

THE STATE OF NEW HAMPSHIRE

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COMMISSIONER
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PUBLIC UTILITIES COMMISSION
21 S. Fruit St., Suite 10
Concord, N.H. 03301-2429

G+C 7/15/09
Item# 32H
Approved ✓

July 1, 2009

Reg # 101580 dg
Work Obj # 350870 ✓

His Excellency, Governor John H. Lynch
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Authorize the Public Utilities Commission to award grant funds in the amount of \$813,402 to the University of New Hampshire, Vendor #176895, to create a public information and outreach program regarding energy efficiency options for the residential and municipal sectors, from Governor and Council approval through June 30, 2011. Funding is 100% Greenhouse Gas Emissions Reduction Fund.

Funding is available in account, Grants to Schools - State, as follows with the authority to adjust encumbrances in each of the State fiscal years through the Budget Office if needed and justified:

02-81-81-811010-5453 Greenhouse Gas 125-O:23

FY 2010 FY2011

010-081-5453-073-0583 Grants to Schools

\$421,835 \$391,567

EXPLANATION

The Public Utilities Commission (PUC) is charged with administering the Greenhouse Gas Emissions Reduction Fund (GHGERF) created by RSA 125-O:23 to support energy efficiency, conservation and demand response programs aimed at reducing greenhouse gas emissions generated within New Hampshire. On February 23, 2009, the PUC issued the first of a series of Requests for Proposals (RFP) for programs to be funded by GHGERF grants. In response to the February RFP, the Commission received 84 proposals requesting a total of more than \$50 million in grant funds. The University of New Hampshire Carbon Challenge proposal and eight others have been chosen for

July 1, 2009

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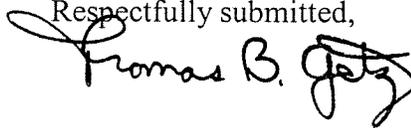
funding at this time. Attachment A provides additional information on the grant review and award process.

The New Hampshire Carbon Challenge (NHCC), an ongoing initiative of the University of New Hampshire, will significantly expand its efforts to provide residents and communities with the information, tools and support necessary for households to make substantial reductions in their energy consumption and thus greenhouse gas emissions. NHCC will create a residential energy portal (website) as a central source of sound information on energy efficiency programs, sustainable energy technologies, and available resources and incentives such as rebates and tax incentives. NHCC will provide direct assistance to communities through public presentations, guidance on best practices, and progress reports.

Funds currently available in the GHGERF account, consisting solely of proceeds from quarterly auctions of carbon emission allowances, are approximately \$6.7 million. The combined total of the nine awards for this round is \$5,363,742. Along with \$1.2 million transferred to the Stay Warm NH program administered by the Office of Energy and Planning in February, 2009 by legislative mandate, upon G&G approval of these nine awards, total grant expenditures to date will be \$6,563,742. A second round of grant awards is anticipated in the near future.

In the event that GHGERF funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,

A handwritten signature in black ink that reads "Thomas B. Getz". The signature is written in a cursive style with a large, stylized initial 'T'.

Thomas B. Getz
Chairman

ATTACHMENT A – GRANT REVIEW PROCESS

The PUC issued a Request for Proposals on February 23, 2009. The RFP was developed in consultation with the state’s Energy Efficiency and Sustainable Energy Board, created by the legislature in 2008 “to promote and coordinate energy efficiency, demand response, and sustainable energy programs in the state.”

The RFP was circulated electronically to a list of more than 300 individuals and organizations known to have an interest in energy policy and programs, including members of the Energy Efficiency and Sustainable Energy Board (EESB Board); posted on the PUC and Office of Energy and Planning websites; advertised in the Union Leader on February 28, April 1 and April 2; and announced via press release to major media outlets in the state.

The PUC formed a grant review committee to evaluate each of the 84 proposals that were submitted. The team consisted of four members of the PUC - Chairman Thomas Getz, Commissioners Clifton Below and Graham Morrison, and Jack Ruderman, Director, Sustainable Energy Division – plus Eric Steltzer of the Office of Energy and Planning, and Richard Ober of the New Hampshire Charitable Foundation. Mr. Ober also serves as the Chair of the EESB Board.

The proposals were broken down into eight separate categories¹ in order to allow for an “apples to apples” comparison. The proposals were then individually evaluated by the review committee using a list of thirteen criteria specified in the PUC administrative rules for the Greenhouse Gas Emissions Reduction Fund (Chapter 2600). The committee then met as a group on a regular basis to identify the strongest proposals within each category, and to assign an overall letter grade to each proposal based on the consensus of the group.

An initial group of nine proposals has been selected from the job development, monitoring and measurement, outreach and education, and revolving loan fund categories at this time. These “foundational” proposals were selected as a first step because they provide the foundation for other energy efficiency programs or projects or will assist in evaluating the benefits of such programs or projects. The committee is continuing to meet and anticipates selecting a second group of fifteen or more additional proposals for presentation to Governor and Council at future meetings.

¹ The eight categories are: job development, monitoring and measurement, multi-objective, outreach and education, revolving loan fund, public entity, commercial entity, and non-profit/educational entity.

COOPERATIVE PROJECT AGREEMENT

between the

STATE OF NEW HAMPSHIRE, **Public Utilities Commission**

and the

University of New Hampshire of the UNIVERSITY SYSTEM OF NEW HAMPSHIRE

- A. This Cooperative Project Agreement (hereinafter "Project Agreement") is entered into by the State of New Hampshire, **Public Utilities Commission**, (hereinafter "State"), and the University System of New Hampshire, acting through **University of New Hampshire**, (hereinafter "Campus"), for the purpose of undertaking a project of mutual interest. This Cooperative Project shall be carried out under the terms and conditions of the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, except as may be modified herein.
- B. This Project Agreement and all obligations of the parties hereunder shall become effective on the date the Governor and Executive Council of the State of New Hampshire approve this Project Agreement ("Effective date") and shall end on **6/30/11**. If the provision of services by Campus precedes the Effective date, all services performed by Campus shall be performed at the sole risk of Campus and in the event that this Project Agreement does not become effective, State shall be under no obligation to pay Campus for costs incurred or services performed; however, if this Project Agreement becomes effective, all costs incurred prior to the Effective date that would otherwise be allowable shall be paid under the terms of this Project Agreement.
- C. The work to be performed under the terms of this Project Agreement is described in the proposal identified below and attached to this document as Exhibit A, the content of which is incorporated herein as a part of this Project Agreement.

Project Title: **Reducing Residential Energy Consumption Through New Hampshire Carbon Challenge**

- D. The Following Individuals are designated as Project Administrators. These Project Administrators shall be responsible for the business aspects of this Project Agreement and all invoices, payments, project amendments and related correspondence shall be directed to the individuals so designated.

State Project Administrator

Name: ChristiAne G. Mason
 Address: NH Public Utilities Commission
21 South Fruit St. Suite 10
Concord, NH 03301

Phone: 271-2431

Campus Project Administrator

Name: Dianne Hall
 Address: University of New Hampshire
Office of Sponsored Research
Service Building, 51 College Rd.
Durham, NH 03824

Phone: 862.1942

- E. The Following Individuals are designated as Project Directors. These Project Directors shall be responsible for the technical leadership and conduct of the project. All progress reports, completion reports and related correspondence shall be directed to the individuals so designated.

State Project Director

Name: Jack Ruderman
 Address: NH Public Utilities Commission
21 South Fruit St. Suite 10
Concord, NH 03301

Phone: 271-2431

Campus Project Director

Name: David Bartlett
 Address: University of New Hampshire
Complex System Research Center
Morse Hall
Durham, NH 03824

Phone: 862.0322

F. Total State funds in the amount of \$813,402 have been allotted and are available for payment of allowable costs incurred under this Project Agreement. State will not reimburse Campus for costs exceeding the amount specified in this paragraph.

Check if applicable

Campus will cost-share 3 % of total costs during the term of this Project Agreement.

Federal funds paid to Campus under this Project Agreement are from Grant/Contract/Cooperative Agreement No. _____ from under CFDA# ____ . Federal regulations required to be passed through to Campus as part of this Project Agreement, and in accordance with the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, are attached to this document as Exhibit B, the content of which is incorporated herein as a part of this Project Agreement.

G. Check if applicable

Article(s) _____ of the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002 is/are hereby amended to read:

H. State has chosen **not to take** possession of equipment purchased under this Project Agreement.
 State has chosen **to take** possession of equipment purchased under this Project Agreement and will issue instructions for the disposition of such equipment within 90 days of the Project Agreement's end-date. Any expenses incurred by Campus in carrying out State's requested disposition will be fully reimbursed by State.

This Project Agreement and the Master Agreement constitute the entire agreement between State and Campus regarding this Cooperative Project, and supersede and replace any previously existing arrangements, oral or written; all changes herein must be made by written amendment and executed for the parties by their authorized officials.

IN WITNESS WHEREOF, the University System of New Hampshire, acting through the **University of New Hampshire** and the State of New Hampshire, **Public Utilities Commission** have executed this Project Agreement.

**By An Authorized Official of:
University of New Hampshire**

Name: Kathryn B. Cataneo

Title: Executive Director of Sponsored Research

Signature and Date:

Kathryn B. Cataneo 6/24/09

**By An Authorized Official of: the New
Hampshire Office of the Attorney General**

Name: Glenn A. Perlow

Title: Assistant Attorney General

Signature and Date:

Glenn A. Perlow 6/28/2009

**By An Authorized Official of:
Public Utilities Commission**

Name: Thomas B. Getz

Title: Chairman

Signature and Date:

Thomas B. Getz 6/26/09

**By An Authorized Official of: the New
Hampshire Governor & Executive Council**

Name:

JUL 15 2009

Title:

Signature and Date:

Tom Scudman
DEPUTY SECRETARY OF STATE

EXHIBIT A

- A. Project Title:** Reducing Residential Energy Consumption through the New Hampshire Carbon Challenge
- B. Project Period:** Governor and Council Approval – June 30, 2011
- C. Objectives:** Reducing greenhouse gas emissions, reducing energy costs, promoting market transformations and innovative technologies.
- D. Scope of Work:** In exchange for receiving grant funds in the amount of \$813,402 from the) State, the University of New Hampshire, New Hampshire Carbon Challenge (NHCC or Campus), agrees to couple innovative web-based tools with effective outreach strategies to households, businesses, schools, civic organizations, and faith-based communities to educate, inspire, and support sustained reductions in household energy consumption.

The specific tasks that Campus will accomplish are set forth in its proposal to the State dated March 23, 2009, which is hereby incorporated by reference. Specifically, Campus agrees to accomplish the following, and to undertake any additional measures necessary to achieve the program goals set forth in its proposal:

1. Assemble a voluntary advisory group of residents and representatives that will provide guidance on the development of all web-based tools. (3 months from Governor and Council (G&C) approval)
2. Launch an Incentives and Vendors Index, a searchable web-based tool that will provide each homeowner with a customized report on which rebates and incentives are available, as well as a detailed list of energy efficiency and sustainable energy technology contractors. Campus will develop procedures to insure that the index is kept current. (9 months from G&C approval)
3. Extend the capabilities of the New England Carbon Estimator so that households can see not only the resulting carbon reduction from the actions they have completed, but also the carbon reduction from what they pledged to do. (12 months from G&C approval)
4. Send all Challenge takers a customized “next steps” guide that will link the actions they have indicated they wanted to take to available resources and incentives for energy efficiency and renewable energy projects. (12 months from G&C approval)
5. Create the Green Homes Tourist Program. NHCC and New Hampshire Sustainable Energy Association will develop and distribute a survey to determine interest/participation in the Program, as well as design the web-based tool that will connect owners of energy efficient houses with potential buyers of energy systems. (15 months from G&C approval)
6. Develop a residential “Home Energy Planner” in close partnership with Carbon Solutions New England and Clean Air-Cool Planet. The Planner will be a web-based tool to assist households in planning their energy efficiency and sustainable energy projects over a one to ten year time horizon and evaluate the projected costs and benefits. (24 months from G&C approval)

7. Advertise and market all web-based tools.
8. Offer web-based seminars to Local Energy Committees on all web-based tools developed under this contract.
9. Have a dedicated community coordinator who will provide direct assistance to communities in implanting the NH Carbon Challenge through public presentations, guidance on best practices, and reports on the community's progress.

E. Deliverables Schedule:

1. The Campus agrees to prepare and submit quarterly reports to the State, in a form and manner prescribed by the State, beginning 90 days from the date of Governor and Council approval of this grant agreement and continuing throughout the life of the grant. Reports shall include a detailed summary of all work completed, including an account of milestones achieved, and a description of any obstacles encountered as well as any planned milestones that were not achieved. Within thirty (30) days of the conclusion of the grant award, in lieu of a quarterly report Grantee shall submit a final report providing a detailed summary of the results of the grant project, obstacles encountered, and any work from the Scope of Services that was not completed.
2. The Campus agrees to carefully track any and all pledged reductions in energy use resulting from the programs and activities funded herein. In addition, Campus will report on pledged reductions in energy use on a quarterly basis to the State and the University of New Hampshire, Carbon Solutions New England (CSNE), for purposes of documenting reductions in energy use and greenhouse gas emission reductions. Energy reductions shall be reported, in a format provided by CSNE, for the following fuels as appropriate: electricity, natural gas, distillate fuel oil (#1,2 &4), residual fuel oil (#5 & 6), kerosene, and LPG (propane).
3. Background: This is a two year grant award. Year One commences upon approval of this grant agreement by Governor and Council and concludes on June 30, 2010. Year Two begins July 1, 2010 and ends June 30, 2011.
4. In consideration of the satisfactory performance of the Year One services described in Exhibit A, as determined by the State, the State agrees to pay the University of New Hampshire (Grantee) an amount not to exceed \$421,835.
5. Funding for Year Two is contingent upon approval of the PUC after reviewing the results of Year One. The PUC reserves the right to withhold funding, in whole or in part, for Year Two if, at the conclusion of Year One, the PUC determines that the Grantee has failed to successfully perform the Year One services described in Exhibit A.
6. In consideration of the satisfactory performance of the Year Two services described in Exhibit A, as determined by the State, the State agrees to pay the Grantee an amount not to exceed \$391,567. State will contact Campus when Year Two funds become available.
7. All obligations of the State, including the continuance of any payments, are contingent on the availability of funds derived from the Greenhouse Gas Emissions Reduction Fund pursuant to RSA 125-O:23.

F. Budget and Invoicing Instructions:

Campus will submit invoices to State on regular Campus invoice forms no more frequently than monthly and no less frequently than quarterly. Invoices will be based on actual project expenses incurred during the invoicing period, and shall show current and cumulative expenses by major cost categories. State will pay Campus within 30 days of receipt of each invoice. Campus will submit its final invoice not later than 75 days after the Project Period end date. Invoices will be submitted to: Business Office, New Hampshire Public Utilities Commission, 21 South Fruit Street, Suite 10, Concord, New Hampshire 03301-2429.

Budget Items	Year 1	Year 2	Cost Share	Total
1. Salaries & Wages	\$148,867	\$133,554	\$14,892	\$282,420
2. Employee Fringe Benefits	\$ 65,204	\$ 58,496	\$ 6,522	\$123,700
3. Travel	\$ 5,000	\$ 5,000	\$ 0	\$ 10,000
4. Supplies and Services	\$ 93,400	\$ 93,000	\$ 0	\$186,400
5. Equipment	\$ 0	\$ 0	\$ 0	
6. Facilities & Admin Costs	\$109,364	\$101,517	\$ 7,495	\$210,882
Subtotals	\$421,835	\$391,567	\$ 28,909	\$842,311
Total Project Costs			\$842,311	

