

## New Water New Energy – Facilitator Instructions

**Tuesday, December 13<sup>th</sup>** - Sgt. Willie Estrada Civic Center

1 pm – 6 pm	<b>Plenary Session</b>
6:30 – 8:30 pm	<b>Dinner for Expert Groups</b> instructions for Wednesday morning breakouts

**Wednesday, December 14<sup>th</sup>**

### **Brackish Groundwater National Desalination Research Facility**

Suggested process for each breakout group

8:00	meet at the Research Facility, go to breakout rooms based on assignment
8:15	introductions and review of morning schedule
8:30	brainstorm needs, identify data gaps, and record on flip charts
9:00	list proposed research projects on flip charts
9:30	assign individuals or teams to write one project description sheet for each idea
11:00	choose top two group project descriptions and select group spokesperson to present to afternoon plenary session
12:00	return to Civic Center for lunch

### **Civic Center**

12:00 – 2:00 lunch; keynote, posters, and networking

Breakout group presentations and comments from audience

2:00 – 2:15	Wind Group
2:15 – 2:30	Solar Group
2:30 – 2:45	Geothermal Group
2:45 – 3:00	Action Group
3:00 – 3:15	Infrastructure Group
3:15 – 3:30	Water Resources Group
3:30 – 3:45	Environmental Impacts Group
3:45 – 4:00	Institutional Group
4:00 – 4:30	Audience Suggestions
4:30 – 4:45	Plenary vote for two best projects
4:45 – 5:00	Wrap-up

### **General Instructions**

- Facilitators should bring their own laptops – Wi-Fi is available at the Civic Center and at the Research Facility. A password is not required at the Civic Center. A password will

be provided at the Research Facility.

- Facilitators will be provided with a printer and a printer driver will be loaded onto your laptop at the dinner.
- Facilitators will be provided with a flipchart and pens, tape or other fastening materials for use during brainstorming/discussion.
- Review the Participant Instructions with the group members and ensure everyone understands them;
  - Remind the participants that the names will be removed from the final Project Description Sheets in the conference proceedings
- Each group will have 3-4 hours to (1) brainstorm project needs, (2) identify data gaps, (3) identify potential projects, and (4) breakout into sub teams (maximum of 3 per group) to complete the Project Description Sheets.
  - Discussion of items needs, data gaps and potential projects should be recorded using flipcharts;
  - Have a 'parking lot' chart to record ideas not related to the discussion
  - Individuals can fill out as many of the Project Description Sheets as desired;
  - Each project is a separate Project Description Sheet
  - Group needs to decide on a spokesperson for the group, and two (2) projects to discuss at the afternoon plenary session.
- All Project Description Sheets should be filled out electronically and sent via email to: [coklett@nmsu.edu](mailto:coklett@nmsu.edu) Please include your group name in the subject line.
- Facilitators will be responsible for printing the top two Project Description Sheets for your individual breakout group for presentation at the Wednesday afternoon plenary session.
- Audience voting will be done after all breakout groups have presented their top two projects. Each participant will have five dots they will place against the projects they like. The top two will be announced at the end of Wednesday's plenary session.