**Executive Director’s Summary Report**

**to the Board of Trustees**

**Efficiency Maine Trust**

**May 4, 2011**

1. **Communications**
   1. **C. Philip Hastings Award**

Nominations are requested for the sixth annual Philip C. Hastings Award by May 13. This award is given by Efficiency Maine to an individual or organization whose exemplary efforts have furthered Efficiency Maine's mission to help Mainers save energy, save money and improve Maine's economic and environmental health.

**b. E-News**

The ENews bulletin is emailed to the Trust’s Qualified Partners in the Business Program each month. We keep monthly statistics. The results from March are:



1. **Finance and Administration Highlights**
   1. **GDS Associates Contract**

The staffand Finance Committee met to discuss extending the services from GDS Associates, the Trust’s current provider, for database and technical analysis support for a period of six to eight months. The executive director is entering negotiations and will bring the board a proposed contract at the next Board meeting.

* 1. **Policy Documents**

The Truststaff has worked for months to develop policy documents governing certain activity of staff. The personnel policy has had multiple reviews from the Attorney General’s (AG) office, and pursuant to the AG’s direction, was ultimately presented in two forms: one for non-state employees and one for our four state-employees. This added considerable delay to the completion of the drafts, but they are stronger as a result. The trust also has prepared a travel policy that it has been informally working by since the fall of 2010, even though it is in draft form.

* 1. **Financial Management Package**

The project to switch to a new financial management software package has begun. The kickoff meeting with the vendor is scheduled for mid-May.

**d.** **Audit**

Trust staff had the first meeting with the auditors in late April to prepare for the FY11 audit.

1. **Program Highlights**
   1. **Business (including Commercial, Institutional/Municipal, and Industrial)** 
      1. **Existing Building Program**

For the month of March, the Program processed 44 pre-approval project applications totaling $458,854. Final approvals were given to 263 projects for a total of $414,328. The volume of project approvals is steady but the value this month was less than half than the prior month.

While final numbers have not been tabulated, as of the end of April we project that we will have exceeded the program-year energy savings goals, reaching 107% of goal with 83% of the program year gone. The program has moved $5.8 million in incentives and has leveraged more than $15 million in participant contributions to these projects.

**ii. Maine Advanced Buildings Program**

On Saturday, April 30, the Trust was represented at the ribbon cutting of the Saco Fire Department with a crowd of 750 local residents. The Trust presented a check for $22,000, the incentive earned by the project, and a plaque recognizing the participant’s leadership in incorporating best efficiency design and equipment in the “new construction” of their facility.

**iii. RFP Awards**

Staff announced that it awarded the contract for delivery of the Business Program, pursuant to the request for proposals (RFP) EM-010-2011, to Energy & Resource Solutions, Inc (ERS). ERS was one of two finalists interviewed by staff during the process. Staff also announced last month that it awarded the Commercial Building Energy Consumption Baseline Study for RFP EM-009-2011 to Energy & Resource Solutions, Inc.

* 1. **Residential**
     1. **Request for Proposals for Program Delivery**

Staff announced that it awarded the contract for Residential Lighting, Appliance, and Electronics Program Delivery, pursuant to the RFP EM-011-2011, to Applied Proactive Technology (APT).

* + 1. **Home Energy Savings incentives (rebates)**

The Trust has issued notices to contractors and to the public, through its website, that the funding for rebates for whole house energy retrofits is nearing its end. Demand for whole house retrofits has continued at a brisk pace notwithstanding the drop in the rebate level and the reduction in federal tax credits. Drivers for this demand include high prices of oil and interest in the roll out of the PACE program. Reservations for incentives have been received at a rate of 35/week, on par with the average for the duration of the program. While there are sufficient funds to pay for all rebate reservations received, our current projections are that as of the first week of June, we will need to stop accepting new reservations.

The program is at 122% of our Program-to-Date goal. 1,956 Maine homeowners are now saving, on average, $1,329/yr from having completed energy retrofits, which equates to paying $1.35/gallon avoided, locked in for 20 years.

Maine’s incentive program is gaining recognition nationally. In a webinar program organized by the US DOE’s Oak Ridge National Laboratory, Maine staff will present a case study of the HESP program -- the only case study being offered at the webinar -- to more than 192 program managers from across the country.

* + 1. **Maine PACE Loan Program**

The Maine PACE Loan Program, launched April 6, has met with significant early interest. More than 50 loan applications from homeowners have been received. As of the date of the Board meeting, 27 homeowners have been approved for PACE loans and the first two closings have been scheduled for this week. More than 150 contractors have registered with the Trust to participate in the program, and 66 towns have opted in to the PACE program.

* + 1. **Residential Appliance Program**

This program was re-initiated on March 21. As of April 20, the program had just received its first batch of rebate applications. In its first month, the program received 369 rebate applications for clothes washers and 251 rebate applications for refrigerators.

**v**.  **Residential Lighting Program**

As of April 20, the program was ahead of pace on energy savings (105% of MWh pace) and favorable to budget (only 64% of pace). We are expecting to finish the program year at 107% of MWh goal and only spend 88% of our budget.

**vi. Replacement Heating Equipment**

Replacement Heating Equipment Program remains behind pace but has picked up significantly in the past two months. The program is at 67% of goal on MMBtu, and 93% of spending. The current expectation is that the program fund will be exhausted in October of this year.

**III. Enabling Strategies**

**a. Education and Training**

The following training sessions are available in the next several months:

**May 12, 2011 -** Introduction to Solar Thermal, Washington County Community College

**May 12, 2011 -** QP Training Session,Bangor, Maine

**June 14-August 17, 2011** -- Building Operator Certification Level I, South Portland, Maine

**July 14, 2011 --**  Introduction to Solar Thermal , Presque Isle, Maine

**July 21, 2011 --** BOC 2011 Technical Webinar Series (*Lighting Solutions for IEQ and*

*Energy Performance),* online.

**b. Evaluation**

Efficiency Maine has awarded three contracts for evaluation services.   
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RFP EM-002-2011, Request for Proposals for Impact Evaluation of Large Project Fund Grants, was awarded to Navigant Consulting.

RFP EM-003-2011, Request for Proposals for Impact Evaluation of Commercial Project Grants, was awarded to Navigant Consulting.

RFP EM-004-2011, Request for Proposals for Impact Evaluation of Home Energy Savings Program, was awarded to the Cadmus Group.