

**GREENHOUSE GAS EMISSIONS REDUCTION FUND**  
**Quarterly Progress Report Form**

Organization Name: New Hampshire Community Loan Fund  
Program Title: Building Deep Efficiency into NH's Manufactured Housing  
Program Contact: Scott Denoncourt, Compliance & Reporting Manager  
Reporting Period: 4/01/2011 - 6/30/2011

**1) Summary of work completed during this reporting period.**

*a) Provide a summary of activities relevant to this grant using Exhibit A of your contract as an outline. Include summaries of work completed by all project partners.*

After promoting the program and recruiting Energy Advocates throughout Merrimack County in the first Quarter of 2011, our program kicked off in earnest on Friday, April 8, 2011 with a training of the Energy Advocates at Fisherville #107 and Fisherville #82 Cooperatives in Concord. Two advocates from each co-op were trained by Community Loan Fund staff about the program and process, and from CAP agency auditor about the goals, process and measures of success of and for weatherization.

These advocates went to work immediately promoting the program throughout their co-ops and encouraging people to call their local CAP agency to sign up. Weatherization crews weatherized the program's first home at the home of Shirley Goodsell at lot #1 on May 1, 2011. Signs and banners promoting the program during the weatherization were installed roadside and on crew vehicles encouraging more homeowners to become interested in the program and call CAP to sign up.

Energy Advocates canvassed every household at the co-op, and several called CAP to learn whether or not they were qualified. While most found they did not, two new homeowners were qualified to receive both weatherization and Fuel Assistance through Belknap Merrimack CAP, and had their homes weatherized by this program.

Throughout May, eleven homes were fully weatherized at Fisherville #107 and 4 homes had roofs repaired or replaced. A private contractor, Newell Construction, was hired to perform the weatherization at Fisherville and potentially at subsequent co-ops. Newell has extensive experience in weatherizing manufactured homes and with two crews of two, working with a CAP auditor, they were able to quickly move through the community weatherizing homes with efficiency.

Advocate training and audits began in the second co-op in the program on Tuesday May 10 at Ashley Park co-op in Allentown and on Wednesday June 1 at Catamount Hill Cooperative in Allentown. Weatherization crews began work at Catamount Hill on June 16<sup>th</sup> and will continue into July, with 27 homeowners already qualified and receiving services. In mid June, the Community Loan Fund, with the help of Belknap – Merrimack CAP began its outreach to all of the other CAP agencies throughout the state with the goal of having advocates trained and weatherization being completed with CAP agencies representing every county in New Hampshire by the end of Q3 2011.

Additionally, in mid June the Community Loan Fund had a series of meetings and conference calls with representatives from the Better Buildings Program, the Department of Resources and Economic Development, Tri-County Community Action Program and the New Hampshire Electric Cooperative with the aim of creating some additional innovative partnerships with the Better Buildings program in the communities of Berlin and Plymouth.

On June 29, all CAP agencies weatherization crews and leaders were invited to participate in a training program hosted by Belknap – Merrimack County CAP on insulating and roofing manufactured homes. A home at Fisherville #107 co-op served as the case study for the training.

b) List quantitative actions in table format below (see directions for more details)

<b>Table 1: Activity Summary</b>					
Activity	2011 Q1*	2011 Q2	2011 Q3	2011 Q4	2012 Q5
1. Number of households signed up for weatherization this quarter.	1. 0	1. 42	1.	1.	1.
2. Number of projects completed this quarter.	2. 0	2. 11	2.	2.	2.

\* Please break out activities for the month of December, 2010.

2) List projected annual energy savings by fuel type for all completed energy efficiency projects during this reporting period (see Reporting Instructions for more details.)

<b>Table 2: Projected Energy Savings Summary</b>					
Fuel	2011 Q1*	2011 Q2	2011 Q3	2011 Q4	2012 Q5
Oil (Gallons)	0	1953			
Electric (kWh)	0	33,832			
Natural Gas (Therms)	0	376			
Propane (Gallons)	0	0			

\* Please break out anticipated annual energy savings for the month of December, 2010.

3) Please list total hours worked on the project as required by your contract.

<b>Table 3: Labor Hour Reporting</b>				
2011 Q1*	2011 Q2	2011 Q3	2011 Q4	2012 Q5
	499.5 (DOE funded) 1505.5 (RGGI funded)			

\* Please break out total labor hours for the month of December, 2010.

4) Explain any obstacles encountered or any milestones not reached. Note any problems or delays. **If you have a deviation from the plan, contact the PUC before proceeding and document approved action.**

**Everything is going as planned. Obstacles to the work have been minimal.**

5) Summarize work to be completed next quarter.

**We will recruit and train another 8 energy advocates and weatherize another 25 homes.**

6) If applicable, in a section labeled *Beyond the Contract* (or some other well defined title), please report other activities, partnerships, funding or other synergies that have occurred as a result of this funding.

**We are partnering with New Hampshire's better building program which is a DOE funded initiative focused on three New Hampshire municipalities, Berlin, Plymouth and Nashua. We are focusing Q3 efforts on partnering with BB in Whip-O-Will co-op in Plymouth and North Woods co-op in Berlin with the intent of educating and**

*encouraging non WIPP qualified homeowners to take out loans and hire private contractors to weatherize their homes.*

*We are also trying to form a partnership with Habitat for Humanity, the Corps of Volunteers Effecting Repair, and local Energy Committees to accomplish and expand our mission.*

- 7) If applicable, please include brochures, workshop announcements, or other materials developed to promote your grant activities. Attachments (and other documentation) are appreciated.

*We developed additional training and dissemination materials that are now being provided to the resident energy efficiency advocates for outreach efforts to the residents of the communities.*

- 8) Complete the Invoicing form which includes your Budget vs. Actual Expenditures. *(Save this worksheet for future reporting as we will want to see your quarterly expenditures as the project continues.)* **You are required to submit budget vs. actual with each invoice.**