreement, an input workshop on the CAFIPLA supply chain concept for the IDELUX pilot test case shall be organised. The workshop will be organised by IDELUX and DBFZ for stakeholders of the upstream supply chain at IDELUX in Tenneville, Belgium.

This deliverable strongly builds on previous work conducted within the tasks of WP4. Selected upstream stakeholders identified and mentioned within D4.2 (confidential) are the target group for the input workshop. Moreover, relevant contacts established by DBFZ through other EU projects as well as regional players suggested by IDELUX shall be invited to the workshop with upstream stakeholders as well. Downstream stakeholders will presumably be addressed by another stakeholder workshop in August 2022 at the AICHEM fair in Frankfurt. Planning of the latter workshop is not further considered within D4.4, as it is seen as part of the dissemination strategy for engagement with stakeholders interested in the CAFIPLA project/technology concept.

## 2 INPUT WORKSHOP AT IDELUX IN TENNEVILLE, BELGIUM (FORMAT AND CONTENT)

Workshops are a proven way to collect data on a particular issue or to disseminate information on a topic, such as project results. Due to their flexibility in design, workshops can be organised in a way that is specifically tailored to the host's as well as participants' needs. For the purpose of participatory research, workshops support the engagement of relevant stakeholders, provide room for focused discussions in order to solve certain problems or questions, which are of interest for all parties involved. Moreover, a workshop represents a way of creating a common understanding of a defined problem or topic (Merriam 2014; dscout 2022).

IDELUX agreed on holding the input workshop at their facilities in Tenneville, Belgium. The IDELUX team already booked conference room(s) in their buildings for Wednesday, 29.06.2022. Due to ongoing restrictions related to the COVID-19 pandemic, the room capacity is still limited to 20-25 people at the maximum. In case the COVID-19 situation does not allow a physical meeting, an alternative plan was prepared as well.

### 2.1 CONTENT AND AIMS

In order to organise and hold a successful workshop, it is essential to define an explicit workshop aim (dscout 2022). The overall aim is the assessment of the opportunities for an innovative biogenic waste processing concept – namely the CAFIPLA concept. To be a bit more precise, the aim can be unravelled into the following sub-aims from a project internal and an external stakeholder perspective.

#### **Aims from a project internal perspective:**

- Sharing knowledge regarding the CAFIPLA concept, seeking for feedback from experts to improve quality of previous findings and detecting knowledge gaps
- Getting to know about enablers and hindrances in the participating stakeholders' daily business, integrating them in PESTEL analysis
- Getting new impulses for further data collection
- Increasing project transparency and publicity
- Raising awareness for innovative technology concepts and alternative usages for biogenic waste and residues, make contacts to potential investors to prepare upscaling and commercialisation processes
- Validation of analysed resource potentials and actually available resource potentials

#### **Aims from an external stakeholder perspective:**

- Getting to know about alternative usage pathways for biogenic waste and residues to make best use out of them
- Learning about innovative technological concept that provide new economic opportunities
- Networking with other regional stakeholders coming from different business areas, such as potential feedstock suppliers, technology experts, policy representatives, research associates
- Learning from experiences made by those other stakeholders as well as made in the EU Horizon 2020 project CAFIPLA
- Detecting opportunities for further collaboration and eventually prepare stakeholder network platform

As mentioned, the data collected during the input workshop at IDELUX will directly feed task 4.3.



## 2.2 GENERAL WORKSHOP ORGANISATION, PRELIMINARY AGENDA AND PARTICIPANTS

As already indicated in the beginning of chapter 2, ongoing COVID-19 situation allows a meeting of up to 25 participants (including project partners) at IDELUX' facilities. On the part of the CAFIPLA consortium, already up to 10 people are expected to participate, which means about 15 external stakeholders can attend the workshop. Due to data security issues, the names of the organisations invited will not be included in this public deliverable. Instead, only the different stakeholder groups the organisations are belonging to will be mentioned. Based on the stakeholder groups<sup>1</sup> differentiated within CAFIPLA – D4.2 (2021), those are representatives from industry, agriculture, waste management and public authorities. At least two stakeholders from each group are expected to take part in the workshop in order to represent each perspective adequately. Therefore, a list with relevant stakeholders is prepared by IDELUX and DBFZ. Currently, the list comprises 48 entries, of which 31 are direct contacts to external stakeholders (12 industry representatives, 3 from agriculture, 8 from waste management, 4 public authorities, 4 other relevant stakeholders).

DBFZ prepared an invitation in English language, which is shown in Figure 2 of this deliverable. In order to reach the stakeholders, IDELUX and DBFZ sent personalised emails with the invitation to the relevant stakeholders – also in French, when appropriate. The invitation to the workshop was sent out in the second half of April 2022, requesting participants confirmation for attending the workshop by 15.05.2022. Therefore, the following preliminary agenda is still flexible and will be refined in the course of May, as soon as the list of participants is finalised. Depending on the number of actual participants as well as their stakeholder group affiliation, the discussion session(s) will be organised. Possible options for this are described below.

After some introductory presentations of project members, which are giving insights into the CAFIPLA project and some preliminary results of conducted analyses, the discussion session(s) with short breaks in between will follow. So far, as it is not entirely clear which stakeholders will attend the input workshop, the need of having flexibility in the organisation of the discussion sessions turned out. Possible focus of the sessions can be, for instance: feedstock availability and sourcing, technology requirements on feedstock, application/market demand, et cetera. In mid-May 2022 after the registration deadline, it is expected that the organisers will have a better overview of the workshop attendees. Then, DBFZ and IDELUX will have a meeting in which the number of discussion sessions and their duration will finally be defined. Moreover, approximately three leading questions for each session will be prepared, which shall support the moderators in guiding the discussion. For each session, specific experts shall be involved for moderation, e.g. IDELUX regarding a discussion on feedstock availability/ sourcing and FRD regarding technology requirements on feedstock. The aim is that an answer to each leading question is found, which is then briefly presented by the moderators in the conclusion part.

---

<sup>1</sup> Stakeholder groups identified in the confidential CAFIPLA deliverable 4.2 – *Player map/list (stake- and shareholders) for the IDE pilot plant*: Society, (potential) feedstock suppliers, (potential) competitors for feedstock, service providers, pilot plant operator, politics and other.

## Workshop on the Assessment of the opportunities for an innovative biogenic waste processing concept

**Focus of the workshop:**

- Stakeholder meeting (potential feedstock suppliers, representatives of the waste treatment industry, experts from research and regional policy)
- Discussions on feasibility of the innovative CAFIPLA concept

Unlock the potential of heterogeneous bio-waste such as:

Agro bio-waste

Industrial

Urban-bio-waste

Sludge

Valorization of biomass into SCCA-based and fibre-based materials...

SCCA-based materials

MCCA oil

MP

PHA

Fibre-based materials

PHA-fibre composite

Insulation

...as basis for production of biochemicals, bioproducts, feed and biomaterials

Bio-plasticiser

Feed additive

Organic fertiliser

Bio-plastics

© Adobe photoshop, Pixabay

**Join our workshop to do so!**

Do you want to know about the regional market for biomass waste?

Would you like to learn from experiences made in our project?

Do you want to make best use of your biomass residues?

Or do you purely want to enjoy networking?

© www.mdeg-digital.com

**SAVE THE DATE!**

**Wednesday, 29.06.2022**  
**9:00-15:00 (CEST)**  
**at IDELUX in Tenneville, Belgium**

Please confirm your attendance by 15<sup>th</sup> May by email or phone:  
 Marie-Aline Pierrard (IDELUX Environnement)  
 E: [marie-aline.pierrard@idelux.be](mailto:marie-aline.pierrard@idelux.be)  
 T: +32 63 231 905

**We are looking forward to welcoming you!**

Organiser:

Co-organiser:

See [CAFIPLA brochure](#) for more information on the project's main objectives and partners involved

This project has received funding from the Bio-based Industries Joint Undertaking (JU) under the European Union's Horizon 2020 research and innovation programme under grant agreement No 887115. The JU receives support from the European Union's Horizon 2020 research and innovation programme and the Bio-based Industries Consortium

Figure 2: Invitation to stakeholder workshop at IDELUX in Tenneville, Belgium (DBFZ 2022)

**Table 1:** Preliminary agenda for stakeholder workshop at IDELUX in Tenneville, Belgium

Time (CEST)	Topic	Presenter/ Moderator
8:45-9:00 15 min	Arrival of attendees, socialising	
9:00-9:15 15 min	1   Welcome: Short introduction, overview of the workshop	IDELUX, DBFZ
9:15-9:30 15 min	2   Presentation of the project idea: Overview of the EU H2020 project “CAFI-PLA”, understanding of its aims and the status quo	TECNALIA
9:30-9:45 15 min	3   Feedstock analysis results	OWS RF
9:45-10:00 15 min	4   Fibres analysis results	FRD
10:00-10:30 30 min	5   Resource mobilisation: Overview of biomass potential analysis and market framework assessment	DBFZ
10:30-10:45 15 min	Coffee break	
10:45-12:15 90 min	6   Discussion session(s) on enablers and hindrances related to the innovative biogenic waste processing concept of CAFIPLA	Tba
12:15-12:30 15 min	7   Conclusions, feedback and information on afternoon visit	DBFZ, discussion moderators
12:30-13:30 60 min	Lunch break	
13:30-15:00 90 min	8   Plant visit	IDELUX

### 2.3 PLAN B AS RESPONSE TO COVID-19 RESTRICTIONS

Unfortunately, the COVID-19 pandemic and related restrictions are still part of everyday life. Even if the current situation is promising regarding the organisation of a physical stakeholder meeting, the organisers are prepared for an alternative format as well. After two years of virtual meetings, both, workshop organiser (IDELUX) and co-organiser (DBFZ), are well-equipped with online conference tools. If the situation requires, it can be easily switched to an online workshop, for instance using one of IDELUX’ tools (Microsoft Teams) or one of DBFZ’s tools (Cisco Webex Meetings, Jitsi).

## 3 OUTLOOK

As shown in Figure 1, the insights gained during the workshop will be analysed and structured in a stakeholder matrix. For this, DBFZ will process the gathered data by sorting the gained insights (PESTEL factors) into enablers and hindrances influencing the CAFIPLA supply chain concept. The results of this analysis will be summarised in D4.7, which is about “Enablers and hindrances for implementation of supply chain concept at IDE pilot plant” (confidential) (due in M30). Moreover, another workshop is planned towards the end of the project, in which the results of this study are disseminated. The associated deliverable D4.8 “Output workshop/focus group: description of format and content” is due in M30. Regarding the output workshop’s preparation, lessons learned of the input workshops will of course be considered. Finally, a scientific publication will summarise all aspects of the study in T4.3 “Development of a supply chain concept for the pilot plant” and is expected for spring/summer 2023.

## 4 REFERENCES

CAFIPLA – D4.2 (2021), Deliverable D4.2 – Player map/list (stake- and shareholders) for the IDE pilot plant. November 2021.

CAFIPLA Project Consortia (2020): CAFIPLA Website. Objectives. Online verfügbar unter [https://cafipla.eu/home\\_cafipla/about/](https://cafipla.eu/home_cafipla/about/), zuletzt geprüft am 26.10.2020.

dscout (2022): User Research Workshops: Why, When, and How You Should Ideate as a Team. Motivating your stakeholders. Unearthing new insights. Building trust. Reducing bias. There are countless reasons to host workshops as a UXR. Here's how to execute one with confidence. Online verfügbar unter <https://dscout.com/people-nerds/a-comprehensive-guide-to-user-research-workshops-why-when-and-how-you-should-ideate-as-a-team>, zuletzt geprüft am 11.04.2022.

Merriam, Sharan B. (2014): Qualitative Research. A Guide to Design and Implementation. 3. Aufl. s.l.: Jossey-Bass. Online verfügbar unter <http://search.ebscohost.com/login.aspx?direct=true&scope=site&db=nlebk&db=nlabk&AN=752710>.