

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

Organization Name: Retail Merchants Association of New Hampshire  
 Program Title: RMANH Energy Efficiency Program  
 Program Contact: Joseph Lajewski, Program Manager 225-9748  
 Reporting Period: 1/1/12-3/31/12

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

**Table 1: Activity Summary**

Activity	2012 Q5	2012 Q6	2012 Q7	2012 Q8	Total Year 2012
1. Program marketing & partnership efforts targeting Berlin, Nashua, Plymouth, Manchester	Presentation and marketing to Manchester Chamber, Nashua Bank energy workshop				
2. Program Enrollments. Goal: 100	46				
Phase 1 Complete (Report issued)	44 **31 did not require RMANH funding for P1				
3. Transition businesses to Phase 2 energy audit. Goal: 30	43 * 1 did not require RMANH funds				
Phase 2 Complete (Report issued)	40 * 1 did not require RMANH funds				
Phase 3 Starts (Contract submitted or project start)	9: Landmark, Fletchers Appliances, Manchester Music School, Stratham SPCA, INEX, Mariposa Museum, Hubbingtons, Morin's Shoe Store, Laconia Athletic and Swim				
Phase 3 Complete (Construction completed)	6: Pemi-Laundry, Barons-Salem, Fletchers, Union Block, Inex, Mariposa Museum				
4. Expand program alliances with one trade association	Manchester Chamber, P4P, CA-CP, liquor stores, National Grid				

5. Five Civic leadership events beginning June, 2011	Partnered to promote "Button Up" workshops.				
6. Five Customer education programs with displays.					
7. Program expansion through four educational events.	Held webinar with NHBSR, Green Launching Pad event at Youngs, Nashua Bank Energy Workshop				
8. Create program for merchants to adopt.	Continued discussions with organizations that have an established program				
9. Develop one guide for distribution on the EEP.					
10. Develop a pledge of awareness.	Continued discussions with organizations that have an established program				
11. Adjust the rebate pool & audit subsidy market.	No changes since Q4 changes were made				

**Program Summary:**

Q5 Program Enrollment: 46% of the year and a half goal was met in the first 3 months  
 Transition to Phase 2: **143%** of the year and a half goal was met in the first 3 months  
 9 projects started  
 6 projects completed  
 To Date: \$177,831 in project rebates paid  
 \$390,869 in project rebates pending awaiting project completion  
 \$600,000 in project rebates likely  
 \$1,843,952 in projects completed  
 \$152,419 estimated energy savings

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	2012 Q5	2012 Q6	2012 Q7	2012 Q8	2012 Total
Oil (Gallons)	19476				
Electric (kWh)	81,050				
Natural Gas (Therms)	(9,002)				
Propane (Gallons)	848				
CO2 lbs	762,847				
Projected \$ saved	\$94,988				

- 3) Please list total hours worked on the project as required by your contract.

<b>Table 3: Labor Hour Reporting</b>				
<i>2012 Q5</i>	<i>2012 Q6</i>	<i>2012 Q7</i>	<i>2012 Q8</i>	<i>2012 Total</i>
1299				

- 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.*

Q5: Persian Rugs experienced a moisture issue following the air sealing of the building. This excess moisture caused some mold to form on the walls in the stairwell. An engineer was brought in to determine the corrective action.

The determination of the fate of the 2009/2010 funds will have a huge impact in the programs ability to fund projects. Between rebates paid and rebates that have been committed to, we have \$534,000 in immediate commitments and only \$470,000 in funding for 2011-2013. This does not include the likely \$600,000 of rebates for projects that have indicated that they are moving to implementation. We are at the point that we will have to start turning away projects for support if we cannot get a commitment that those funds will be carried forward.

- 5) Summarize work to be completed next quarter.

**Q5** With the tremendous success that the program has experienced during the first quarter of this year as well as the fourth quarter of last year, the significant portion of our efforts over the second quarter will be focused around assisting the businesses implement the projects. With about 60 level 2 reports being completed in the past 2 quarters, and the extremely high implementation rate, there is a significant need to assist the businesses through the implementation process.

**Communications & Marketing:**

**Q5** Post project marketing events planning in process for completed projects to include Union Block, Caron's and Stratham SPCA. Involvement as a panelist in the EBC on 4/27/12.

**Program Enrollment:**

**Q5** Plan to slow enrollment process through the next quarter to focus time on assisting current projects into implementation: Enroll 15-30 business locations into the program in the upcoming quarter through established relationships with other associations and organizations. Efforts will be focused on targeted marketing to selected businesses through these associations that are most likely to implement projects

**Education Programs & Events:**

**Q5** Plan to hold event at Union Block, Caron's, Stratham SPCA, Landmark Building to educate businesses and community on the viability of energy efficiency projects.

- 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.

No major developments since Q4

**Beyond the Contract:**

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

**Promotional/Program Materials:**

Rack Card  
Flyer  
NHBR ad

- 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.*