

GREENHOUSE GAS EMISSIONS REDUCTION FUND
Quarterly Progress Report Form
Submitted 5/30/2010 by Elizabeth Fischer

1. Program Title **HBRANH Build Green NH® Program**

2. Program Type

The Build Green NH® Program is affiliated with the National Association of Home Builders' National Green Building Program. It offers national verification and certification services to NH home builders, remodelers, and other industry professionals assuring home owners, buyers, and occupants that their homes meet the strict energy efficiency and environmental benchmarks in the ANSI1 approved ICC-700-2008 National Green Building Standard™. The Build Green NH® Program promotes "energy efficiency related work force training and development" and "education, outreach and information that promote energy efficiency and conservation" (Program types #3 and #10 in Puc 2604.01(c)). Builders, remodelers, and other building professionals who successfully complete Program courses and/or earn their Certified Green Professional™ (CGP) designation or Master CGP will help support many other energy efficiency and greenhouse gas emissions reductions initiatives set forth in PUC 2604.01

3. Summary of work completed during this reporting period **February 1, 2010-April 30, 2010**

- Provide a summary of activities relevant to this grant using Exhibit A of your contract as an outline.

1. Hire a Program Manager to oversee the Build Green NH® Program
Completed 8/2009

2. Accomplish the following in collaborative effort between the Program Manager, CINH and the Build Green NH Steering Committee:

a. Develop the Introduction to the National Green Building Standard™ course.
Completed 10/2009

b. Expand the marketing of the Build Green NH educational curriculum
Feb –April 2010 activities

The Build Green NH database continues to be populated with individuals, stakeholders and firms interested in greening the built environment and is used continuously to alert individuals to upcoming events sponsored by Build Green NH and other entities in NH hosting green events and educational opportunities.

Social networking initiatives undertaken with the development of Face Book and Twitter presence for Build Green NH

Continuous and ongoing staff attendance at BIA, NHSEA, NESEA, as well as other organizations to network and share information on upcoming educational events or refer appropriate contractors to perform energy work on dwellings.

HBRANH/ BGNH Staff presentations at OEP sponsored Energy Code workshops and Lakes Region Community College BPI sessions as well as weekly Lead Paint Certification courses sponsored by HBRANH

Major presence at HBRANH Home show offering consumer and contractor sessions and BGNH information to all attendees

- c. Offer Industry education on energy efficient construction and Green Building techniques
 - February 16 workshop How to appraise green homes**
 - March 16 workshop Clay Mitchell**
 - March 17-April 14 Lakes Region Energy Efficiency workshops**
 - March 31- Larry Harmon workshop in conjunction with NHSEA**
 - April 20 workshop Bensonwood Homes and Associated Concrete Coatings**
 - d. See c.
 - e. Schedule educational courses:
 - i. Introduction to the National Green Building Standard™. Course six times a year-
 - Course offered 10/2009 at Fall Educational Symposium**
 - Course to be offered March 5-6 at 43rd Annual NH State Home Show**
 - Course to be offered at May 25, 2010 Demystifying NGBS**
 - Course to be offered to Pinkerton Academy educator's fall 2010**
 - Course to be offered at November Fall trade show**
 - ii. Certified Green Professional (CGP) designation course four times per year.
 - Course offered 7/15-16 and October, 21-22, 2009. 50% complete**
 - Course offered 1/26-28 75% complete**
 - Course scheduled for fall 2010 trade show**
 - iii. Houses that Work during the association's annual Fall Education Conference-
 - Course held October 20, 2009 100 % complete**
 - iv. Master CGP course twice a year once the development of the program is complete.
 - Course scheduled to be offered March 22 & 23rd 2010-cancelled**
 - Course to be offered at fall 2010 trade show 0% complete**
 - f. Maintain and update the new Build Green NH® website which will include additional online technical training modules- **routine updates - website enhanced on ongoing basis by staff. Monthly educational PowerPoint presentations posted for downloading. Opt in/out option added. Monthly newsletters posted on website. Website task list expanded and under implementation.**
3. Employ the existing HBRANH Financial Manager and administrative staff to assist the Program Manager with the financial accounting and support materials development. **Ongoing**
 4. Assure the quality of the Buildgreen NH® Program through Quality Assurance Measures such as:
 - a. Detailed classroom attendance record keeping- **Our data management software Builder Fusion is updated following each session to verify attendance.**
 - b. Built-in testing requirements of the Green Certified Professional (CGP) course- **100% of attendees passed the exam at the end of the class**
 - c. Automatic notification to the HBRANH of all new home and renovated home projects in NH that are certified by the NAHB Research Center to the national Green Building Standard. **To date three homes have been approved by NAHB. PSNH, NH Co-op, Unitil and National Grid report 40 homes are in process the Nation Green Building Standard and the Energy Star Home Performance program utilizing the REGGI funding provided to the utilities to underwrite that initiative.**

- *Discuss any benefit your activities may have had for low income residents. **Ongoing work with OEP and CAP agencies to provide qualified contractors to perform work under their programs. Ongoing efforts with staff at NHHFA to develop a loan pool for Section 8 multifamily owners to weatherize their properties allowing for expense shifting of financial resources to other aspects of the projects budget to improve the quality of this housing stock.***
 - *Note any problems or delays. **None at this point***
 - *Note any deviation from the work-plan. If you have a deviation from the plan, you should contact us before proceeding. **None at this point***
 - *If applicable, in a section labeled Beyond the Contract (or some other well defined title), please report other activities, partnerships, or other funding that has occurred as a result of this funding. **na***
 - *If applicable, please include brochures, workshop announcements, or other materials developed to promote your grant activities. Attachments and other documentation are appreciated. **See attached***
4. *Summarize work to be completed next quarter: **April 30, 2010-July 31, 2010.***
- Website updates***
- Implement BGNH Strategic plan***
- Continued work on EESE board and two EESE board sub-committees***
- Continued work with NHHFA on financing Energy retrofits for multifamily properties***
- Expand efforts working with OEP/CAP to increase completion of AARA funded weatherization projects***
- Finalize educational offerings for fall trade show***
- Increase efforts with DRED to offer trainings to underemployed contractors***
- Finalize plans with Pinkerton Academy to train their educators in green building practices***
- Raise the visibility of Build Green NH on the national level with increased coordination and outreach to NAHB***
- Increase efforts and support of the Home Star legislative initiative***
- Increase social networking presence***
- Increase activity on EESE board Outreach and Education committee to work toward the commencement of a marketing plan for NH consumers January 2011.***
5. *Budget vs. Actual Expenditures (if you have included this with your invoicing, there is no need to repeat this for the quarterly report.) **attached***
- Using the budget you submitted for the final approved grant proposal, please add a column and provide actual expenditures as well as match dollars for this quarter. (Save this worksheet for future reporting as we will want to see your quarterly expenditures as the project continues.)*
6. *Please document any jobs created. **Program Manager for Build Green NH***
- Part time program assistant for Build Green NH***
7. *Explain any obstacles encountered or any milestones not reached. **None at this point***

	Total Budget	Activity as of April 30, 2010	% of Budget	Remaining Balance	Notes
NH PUC Greenhouse Gas Emissions Reduction Fund					
Program Title: Build Green NH, Vendor #156132					
Applicant Name: HBRANH					
Date Submitted: June 1, 2010					
USE OF FUNDS					
EXPENSES					
Salaries & Wages	\$89,375	\$41,679	46.63%	\$47,696	Refer to payroll records.
Benefits/Fringe	\$20,644	\$4,425	21.44%	\$16,219	
Contracted Labor & Services					
Rent & Utilities					
Advertising & Marketing	\$63,000	\$20,353	32.31%	\$42,647	See attached invoices.
Travel & Mileage Reimbursement	\$2,650	\$1,212	45.72%	\$1,438	
Capital Expenditure-Computer, AV Equipment	\$2,500	\$2,796	111.82%	-\$296	
Other Current Expenses (such as office expense, insurance, maintenance, repairs, taxes, legal, etc.)		\$300			Legal fees
Cost of Education Programs*	\$42,601	\$30,700	72.06%	\$11,901	
Education Program Scholarships*	\$15,200	\$1,600	10.53%	\$13,600	
General Overhead	\$19,574	\$415	2.12%	\$19,159	
TOTAL EXPENSES	\$255,544	\$103,480	40.49%	\$152,064	
TOTAL USE OF FUNDS					
SOURCES OF FUNDS					
Build Green NH Program Sponsors	\$7,500	\$7,500	100.00%	\$0	
Applicant In-kind Contribution	\$19,562	\$6,286	32.13%	\$13,276	
Education Program Income	\$79,111	\$33,372	42.18%	\$45,739	
Partners In-Kind Contributions	\$10,398				See narrative
Other Grants					
GHGER Fund (this proposal)	\$178,169	\$99,116	55.63%	\$79,053	
TOTAL SOURCES OF FUNDS	\$294,740	\$146,274	49.63%	\$148,466	