



Complete Charrette System Certificate Training AGENDA

Tentative Time	Content/Activity
WEBINAR: OVERVIEW	
1:00	Introduction
1:15	Context within the public participation process
2:00	Underpinnings of why we do charrettes Challenges to collaboration and responses
2:25	BREAK
2:35	NCI Charrette System Overview
3:25	Charrette applications
3:30	Q&A, Wrap-up, Next steps
DAY 1 (in-person): CHARRETTE PREPARATION	
8:30	Introduction
9:00	10 Principles of the NCI Charrette System Charrette readiness
9:25	Case Studies
9:40	Guiding Principles
10:00	Break
10:15	Guiding Principles (cont.)
11:00	Objectives and Measures; Products; Team Formation
11:45	Lunch
1:15	Stakeholder Analysis
2:45	Break
3:00	Data Prep
3:20	Place Prep
3:30	Complexity analysis + Exercise
4:00	Charrette System Road Map
4:45	Processing and Q&A
5:00	Adjourn
DAY 2 (in person): PUBLIC INVOLVEMENT/FACILITATION SKILLS/MANAGEMENT	
8:30	Debrief on yesterday, Q&A, Lessons Learned
9:00	Charrette Schedule
10:15	Break
10:30	Consensus Building Strategies
12:00	LUNCH
1:15	Managing the charrette
2:00	Strong/Weak Places Exercise
2:45	BREAK
3:00	Vision Elements Exercises
3:45	Design process/decision-making Exercise + break
4:45	Processing and Q&A
5:00	Adjourn
DAY 3 (in person): PUBLIC INVOLVEMENT/FACILITATION SKILLS	
8:30	Debrief on yesterday, Q&A, Lessons Learned
9:00	Public meeting facilitation



9:15	Guidelines
9:30	Public meeting facilitation (cont)
9:45	Break
10:00	Public meeting facilitation exercise
11:00	Processing and Q&A
11:30	Admin, surveys, certificates
12:00	Adjourn