

**NYSERDA Residential Market Advisory Group (RMAG)
Stacked Efficiency and Electrification Pilot (SEEP) Framework Working Group
Working Group Charter**

Group Name: Stacked Efficiency and Electrification Pilot Framework
Group Type: Ad Hoc Working Group
Meeting Frequency: Monthly; 90 minutes
Champion: Andy Winslow (Northeast Energy Efficiency Partnerships)
NYSERDA Representative: Keith Bohling
Facilitator: Trevor Reddick (Kearns & West)

PURPOSE

To develop a framework for a pilot program showcasing 'stacked' energy efficiency, building electrification, and distributed renewable energy improvements for 1-4 unit existing homes.

- Defining Stacked Efficiency and Electrification
- Identifying Customers and Contractors
- Identifying Pricing, Financing, and Timeline
- Identifying the Model
- Development of Education and Training Materials

OBJECTIVES

1. Brainstorm what a program 'stacking' energy efficiency, electrification, and distributed renewable energy looks like in New York, taking lessons from similar initiatives (ZEN, TEP)
2. Build upon existing collaborations and identify opportunities to breakdown silos to accelerate the adoption of 'stacked' programs and projects
3. Discuss outreach, education, and training opportunities for homeowners and contractors on the benefits of electrified buildings and 'stacked' approaches to projects
4. Identify market needs, key barriers to adoption, and how a pilot framework can effectively respond to market conditions. Barriers to explore include technical feasibility, workforce development, creating market interest, need for creative financing structures, and more
5. Forefront equity by considering the role of disadvantaged communities and identify tools that enhance equitable access throughout development of 'stacked' programs and projects

FINAL PRODUCTS

- Webinar
- RMAG Presentation & TEP Advisory Committee Presentation
- Pilot Framework/White Paper

ROLES & RESPONSIBILITIES

NYSERDA

- **RMAG Manager (Laura Geel):** The role of the RMAG manager is to identify opportunities and an initial path forward, help bring together people with similar interests. The manager will work with the NYSERDA point of contact to identify resources needed to complete goals and objectives.

- **NYSERDA Point of Contact (Keith Bohling)** The role of the point of contact is to help answer questions, connect program resources at NYSERDA, and help ensure discussions are providing real-time input to ongoing NYSERDA activities.

Working Group

- **Champion (Andy Winslow):** The champion is responsible for helping establish and manage the evolution of working group proceedings. This may include informing agenda development with the Facilitation Team, coordinating with working group members, and helping drive progress forward in deliberations and any subsequent implementation of Work Group outcomes.
- **Members:** Working groups serve as vehicles for stakeholder engagement, collaboration, and market transformation. Members provide perspectives and recommendations that support market transformation goals through development of a framework piloting stacked energy efficiency, clean energy, and distributed renewable energy. Members are encouraged to attend meetings, actively contribute to discussions, share relevant resources, events, and topics with the working group to create a true peer-to-peer exchange network.

Facilitation Team

Kearns & West will assist in ensuring meetings run smoothly and efficiently by providing the following support services are needed:

- Organize and facilitate “kick-off” meetings.
- Develop supporting tools (such as a template agenda, facilitation plan, template logistics and coordination plan etc.)
- Provide a process that supports constructive and productive dialogue, helping groups remain focused on their charges and agreed-upon scopes of work.
- Offer process skills to support open, balanced, respectful dialogue and problem-solving.
- Coordinate updates across RMAG groups, plenary activities, and the NYSERDA team.
- Track areas of alignment and divergence, recommendations, and next steps.

GUIDING PRINCIPLES

- Members will:
 - Be open, transparent, inclusive, and accountable in all their actions. They will adhere to the highest ethical standards in their work and deliberations and are committed to using informed judgment and thoughtfulness in discussion and consensus-seeking deliberations.
 - Seek to listen and understand broad and diverse stakeholder interests.
 - Provide input to each other that is strategic and reflects market-wide perspectives and long-term views.
- While the work of the working group will be accomplished cooperatively whenever possible, when individual members decline to support a consensus-outcome, they may explain their decisions to the full group.
- **Recommendations & Seeking Alignment:** It is understood that members are representing their interests, mandates and responsibilities and will provide input based on those interests and obligations. Members will engage in dialogue using a collaborative approach to seek common ground, support joint interests, address differences, and strive to seek alignment when necessary to move the market forward.

GENERAL COMMUNICATION PROTOCOLS

Transparency is important. Communications protocols help preserve a “safe space” for collaboration, creative thinking and problem solving, information exchange, and deliberations about potential findings and recommendations. Finalized communications such as review products will be made publicly available on the Residential Market website.

Working group members should respect the space needed for deliberations and agree not to communicate about proceedings outside of their organizations without consent of the group. Draft materials, including but not limited to draft meeting agendas, meeting summaries, reports, and other products, are to be considered confidential until such time as they are finalized and made public via posting on the RMAG webpage. If members are approached by members of the media or other stakeholders about internal discussions or draft products, they are encouraged to redirect questions to NYSERDA or the Facilitation Team.

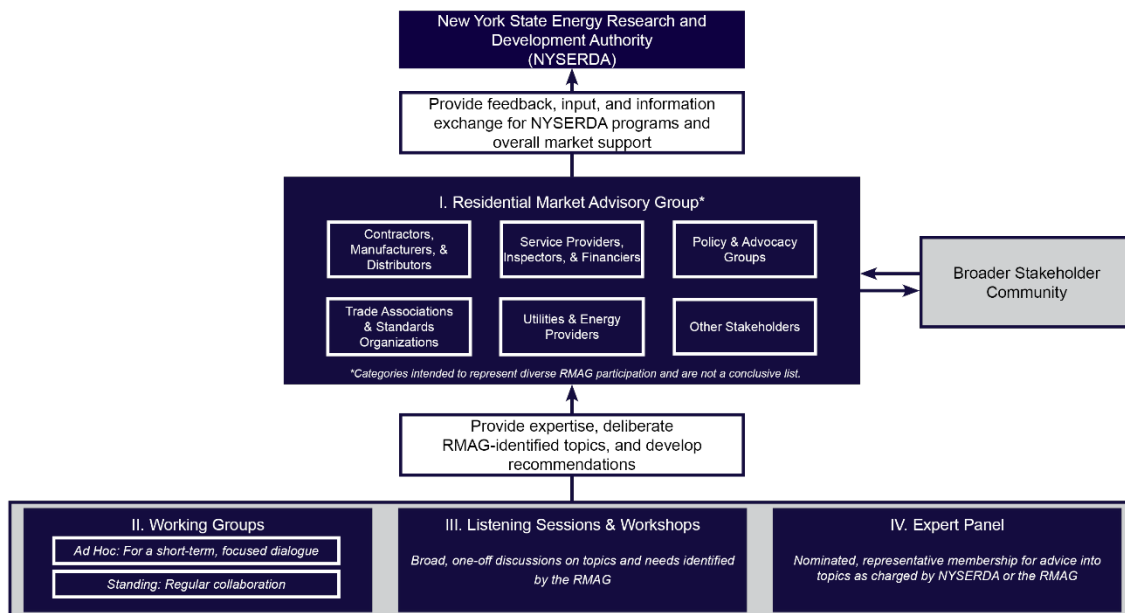


Figure 1: Information flow between stakeholder groups