



Proposal Guidance

Due: Monday, April 2nd, 5:00 PM PST

About the SEEC Forum

The Annual Statewide Energy Efficiency Forum (SEEC Forum) features a dynamic program to equip participants with the best practices, tools, and connections needed to reduce GHG emissions and accelerate climate response efforts. The 2019 SEEC Forum, taking place **June 26-27, 2019** at the **Westin Long Beach** (333 E Ocean Blvd, Long Beach), will focus on ***Transforming Energy Efficiency: Bridging Opportunity and Community Need*** through a series of informative and interactive sessions, workshops, discussions, and networking opportunities. The Forum will feature 4 plenary sessions, 16-20 breakout sessions, 4 workshops, and a poster session during the evening networking reception, as well as additional discussion tables and networking opportunities.

This year’s theme, ***Transforming Energy Efficiency: Bridging Opportunity and Community Need***, focuses on empowering local governments and the communities they represent to implement impactful energy efficiency measures locally while helping meet the state’s ambitious climate and energy goals. To make real progress towards a decarbonized future, we must accelerate the pace of investment in, and deployment of, integrated energy efficiency strategies and more deeply engage underserved and disadvantaged communities. Through transformative action on the ground, the gap between opportunity and community need can be bridged.

Topics of Interest

Proposals should aim to address one or more of the topics of interest below.

Implementation	<ul style="list-style-type: none"> » Behavior change programs » Distributed energy resources and renewables » Electric vehicles and charging infrastructure » Emerging technologies, tools and trends » Energy efficient design in new buildings » Energy resiliency » Microgrids and storage » Zero carbon
Policy and Planning	<ul style="list-style-type: none"> » Data analytics and visualization » Integrating climate and energy into existing plans » Integrating environmental justice and equity into existing plans » Legislative updates and implications for local governments
Financing and Funding	<ul style="list-style-type: none"> » State grants and financing opportunities » Cap-and-trade (GGRF) programs » Innovative financing pilots

Stakeholder Engagement	<ul style="list-style-type: none"> » Disadvantaged communities (this includes vulnerable, hard-to-reach, rural, and low-income communities and small business) » Regional agencies and collaboratives » State agencies
Capacity Building	<ul style="list-style-type: none"> » Integrating climate and energy into existing policies and processes » Integrating equity into climate and energy programs » Moving from piecemeal to holistic approaches

Session Proposals

The Forum will feature 16-20 breakout sessions that appeal to a statewide audience of climate and energy practitioners and highlight the 2019 theme of ***Transforming Energy Efficiency: Bridging Opportunity and Community Need***. We are particularly interested in proposals that highlight innovative tools, strategies, and lessons learned from local governments and disadvantaged communities, and feature impactful energy efficiency measures at the local level that offer multiple co-benefits and address the priority topics included above.

Proposal Form Questions	<ul style="list-style-type: none"> » Proposer Contact Information » Content Level (All Levels, Intermediate, Advanced) » Cross-Cutting Track (Policy and Planning; Implementation; Financing, Funding, and Tools; Stakeholder Engagement) » Session Title » Abstract (max 250 words) » Learning Objectives » Proposal Criteria » Speakers and Moderator
Format	Breakout sessions will be 75 minutes in length and should include between 1-3 presentations and interactive activities such as participant Q&A, small table discussions, design thinking or strategic planning activities, or other exercises.
Special Content Considerations	<ul style="list-style-type: none"> » Clear Purpose and Tangibility: Preference will be given to sessions that have defined and meaningful goals, objectives, and expected outcomes that will help catalyze local government action on topics that participants will find relevant and valuable to their efforts to save energy and reduce greenhouse gas emissions. » Innovation and Relevance to Forum Theme of <i>Transforming Energy Efficiency: Bridging Opportunity and Community Need</i>: Preference will be given to sessions that highlight impactful energy efficiency measures at the local level that engage underserved and disadvantaged communities. » Diversity and Equity: Successful proposals will feature a diverse panel (in regard to race, ethnicity, gender, regional representation, type of agency, and sector focus) and aim to incorporate equity and justice considerations, as well as speakers from local governments and underserved communities.

	» Active Engagement: Proposals should include interactive components and activities, such as prompted table discussions, design thinking activities, problem-solving or planning exercises, storytelling, and/or debates.
Handouts	If you would like to copy and bring your own handouts for your session, you are welcome to. Please plan to bring 75 copies of any handouts you plan to distribute.
Room Set-Up	Forum organizers will aim to set up rooms in rounds of 6-8. Depending on registration, rooms may need to be set up in theatre- or classroom-style seating.
Audio Visual	Each room will be set with an AV cart, laptop, projector, screen and microphones.
Notification	Applicants will be notified of their acceptance status by April 19th.
Support	If you have any questions, please contact Helena Rhim (hrhim@lgc.org)

Poster Proposals

The Forum will feature 20-25 posters during the hosted networking reception.

Proposal Form Questions	<ul style="list-style-type: none"> » Proposer Contact Information » Cross-Cutting Track (Policy and Planning; Implementation; Financing, Funding, and Tools; Stakeholder Engagement) » Poster Title » Poster Description (max 150 words) » Proposal Criteria
Format	Posters should be no larger than 30"x40" and no smaller than 20"x30" - the recommended size is 24"x36". Your poster must be mounted on a foam board so that they will sit upright on an easel.
Special Content Considerations	<ul style="list-style-type: none"> » Clear Purpose and Tangibility: Preference will be given to sessions that have defined and meaningful goals, objectives, and expected outcomes that will help catalyze local government action on topics that participants will find relevant and valuable to their efforts to save energy and reduce greenhouse gas emissions. » Innovation and Relevance to Forum Theme of <i>Bridging Opportunity and Community Need</i>: Preference will be given to posters that highlight innovative tools, strategies, and lessons learned from local governments and disadvantaged communities, and feature impactful energy efficiency measures at the local level that offer co-benefits and address the priority topics included above.
Room Set-Up	Posters will be set up before the Wednesday (6/26) evening reception and will remain on display throughout the forum.
Notification	Applicants will be notified of their acceptance status by April 19th.
Support	If you have any questions, please contact Helena Rhim (hrhim@lgc.org)