

**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: 12/08/2010 - 3/31/2011

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.*

The co-op home weatherization program is off to a great start. We kicked off the program with informational meetings with the co-op Boards of Directors and then engaging in a door to door campaign, distributing information and invitations to over 350 homes in 8 co-op communities in Merrimack County.

The goal of this first phase of outreach was to get interested households to either call the ROC-NH team for more information, call their local Belknap-Merrimack County office to see if they qualify for the service, or to attend an informational meeting which was held the evening of February 28, 2011 in Allenstown. Thirty eight homeowners attended this initial meeting with 12 volunteering to serve as resident energy advocates.

The ROC-NH team followed up with the prospective advocates to schedule advocate training and information sessions. The first such training was conducted on Friday, April 8 at Fisherville #107 Co-op in Concord and included advocates from Fisherville #82 co-op located nearby.

Both teams of advocates made a plan to notify every homeowner in the community about the program and about the process for signing up through the local CAP agency, and then executed on this plan over the next several days.

This grassroots work resulted in a flood of homeowners calling their local CAP offices to get pre-qualified for the program. To date 12 homes at Fisherville #107 are enrolled in the program. Four of these homes would have been disqualified for weatherization due to the condition of their roofs, but with RGGI funds, the roofs will be repaired or replaced, and the homes will be weatherized. Four applicants have been denied for various homeowner related reasons. At Fisherville #82, four are currently enrolled.

Weatherization work began at #1 Fisherville 107 Co-op on May 2 at the home of Shirley Goodall.

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

Table 1: Activity Summary					
Activity	2011 Q1*	2011 Q2	2011 Q3	2011 Q4	2012 Q5
1. Improve the energy efficiency of approximately 425 manufactured homes throughout the state by 20 percent for kerosene/oil use and by 30 percent for non-thermal electricity use over the next two years.	1.				
2. Coordinate with resident-owned community boards to solicit volunteers for participation in the project and to mobilize income-qualifying households to apply for	2. Coordinated with board members in 8 co-op communities.				

<p>efficiency upgrades.</p> <p>3. Hire two residents in each participating resident-owned community to persuade all eligible households to enroll in the program.</p> <p>4. Ensure that the B-M County CAP will oversee all Efficiency work and train crews from the five other CAAs to raise their expertise on basic efficiency rehab work in manufactured homes and to help make manufactured housing a core part of their work under the federal weatherization program.</p> <p>5. Ensure that the basic efficiency rehabilitation work in the manufactured homes will include:</p> <ul style="list-style-type: none"> a. Floor insulation using dense pack fiberglass; b. Removing external walls and installing additional insulation; c. Replacing jalousie, single pane and failed windows; d. Installing skirting around base; e. Blower-door guided air-sealing using foam, caulking window adjustments, door replacements; f. Roof insulation; g. Alteration to duct system to improve efficiency; h. Indoor air-quality and health and safety measures; i. Base load electrical measures to include refrigerator replacement, light fixture replacement, installation of CFLs and hot water pipe wrap; and, J. Cleaning and tuning of heating systems. <p>6. Ensure that a minimum of 50 roofs will be added or replaced on participating manufactured homes.</p>	<p><i>5. As the work will be performed by Community Action Agencies that are currently using DOE guidelines these measures are standard for the energy audit and for the installation</i></p>				
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<p>7. Partner with the Systems Building Research Alliance to maximize the efficiency gains achieved.</p> <p>8. Coordinate with the New Hampshire Electric Cooperative to ensure that resident-owned community participants are provided, where possible, with "smart electricity meters".</p>					
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* 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.)

Fuel	2011 Q1*	2011 Q2	2011 Q3	2011 Q4	2012 Q5
Oil (Gallons)					
Electric (kWh)					
Natural Gas (Therms)					
Propane (Gallons)					

* 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.

2011 Q1*	2011 Q2	2011 Q3	2011 Q4	2012 Q5
156 hours NHCLF – all hours in January, February & March 2011				

* 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.*
- 5) Summarize work to be completed next quarter.

Park selection and energy audits will begin in April. Construction will begin in May and continue into June with an estimated completion of 25-30 units during the quarter.

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

Workshop and outreach materials were uploaded with the Quarterly Progress Report in the GHGERF.

- 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.*

Invoice and Budget vs Actual were uploaded with Quarterly Progress Report in the GHGERF.