

**GREENHOUSE GAS EMISSIONS REDUCTION FUND**  
**Quarterly Progress Report Form**

*The fourth quarter grant report is due August 31, 2010.*

**Instructions:**

- *Please refer to Exhibits A & B of your contract.*
- *Exhibit A outlines the tasks that you agreed to complete. **Your report should explain the work done on each task to date and the percentage of completion.***
- *Exhibit B refers to your payment schedule. Invoices will not be processed without supporting documentation on hours worked. Payment will only be made on work that relates to the contract.*
- *Please submit the report electronically in a Word format. This will allow us to cut & paste for program summaries. Attachments and supporting documents can be provided in hard copy, but pdf versions, where appropriate, are greatly appreciated.*

1. Program Title (*as displayed in your proposal*)  
**NH Farm Energy Initiative**
2. Program Type (*as listed in your proposal*)  
**Energy Audits; Energy efficiency related industrial process and control systems; Education, outreach and information programs that promote energy efficiency, conservation, and demand response; and Demand response programs to reduce NH's peak electric load.**
3. Summary of work completed during this reporting period **May 1, 2010 through July 31, 2010.**
  - *Provide a summary of activities relevant to this grant using Exhibit A of your contract as an outline.*
  - *For each task, please provide an estimate of the percentage of work completed,*
  - *Discuss any benefit your activities may have had for low income residents.*
  - *Note any problems or delays.*
  - *Note any deviation from the work-plan. **If you have a deviation from the plan, you should contact us before proceeding.***

**Task 6: Work with Trainers and collaborators to plan, organize, and execute 10 farmer education workshops.**

**With our partners the Rockingham County Conservation District and the Merrimack County Conservation District, we have spent time planning two farm tours demonstrating the use of renewable energy on farms.**

**Task 7: Identify 25 farms to perform professional Farm Energy Audits in partnership with EnSave.**

**Over 25 farms have been selected. We are awaiting the energy audits from EnSave. We have also added some farms to the program and contracted with GDS Associates in Manchester to complete the audits. We are anticipating the completion of all of these audits by the end of the next quarter.**

4. Summarize work to be completed next quarter: **August 1, 2010 – October 31, 2010.**

**In this quarter, our focus is to finally complete the energy audits on the farms. Once audits come in, our goal is to assist these farms with making their energy efficiency and renewable energy options come to fruition. Even before audits have come in, the partnership has worked on grants and other technical assistance to help farmers implement their energy plans. We will be grant writing to work on this next part- implementation. Since we also have more requests than we do audits, we will be grant writing to assist in implementing even more audits on the farm.**

**During this quarter, we will also do two farm energy tours showcasing the use of renewable energy on farms. These additional workshops were due to comments at other workshops that farmers need to see success stories. These will be held at North Family Farm in Canterbury and Cider Hill Farm in Amesbury, MA.**

5. Please document any jobs created.

**We have been working with a Manchester, NH, energy audit company to assist them in becoming a certified Technical Service Provider to conduct Agricultural Energy Management Plans for the USDA Natural Resources Conservation Service, which could expand their business but has not created jobs.**

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

**Though the completion of the audits is slower than expected for reasons beyond our control, Southern NH RC&D is completing milestones in a reasonable timeframe.**

7. 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.

**Partner Cheshire County Conservation District has received funding from the Specialty Crop Grant to do another farm energy series in Cheshire County over the next three years. Southern NH RC&D will assist our partners in this continuation of our goals. Southern NH RC&D is actively fundraising to continue this program and to expand farm energy audits and farm energy efficiency projects in the state.**

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

**Workshop series brochure attached.**

9. Budget vs. Actual Expenditures: (if you have included this with your invoicing, there is no need to repeat for the quarterly report.) *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.)*