

GREENHOUSE GAS EMISSIONS REDUCTION FUND
Fiscal Year 2011, Quarter 2 Progress Report – DRED/LRCC
November 1, 2010 - January 31, 2011

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:** Energy audits;
 - 1 Weatherization of NH residential housing stock;
 - 2 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, 2010 – January 31, 2011, FY11 Q2 Reference Activities Under Exhibit A, Page 2, Timeline

Specifically, 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.

In previous periods LRCC has collaborated with DRED to develop a joint marketing campaign including web site development, e-mail announcements, purchased media in select regional radio and newspapers, press releases and flyers. Campaign development 100% complete. During this quarterly period the e-mail announcement list was greatly expanded to key contacts throughout the state, in addition to training alumni. An e-mail list was also set up for prospective students.

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

MOU 100% complete.

3) Market the new contractor training program in Building Analysis (BA) by offering scholarships sponsored via the PUC 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, through letters to Workforce Development and Employment Security Outlets throughout the state. Marketing has also been done through a number of professional organizations such as the Home Builders Association of New Hampshire, State Utilities, Community College campuses where training is to be conducted, and Civic Organizations such as the Plymouth Area Renewable Energy Initiative.

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

The training program supported twelve (12) scholarships in two courses. A total of sixteen (16) BPI written or field certification tests were provided during this period. See below for descriptions of specific courses.

To date 13 training courses have been offered over the grant period, one more than the 12 budgeted training courses. Trends also show declining numbers in BPI energy auditor courses, despite intensive marketing. Considering these two factors and in consultation with DRED and PUC, much of the December 2010 and January 2011 period was used to develop additional related training courses that match the overall goals of the training program. See below for specific courses developed.

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

- Marketing and promotion of additional training programs in 2011
- Delivered BPI Building Analyst Class at LRCC November 2010 (8 students) and provided written and field BPI certification testing
- Delivered BPI Intensive Prep class at LRCC January 2011 (4 students) and provided written and field BPI certification testing.
- Presented a Button Up New Hampshire presentation for the Town of Hopkinton Energy Committee, November 2010.
- Developed outline and course materials for a pilot Building Envelope Retrofit Mini Boot Camp installer course co-sponsored by the Home Builders and Remodelers Association of NH
- Developed a training program through March 31, 2011 as a bridge between the current grant and the Efficiency Training Program 2011 – 2012 grant. The bridge February – March training program includes Infrared for Weatherization and Energy Audits, BPI Building Analyst, TREAT Energy Modeling, and short presentations.

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, Lebanon, Nashua, and Claremont. We are also offered training at the Society for Protection of New Hampshire Forests in Concord, Lebanon College, Home Builders and Remodelers in Concord, and the New Hampshire Electric Cooperative in Plymouth.
Activity 100% complete

b) Apply for Building Performance Institute provider ship status.

LRCC has secured an affiliation relationship with BPI and has completed the faculty certification process for our Instructor and multiple field proctors. Affiliation has been renewed via college resources for FY11. 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. In addition to the lead instructor, a total of eight field instructors/ BPI test proctors have been trained through the program and certified as proctors by BPI. Several of these instructors have also conducted trainings with other civic and educational organizations in New Hampshire. Activity 100% complete. In addition, during this quarter the lead instructor visited with energy training personnel at Sustainable Energy Resource Group (Thetford Center, VT), Hudson Valley Community College (Troy, NY), New York State Weatherization Directors Association (Syracuse, NY) and Performance Systems Development (Ithaca, NY) to further improve the quality and scope of the training program.

d) Establish internship sites for newly trained workers and, where applicable, coordinate student shadowing of GDS Associate experts when conducting expanded energy audits.

Informal mentoring, providing job opportunity information and related sharing of information was conducted on a more intensive basis during this quarter through an e-mail distribution list, one-on-one e-mail communications and telephone communications. To provide more opportunities to LRCC BPI training alumni a BPI Certification Intensive Review 1-day course in January 2011 was offered at no cost to all LRCC training alumni and LRCC Energy Services and Technology (EST) students. This course was particularly aimed at students who had not passed a previous BPI certification exam or EST students who had not had specific exposure to BPI certification tests. A total of four students participated in this Intensive Review and related BPI certification testing. This quarter also included preparation work for a mentoring program that would incorporate job shadowing.

e) Recruit and train BPI Building Analysts Professional.

Twelve (12) students were trained during this quarter.

Sessions Completed

Location	#Students	#Written Test	#Field Test	#BPI Certified
Laconia LRCC 11/4/2010 Building Analyst Class	8	6	5	Results Not Yet Available
Laconia LRCC 1/11/2011 Building Analyst Intensive Prep Class	4	1	3	Results Not Yet Available

LRCC has conducted student evaluations activities for program assessment and improvement. Status 100% complete for this quarter. Other sessions are scheduled for FY11, Qtr.3.

f) Market Energy Auditor Training Program state-wide and coordinate marketing efforts with DRED.

In publicizing events, the LRCC included the NH Division of Economic Development logo as a "sponsoring partner." The NH PUC and GHGERF have also been acknowledged as the "funding partner".

Ongoing activity with Marketing Principals from DRED and LRCC. 100% complete for this quarter.

g) Monitor the newly trained workforce through employers. Activity in process

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. (None at this time.)

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

4. Work to be Completed by Prior to the End of the Project – March 31, 2011

During the remaining two months of the grant period, there will be a number of additional training courses and related events, including:

- Infrared for Weatherization and Energy Audits, February 2011
- BPI Building Analyst and associated BPI written and field BPI certification tests, March 2011
- TREAT Energy Modeling, March 2011
- Muddy Boots installer training, performed by Plymouth Area Renewable Energy Initiative, March 2011

Cool Tools: Energy Diagnostic Equipment seminar and representation at the experts booth at the New Hampshire Home Show, March 2011

In addition, during this period there will be preparatory work for courses and programs that will be offered after March 31, in the grant period for the 2011- 2012 Efficiency Training Program grant.

Courses and related events that are scheduled to be offered in April 2011 include:

- Building Envelope Retrofit Mini Boot Camp pilot installer training
- BPI Envelope Professional with associated BPI written and field certification tests
- Booth and demonstrations at the Local Energy Solutions conference

A number of additional training courses and programs are being developed for the continuation of the overall grant program after March 31.

5. Jobs Created

The grant program does not officially document jobs created from students who participate in the training program. The previously reported July 2010 survey of alumni helped to provide self-report data about jobs created, businesses developed, and additional economic impacts.

During this November 2010 – January 2011 quarter, e-mail announcements for six job openings were sent to training alumni. The lead instructor also worked with State of New Hampshire personnel to document three case studies of business created or expanded in part from participating in these training courses.

6. Obstacles Encountered or Milestones Not Reached

The energy auditor training courses have been successful for the most part, although the resources the College has devoted to them has been greater than originally budgeted. Average enrollments of over 20 students per class were overly optimistic, and inflated projected tuition and scholarship revenues. As a result LRCC has taught 13 courses, more than the planned 12 courses, and incurred the costs from offering all these courses, but not as much scholarship nor tuition revenue that would come from projected 250 students. Instead approximately 170 students have been served.

7. If applicable, in a section labeled Beyond the Contract please report other activities, partnerships, funding or other synergies that have occurred as a result of this funding. (No new partnerships to report at this time.)
8. Brochures, workshop announcements, or other materials developed to promote your grant activities. (See attachment.)
9. Budget vs. Actual Expenditures: (To be included with invoicing.)