

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

*The third quarter grant report for those who received contract approval on September 23rd, 2009 is July 30, 2010.*

**1. Program Title (as displayed in your proposal)**

Municipal Energy Reduction Fund

**2. Program Type (as listed in your proposal)**

Revolving Loan Fund for efficiency related investments

**3. Summary of work completed during this reporting period April 1, 2010 through June 30, 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.**

Marketing events:

- ✓ Meeting with the Town of Hampton Energy Committee- 4/1/10
- ✓ Alliance of RPC meeting- 4/8/10
- ✓ Information session at Concord Audubon Society- 4/20
- ✓ Information session at Common Man Inn – Claremont- 5/4
- ✓ 12<sup>th</sup> Annual Business Expo @ Mt. Washington Resort- 5/24
- ✓ Meeting at OEP presentation on MERF- 6/3
- ✓ Local Energy Conference- 6/19/10 (*incorrectly listed as 7/19/10 in last report*)

*Note: The scheduled Littleton information session was cancelled due to low attendance. Direct outreach to those who were registered was offered as an alternative.*

Staff talked with:

George Lambert-Litchfield, Bernie Charley Hanson-Center Harbor, Carter Terenzini Moultonborough, Tom Smith Lincoln, Guy Santagate-Claremont, Steve Puderbaugh Raymond, Peter Majoy Richmond, Stanley Judge Shelburn, Temple, Diane Chaunct Antrim, Claremont, Pamela LaFlamme Laconia, Josh Arnold Wolfeboro, Alexandria, Sandown, Gilmanton, Nikki Wheeler-Belmont, Wolfeboro-Nancy Hirshberg, David Borden-New Castle, Christie Phelps-Alexandria, Tim Cullenen-Ashland, Judy Wainwright-Atkinson, Jeanne Beaudin-Belmont, David VanHouten-Bethlehem, Michael Wright-Boscawen, Rick Carrier-Chesterfield, Patricia Shogren-Danville, Dunbarton, Alan Gould-Farmington and Ellen White-Springfield.

**4. Summarize work to be completed next quarter: July 1, 2010 – September 30, 2010.**

On Wednesday, July 28, 2010, staff will be convening a workshop at the NH Local Government Center. The workshop is titled "How to Get Your Energy Project and Financing Approved by Town Meeting". Two sessions will be offered, one from 1-4PM and another from 5-7PM. We currently have over 65 municipal select board members, staff, local energy committee volunteers, and others registered to attend. Speakers include Mark Toussaint from PSNH, Heather Nolen from the Jordan Institute, Susan Olsen from NHMA, Betsy McClain from the Town of Hanover, Nadesha Edwards from Temple and CDFA staff. Staff has prepared dynamic sessions, complete with supporting materials, to help further projects and increase demand for our loan funds.

Staff will work with customer leads generated by the above mentioned marketing events, with a primary focus on working with towns that have audits and a project plan. CDFA is able to offer approval contingent on town meeting, and believes this will increase the likelihood of projects receiving local support, voter approval and ultimately use of our program funds. Staff is actively participating in the Public Sector Work Group of the EESE Board and has assisted in planning a meeting on July 29, 2010. This meeting, organized by Representative David Borden, will focus on discussing alternative financing tools that could potentially be used in municipal energy efficiency projects. Barbara Robinson from the NH Department of Revenue Administration will be present to weigh in on municipal financing options and whether or not the various options conform to statutes and regulations. From this meeting CDFA will pursue alternative financing mechanisms deemed to be appropriate and of value to municipal customers.

Staff will be meeting with senior public works purchasing and finance officials from the City of Concord on Tuesday, August 3<sup>rd</sup> to discuss their on-going efficiency project and potential need for supplemental financing.

**5. Please document total hours worked and/or any new jobs created.**

The total hours worked between April 1 and June 30 by CDFA staff on the Municipal Energy Reduction Fund was 246.75 hours.

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

Our second application to the PUC for additional GHGER funds identified the town meeting calendar and associated appropriations process as a key element to extending municipal credit through our Municipal Energy Reduction Fund. We are currently, and have been for this most recent reporting quarter, working to overcome what we feel is the most significant obstacle in implementing municipal energy efficiency projects. To date various programs have offered assistance to municipalities at different spectrums along a lengthy project process. CDFA has no knowledge of other opportunities that have directly combined our approach of extending credit and education and/or advocacy for advance preparation which we think is needed to appropriate town funds for such projects. We will also be advertising our ability to offer approval contingent upon successful appropriation at town meeting which we hope will be of great value to potential customers.

**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.**

CDFA will continue to seek funding through additional sources and will continue to develop its relationships with other providers to further the program's goals.

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

Please see attachments

**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.)***

Please see attachments