

# GREENHOUSE GAS EMISSIONS REDUCTION FUND

## Quarterly Progress Report Form

### Retail Merchants Association of New Hampshire – Energy Efficiency Program

The first phase of this Program will include a number of elements or “types of programs” including the following (as numbered in PUC 2604.01 (c)):

1. Energy audits; 2. Weatherization of New Hampshire commercial building; 4. Revolving loan funds for efficiency related investment; 8. Programs to improve the electric and thermal energy efficiency of existing commercial buildings; 10. Education, outreach and information programs that promote energy efficiency, conservation and demand response; 11. Demand response; 12. Other: civic leadership, creation of larger public education campaign which will target retail transactions as learning opportunities. Potential elements which may be included: 5. Energy efficiency related work force training and development; 6. Integration of passive solar heating and ventilation; 7. Programs to increase compliance with the building energy code.

### Work completed May 1, 2010 – July 31, 2010:

- Please refer to Exhibit A for a review of work completed by task and sub-task.
- Program activities have not had any benefit to low income residents.
- At the end of Q4, the program has completed the following energy assessments and audits:
  - **Phase 1:** 27 applications received, 25 assessments completed, 25 presentations delivered
  - **Phase 2:** 13 contracts received, 9 audits completed, 8 presentation delivered
  - **Phase 3:** 3 program members in contract negotiation, 5 members requesting contractor cost estimates and financial packaging information
- In Q4, activity was focused to move complete all Phase 1 and Phase 2 audits, and move Phase 2 members into Phase 3 projects. We closed the quarter with three program members in the process of completing contract negotiations.
- The Phase 3 contract was completed. Additional work was needed to structure a Letter of Commitment, as part of the Phase 3 contract.
- Although program recruitment was not a major focus, three additional businesses have become RMANH members, and have enrolled for Phase 1, pending additional funding approval for Year 2. We also have a current program participant who would like to move to Phase 2 once funds become available.
- A case manager was hired in June 2010, responsible for financial package construction, utility rebate program coordination, and demonstration project support. His first task was to assemble a utility rebate portfolio.

- A Year 1 survey for program members was distributed was feedback evaluated as a measure of outreach and success in the business community. Response was low, however, results showed a high degree of satisfaction with the program.
- Designed the Energy Tool Kit for distribution throughout NH.
- Participated in two trade shows, and presented the Energy Efficiency Program to members of the Rochester Rotary.
- Distributed newsletters with program updates, hard copy and electronic.

**Work to be completed August 1, 2010 – October 31, 2010:**

- Continue to move members into project implementation, and position this business as “energy champions”.
- Create process tools that will help streamline the program and reduce administrative costs.
- Share outcomes of the program with the community, highlighting businesses that have participated and their next steps.
- Support education and outreach requests from Rotary, Chamber, and other relevant organizations.
- Distribute the Energy Tool Kit to business leaders and their retail customers.
- Work with other trade organizations to expand the program into other commercial business sectors.

**Budget vs. Actual Expenditures** – Please reference the attached budget spreadsheet.

**Job creation** - The Project Manager position was created as a result of this grant. In Q4, the Case manager position was created and filled as a result of this grant.

**Obstacles** – The transition into project implementation has been challenging, as there are many pieces to the final proposal that need to be brought together for the business owner. Delays in contractor schedules, test results, summer vacations, and requests for additional alternative energy evaluations have all played into slowing down potential projects. Also, a significant amount of “coaching time” is required to engage the business owner into making a final investment decision. This has created some difficulty in managing administrative resources.