

U.S. DEPARTMENT OF
ENERGY

Office of
**ENERGY EFFICIENCY &
RENEWABLE ENERGY**

Peer Exchange



Session Goals

Over the next two hours, you will work with your tablemates to design a hypothetical SEP market title using the topic of your choice.

Starting at 4pm, each table will have the opportunity to report results to the room.

Outcomes

Guided by your moderator, we will use a brainstorming technique to come to the following three outcomes:

- 1) Goals**
- 2) Strategies**
- 3) Implementation Plan**

Process

To reach consensus on outcomes, first, all those at the table will engage in a “free flow” brainstorm. The moderator will record each thought; each idea gets equal weight at this stage.

Next, each person will get three votes on ideas established during the brainstorm. The moderator will tally votes; the “winners” will serve as the outcome.

Agenda

2pm	Set-Up Session Goals Process Outcomes	Framework for Activity
2:15pm	Ice-Breaker Name, Organization, Title What was your worst present?	Meet and Greet
2:30pm	Program Goals - Brainstorm What are the top three goals in your office regarding the topic? Are we missing any goals?	Top Program Goals
2:45pm	Establish Goals Everyone gets three votes per goal Final Tally Are we all on board with the results?	
3pm	Results Recorded	
3pm	Strategy - Brainstorm For each of the identified goals, what are some methods or strategies for getting to that goal? Are we all on board with the results?	Tops Methods/Strategies to Reach Goals
3:15pm	Establish Strategy Everyone gets three votes per strategy Final Tally Are we all on board with the results?	
3:30pm	Results Recorded	
3:30pm	Implementation - Brainstorm For each of the identified strategies, what are some first steps you may take towards, or the plan around, implementation? Are we all on board with the results?	Implementation Plan
3:45pm	Establish Implementation Everyone gets three votes per implementation plan Final Tally Are we all on board with the results?	
4pm	Record and Review Results	