

**GREENHOUSE GAS EMISSIONS REDUCTION FUND**  
**Quarter 2 Progress Report – DRED/LRCC**  
November 1, 2009 – January 31, 2010 (FY10)

**1. Program Title:**

Expanded Energy Efficiency and Renewable Energy Program  
(BPI Building Analyst, Energy Auditor Training Program Development and Delivery: Lakes Region Community College (LRCC), Laconia, NH and Program Management NH Department of Resources and Economic Development (DRED))

**2. Program Types:**

1. Energy audits;
2. Weatherization of NH residential housing stock;
3. Energy efficiency work force training and development;
7. Compliance efforts;
8. Improve the electric and thermal energy efficiency of existing residences;
9. Programs to foster the retrofitting of highly efficient and affordable housing;
10. Education, outreach and information programs that promote energy efficiency and conservation to reduce greenhouse gas emissions generated within NH.

**3. Summary of work completed during this reporting period November 1, 2009 – January 31, 2010, FY10 Q2 Reference Activities Under Exhibit A, Page 2, Timeline**

Specifically, with DRED's direction LRCC accomplished the following to achieve the program goals set forth in the cooperative proposal:

- 1) Work with DRED to craft outreach activities, with reliance on web pages as the primary method of outreach to increase the number of participants in the Energy Auditor Training Program.**

LRCC has collaborated with DRED to develop a joint marketing campaign including purchased media in select regional radio and newspapers. Press releases have been done in statewide and regional press outlets. LRCC and DRED have also created promotional programs on their respective web pages. (See attached samples of one page flyers and newspaper ads.) Campaign development 100% complete. Promotional advertising is ongoing by region.

- 2) Solidify a Memorandum of Agreement between DRED and LRCC.**

MOU 100% complete.

- 3) Market the new Building Analysis (BA) contractor-training program by offering scholarships, sponsored via the GHGERF grant funds, that will pay 50% of course tuition for students accepted into the program (as well as initial equipment costs).**

The scholarship opportunity is promoted in all print media and through letters to Workforce Development and Employment Security Outlets throughout the state. Marketing has also been coordinated through a number of professional organizations such as the Homebuilders & Remodelers Association (HRA), State Utilities, Community College campuses (where training is to be conducted), and Civic Organizations.

The scholarship campaign is 100% developed and marketing and ongoing as sections are offered.

Sixty (60) Scholarships were awarded during this quarter. They were awarded in the following training cycles and locations;

- Concord (Location: SPNHF) (Nov. 9, 2009 session) 22 scholarships
- Concord (Location: SPNHF) (Dec. 14, 2009 session) 20 scholarships
- Concord (Location: HRA) (Jan. 8, 2010 session) 18 scholarships

**4) DRED oversaw the contract for the training at LRCC. LRCC performed the following:**

- a) Establish Learning Centers at five Community Colleges in NH (or other location favorable to demographics) with LRCC as the hub site that contracts with other colleges in the system.**

Along with its home campus in Laconia, LRCC has established training sites at our sister campuses in Berlin, Pease, Nashua, and Claremont. We are also scheduled to offer training at the Society for Protection of New Hampshire Forests (SPNHF) in Concord. Marketing in the Claremont and Seacoast area did not yield enough students to run the course in those regions. Consequently, multiple sessions of the program were offered in Concord. A review of student registrations highlights the fact that students came from all around the state to attend the three sessions held in Concord.

Activity 100% complete

- b) Apply for Building Performance Institute providership status.**

LRCC has secured an affiliation relationship with BPI and has completed the faculty certification process for our Instructor and multiple field proctors.

Activity 100% complete.

- c) Acquire and adapt curriculum, hire and train staff on selected BA curriculum, and develop a “train the trainer” model to increase the instructor pool across New Hampshire.**

LRCC has purchased the nationally recognized NYSERDA Building Analyst Curriculum and our Instructor has reviewed and updated the curriculum for New Hampshire specific application.

Activity 100% complete

- d) Establish internship sites for newly trained workers and, where applicable, coordinate student job shadowing of GDS Associates weatherization staff, and other weatherization professionals, when conducting BPI home energy audits.**

The activity, of BPI Certified students job shadowing experienced weatherization professionals, has been begun on a limited basis. Students are given the opportunity to observe and assist with home energy audits. A more structured job shadowing offering will be developed in future months.

- e) Recruit and train building analysts.**

Sixty (60) students were trained during this quarter. Trainings were initially marketed in Claremont, the Seacoast, and Concord. Due to limited interest, for the Claremont and Seacoast dates, the classes were postponed. Three classes were held in Concord. Regional response should improve with the launch of a more comprehensive marketing program for the 2010 cycle and a greater awareness of the programs availability.

Sessions Completed

Location	<u>#Students</u>	<u>#Written Test</u>	<u>#Field Test</u>	<u>#BPI Certified*</u>	<u>2<sup>nd</sup> Qtr # BPI Certified*</u> 46 Building Analysts
<u>Concord</u>					
11/09/09	22	19	19	15	
12/14/09	20	17	17	12	
01/08/10	<u>18</u>	<u>14</u>	<u>14</u>	<u>19</u>	(Includes students from earlier sessions that passed field test.)
	60	50	50	46	

\*BPI Certification # based on BPI's reporting of the #s that passed the field test.

LRCC has conducted student evaluations and focus group activities for program assessment and improvement.

Status 100% complete for this quarter. Other sessions are scheduled for future Qtrs.

- f) Market Energy Auditor Training Program statewide and coordinate marketing efforts with DRED.**

LRCC Energy Auditor Program web page has been updated as new classes are scheduled. Press releases continue to be written and distributed around the state. In publicizing events, the LRCC includes the NH DRED Division of Economic Development's "nheconomy.com" logo as a "sponsoring partner."

Ongoing activity with Marketing Principals from DRED and LRCC. 100% complete for 2<sup>nd</sup> Qtr and 60% complete for the project.

- g) Monitor the newly trained workforce through employers.** Activity not yet begun.

- h) Collect data** Activity in process.

- i) **Meet quarterly with DRED to provide updates on graduate success, program status and impact on the energy community.**

Communication is ongoing between LRCC Program Coordinator and DRED.

- j) **Obtain permission from students to use generalized information for the purposes of planning, case studies, program promotion, and reporting.**

Completed at the beginning of each cycle. 100% complete for cycle.

- k) **Benefits to Low Income residents.** (None at this time.)

- l) **Problems or delays.** (Noted under Obstacles listed below.)

- m) **Deviation from work plan.** (None at this time.)

**4. Summarize work to be completed next quarter: February 1, 2010 – April 30, 2010  
DRED/LRCC activities for the Third Quarter include;**

- a. Renew NYSERDA curriculum license.
- b. Update curriculum as needed to integrate new NYSERDA, BPI, and New Hampshire specific information updates.
- c. Assess marketing program and implement expanded target marketing in regional media to support training schedule
- d. Support training facilities in Concord, Claremont, Laconia, Littleton, Nashua, and the Seacoast regions.
- e. Deliver the Building Analyst program in the established training facilities.
- f. Conduct student evaluations and focus group activities for program assessment and improvement.

**5. Please document any jobs created.**

As stated in the prior report, two (2) contracted positions were created in support of this activity. They were a Program Coordinator and an Adjunct Faculty Position.

Program Completer job data is not available at this time. Follow-up phone calls have been made by the Program Coordinator to determine students' use of their Building Analyst training. Initial phone discussions have identified two students that partnered together to form an energy audit and weatherization firm. Other students have reported that their BPI training has allowed them to bring expanded weatherization skills to their current jobs. Please see the Appendix to this report for more details.

**6. Explain any obstacles encountered or any milestones not reached.**

The program marketing plan is a work in progress and a review on marketing possibilities is ongoing.

Student data collection will to be improved in order to collect more exit information and job attainment and retention data. This will continue to be a priority for the Program Coordinator.

**7. Beyond Contract.**

As part of the Energy Auditor field training energy audits have been conducted on 25 homes during this 2<sup>nd</sup> Qtr. (13 additional homes were audited in the 1<sup>st</sup> Qtr.) The homeowners of these homes have benefited from of having the findings, from the energy audit and the recommended improvements, explained by the course instructor.

**8. Marketing Material Samples.**

Energy Auditor Program Flyer, LRCC Energy Auditor Program web page, and examples of press releases were submitted with the 1<sup>st</sup> Qtr's report.

**9. Budget vs. Actual Expenditures**

To be included with invoicing.