



December 7, 2009

U.S. Department of Energy
100 Independence Avenue
Washington, D.C. 20585

Re: De – FOA – 0000148

Dear DOE Representative:

On behalf of the Berlin Main Street Program, I am writing to indicate our direct support and interest for the NH Beacon Community Project. In light of the challenges facing Main Street today, it is imperative that energy conservation and green energy become the norm in all our downtowns if we are to not only survive, but to thrive in the business environment.

We would be happy to participate in the Retrofit Ramp-up Program and be used as a model for conservation projects in a downtown setting. This could make the difference as to whether a downtown business continues to be profitable in this economy.

If there is a need for further information, please do not hesitate to contact me. I can be reached on my cell at 603-381-1520 or at the Main Street Office at 603-752-6246.

Sincerely,

Sylvia M. Poulin, Chair
Berlin Main Street Program

cc: Pamela Laflamme, City Planner
Tom McCue, Treasurer, Main Street Program



Androscoggin Valley
HOSPITAL

59 Page Hill Road · Berlin, NH 03570-3542 · 603-752-2200 · Fax 603-752-2376 · TDD 603-326-5800 · www.avhnh.org

December 3, 2009

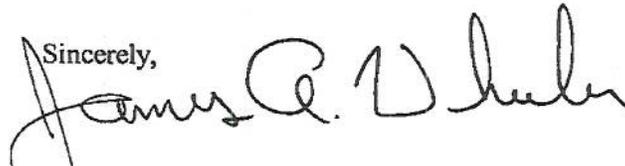
U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

Dear DOE Representative:

We are writing to express our sincere interest in supporting the application being submitted by the State of New Hampshire on behalf of the City of Berlin. Androscoggin Valley Hospital is a small rural hospital in the City of Berlin. Over the past year, we have been studying and planning several substantial energy conservation projects. We have also completed a feasibility study for conversion of our heating plant from No. 2 fuel oil to a biomass facility. We believe that these projects, and any others that may be developed through the Retrofit Ramp-up Program, would serve as model conservation projects that will ultimately enhance our ability to provide quality healthcare to the community.

Please do not hesitate to contact me should you have any questions. I can be reached at 603-326-5602.

Sincerely,



James A. Wheeler, P.E.
VP of Human Relations and Community
Development

cc: Russ Keene, CEO, AVH
Pamela Laflamme, City of Berlin Planner



NEW HAMPSHIRE
CHARITABLE FOUNDATION

LAKES MANCHESTER MONADNOCK NASHUA NORTH COUNTRY PISCATAQUA UPPER VALLEY

U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

RE: DE-FOA-0000148, Retrofit Ramp-up Program

December 4, 2009

To Whom It May Concern:

I am writing on behalf of the Neil and Louise Tillotson Fund of the NH Charitable Foundation to express support for the Berlin, NH Beacon Communities proposal.

The proposed project has the potential to create a significant number of permanent, high quality jobs in this region which, with this recent closure, has lost close to 1,000 good-paying manufacturing jobs since 2006.

The Neil and Louise Tillotson Fund of the NH Charitable Foundation, which distributes over \$5MM annually in Coos County and surrounding communities, seeks to serve as a catalyst for economic transformation in the Region. Economic Development based on energy efficiency and renewable energy is a significant priority for the Fund. Berlin, as the largest population center in Coos County and the geographic center of the 4-state Northern Forest Region, is well situated to serve as a "Beacon Community".

The proposed project is consistent with recent publicly-funded economic strategies developed in the region. The four-state Sustainable Economy Initiative and the Coos Economic Action Plan, both funded by the US Economic Development Administration, lay out specific strategies for energy efficiency and renewable energy development as drivers of the region's new economy that can leverage the region's world-class forest asset and historic manufacturing base.

We view the City of Berlin as a strong partner in our work. In 2007, the Neil and Louise Tillotson Fund provided grant support for the City's master planning process. The Beacon Communities project will enable the community to move forward with key components of the master plan.

On behalf of the Neil and Louise Tillotson fund I look forward to working with the City of Berlin in my capacity as regional convener, funder and partner.

Thank you for the opportunity to express my support.

Sincerely,

Racheal Stuart, Senior Program Director
NH Charitable Foundation

Plymouth State UNIVERSITY

Center for Rural Partnerships

December 4, 2009

To Whom It May Concern,

I am writing on behalf of the Center for Rural Partnerships to express my interest and commitment to assisting the City of Berlin in their efforts to develop local energy systems.

We are eager to collaborate with Berlin to reduce the city's carbon footprint, promote economic self-reliance, diversify the local economy, keep more dollars in the regional economy, and provide a higher level of heat and energy service to local constituents. In this project, as well as a host of other initiatives, the Center for Rural Partnerships has stood beside the City of Berlin to help make that community an even better place to live.

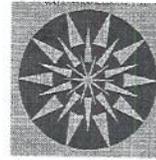
Across rural New Hampshire, the Center for Rural Partnerships has helped local communities think about and find resources to address their local energy needs. In this spirit, we hope to be a partner with Berlin as the city becomes a Beacon Community for New Hampshire. I look forward to future conversations that will help define that partnership.

Thank you,



Thaddeus C. Guldbrandsen

Director



The Northern Forest Center

PO Box 210
Concord, NH 03302-0210
603.229.0679
www.northernforest.org

U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

RE: DE-FOA-0000148, Retrofit Ramp-up Program

To Whom it May Concern:

I am writing in strong support of the State of New Hampshire's application to the Retrofit Ramp-up Program for the New Hampshire Beacon Community Project.

The Northern Forest Center works to build healthy economies, communities, and ecosystems across the Northern Forest region of Maine, New Hampshire, Vermont, and New York. Energy efficiency and renewable energy represent tremendous opportunities for this region and we are eager to partner with the State of New Hampshire and in particular the City of Berlin in implementing this initiative.

Energy Efficiency and Renewables are a key recommendation area of the Northern Forest Sustainable Economy Initiative (SEI), a four-state economic development strategy completed in 2008 with the unanimous support of a sixty-member steering committee appointed by the governors of New Hampshire, Maine, Vermont, and New York. The SEI was funded by the federal Economic Development Administration, and the recommendations have gained the support of governors Lynch, Baldacci, Douglas, and Paterson.

Our organization is prepared to support energy efficiency and renewables efforts in the three beacon communities with information on existing projects, proposed projects, policy, funding, technical, and educational information related to renewable energy in New Hampshire. We maintain a visual and interactive New Hampshire Renewable Energy Map that will be made available to each beacon community.

We are also eager to help spread the word and encourage replication of energy successes and innovations in the beacon communities to other communities in northern NH and across the Northern Forest. The Center works with and provides information to community leaders and economic development practitioners across the region. Our Ways of the Woods mobile exhibition has been seen by over 100,000 people in the last three years.

I urge your careful consideration and support for the New Hampshire Beacon Community Project.

Sincerely,

Joseph Short
Program and Policy Director
Northern Forest Center



Berlin Housing Authority



10 Serenity Circle • Berlin, New Hampshire 03570-7010

603-752-4240
Fax 603-752-4214

December 3, 2009

U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

RE: DE-FOA-0000148, Retrofit Ramp-up Program

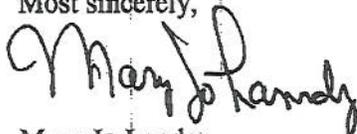
To Whom It May Concern:

I would like to vigorously support the application for Berlin NH to become a funded Beacon Community. Deep penetration of these targeted funds for energy efficiency could have an impact unlike any other project we are working on. We will demonstrate that many projects are intertwined and we are leveraging our strengths. What we are missing is the concentrated attention on reducing our energy costs.

This is an investment in the future for us, not just a one-time boost. If chosen I can promise that Berlin Housing Authority (55 public housing units, 42 managed units, 285 vouchers, managing agent of 2 other housing authorities) will continue to put forth intensive efforts in reducing our costs and consumption. Many of us have been working on this process on a piece meal basis. Working as a community will strengthen our focus and we can work together assisting each other. We all want to try mainstream and cutting edge techniques to enhance our property's fuel consumption. Reducing waster is a key component in our mission.

You can help this struggling community with your belief in our ability to put our plans in action. I am also very sure that you will enjoy watching these funds embrace your goals because this community is very good and keeping their word and carrying out federal grant objectives.

Most sincerely,



Mary-Jo Landry
Executive Director



Berlin Public Schools
183 Hillside Avenue, Berlin , NH 03570
Telephone: 603/752-6500; FAX: 603/752-2528

December 3, 2009

U.S. Dept. of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

Re: DE – FOA – 0000148

To Whom It May Concern,

This is a letter of support and interest for the NH Beacon Community Project which will implement comprehensive, deep energy conservation, energy efficiency and distributed energy improvements to our two largest public school buildings in Berlin NH SAU#3, in collaboration with our community and municipal partners.

Berlin High School and Berlin Jr.High/Hillside School are the two city buildings that consume the greatest amount of electric energy by 52% compared to other municipal properties. The Berlin school district is committed to pursuing alternative energy sources as well as energy efficiency improvements.

Our participation in the Retrofit Ramp-Up Program is our strongest possibility to make major changes in our buildings that would seriously impact either fuel or electric costs that could in turn benefit city budgets and eventually individual taxpayers.

If we are fortunate enough to be selected for participation, Berlin Public Schools would be a "showcase" to other school districts and cities across the country, be it installation of solar photovoltaic systems and/or biomass heating. Our ultimate goals are to provide a cleaner, greener environment, for efficient energy consumption and conservation, and to use sustainable local resources.

I strongly urge the review committee for the Retrofit Ramp-Up Program, to consider New Hampshire's application for the Beacon Community Project.

If I can assist any further, feel free to contact me.

Sincerely,

Corinne E. Cascadden
Corinne E. Cascadden
Superintendent of Schools

**TRI-COUNTY COMMUNITY ACTION PROGRAMS
50 EXCHANGE STREET, BERLIN NH 03570**

December 3, 2009

To Whom It May Concern:

Please accept this letter in support of the City of Berlin's grant application for Beacon Community Project Retrofit funding.

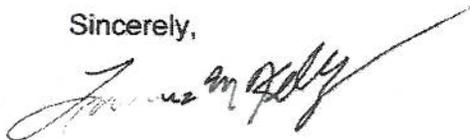
Tri County Community Action looks forward to working with the City of Berlin to make this project successful. Over the last several years, we have built a collaborative partnership with the City to accomplish energy conservation and rehabilitation improvements at the homes of low and moderate income homeowners. Through creative and innovative leveraging of resources, management and contract coordination, we've completed significant improvements at over 25 homes in this community just this year utilizing diverse funding methods. The City's CDBG project was complemented by our Department of Energy Weatherization Program and from the USDA Rural Development Housing Preservation Grant Program. Additionally, we contract with Public Service of New Hampshire to perform energy conservation measures at the homes of low income PSNH customers. It is our intention to leverage these resources to enhance the City's Beacon Project. Additionally, Tri County CAP has a State of New Hampshire certified energy auditor with auditing software and testing equipment on staff located in Berlin who can provide support and direction to this new project.

Each of our various programs must adhere to specific Federal regulations. Income eligibility, ownership, property value and sustainability are all factors in determining the sites where we can make improvements. Despite our funding, need greatly surpasses available money. It would be a tremendous asset for the City of Berlin to receive the requested funding for deep energy conservation and efficiency measures.

Lastly, we would be proud to participate in a mentorship component to guide and promote this type of partnership with other communities.

Please feel free to contact us if you have any questions.

Sincerely,



Lawrence M. Kelly
Executive Director



Kathleen McCosh
Housing Rehab Programs Manager

**(603)752-7105 <> FAX (603)752-8041
NH TOLL FREE 1-800-552-4617**



*Providing Quality Education in the White Mountains Region
Academic Centers in Conway, Littleton and Woodsville*

12/04/2009

U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

RE: DOE – FOA – 0000148 , Retrofit Ramp-Up Program

To Whom It May Concern:

On behalf of White Mountains Community College, I wish to express very strong support and interest in the application for Berlin, New Hampshire to participate in the Retrofit Ramp-Up Program. Our college is actively pursuing new workforce, talent, and curriculum development opportunities in the fields of alternative and renewable energy as well as energy efficiency. We are most anxious to tie these offerings to real needs within our community and with our partner organizations.

We are excited to have the opportunity to participate with and across the community in projects that will increase energy efficiency, heighten public awareness and attitudes towards energy use, and potentially highlight new and innovative means of addressing energy needs. In a region such as ours, that has suffered from catastrophic job losses and deleterious long-term economic conditions, the opportunity to form long-lasting collaborations that extend across the spectrum of groups and entities in a community all serving the common good is tremendously exciting.

We believe that Berlin can truly be a beacon – a shining example of how a community can pursue a common goal collaboratively, and in the process transform the way a community thinks about and meets its energy needs. White Mountains Community College is committed to an active role in such a process.

Sincerely,

A handwritten signature in cursive script that reads "Katharine Eneguess".

Katharine Eneguess
President

2020 Riverside Drive, Berlin, NH 03570 • 603-752-1113 or 1-800-445-4525 • Fax 603-752-6335

EEO/AA • TTD Access: Relay NH 1-800-735-2964

Accredited by the New England Association of Schools and Colleges (N.E.A.S.C.) as a Comprehensive Community College
Part of the Community College System of New Hampshire

**NORTH WOODS MHP COOPERATIVE
1 ARLINGTON STREET
BERLIN, NH 03570**

December 4, 2009

U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

RE: DE-FOA-0000148, Retrofit Ramp-up Program

To Whom It May Concern:

This letter is to express our interest in becoming a partner to the application being submitted by the State of New Hampshire on behalf of the city of Berlin. The Cooperative is greatly interested in participating in projects that will increase our energy efficiency and conservation efforts. Our community could be a model for other manufactured housing parks in the state.

Thank you very much for this opportunity to work with you, the city and the state in this effort to better the lives of our members and reduce our energy consumption.


Chip Haynes
President



**The City of Berlin
Housing Coordinator**

Andre F. Caron 168 Main Street, Berlin, NH 03570
603-752-1630, fax 603-752-2620, email; housing_coordinator@berlinnh.gov

December 7, 2009

U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

RE: DE-FOA-0000148, Retrofit Ramp-up Program

To Whom It May Concern,

The City of Berlin over the past 5 years has made great strides in addressing blighted and dilapidated housing. In doing so it also recognized that it must also address housing that is marginal and mostly occupied primarily by elderly and low income residents. To that end, the Berlin Neighborhood Revitalization Program (BNRP) was launched and with funding aid (\$350,000) from HUD's Community Development Block Grant (CDBG), weatherization funds administered through Tri-County CAP and loan and grant monies from USDA-Rural Development, BNRP was successful in revitalizing 25 buildings comprising of 33 units.

One of the key lessons learned from this endeavor was that while these funds could alleviate Housing Quality Standards (HQS) and some energy issues, the funds allocated per household (\$12,000) could not address the energy issues encountered in these places. Even with the help of Tri-County CAP and USDA-RD, there were not enough funds to do a good and thorough job of weatherizing buildings, putting in more efficient heating plants, energy saving hot water heaters etc. It was not the lack of will but a lack of funds.

Due to the success of the first BNRP, the City of Berlin has been fortunate enough to obtain another \$500,000 CDBG grant for 2010 with BNRP already having a waiting list of 42 clients who are in need of our assistance. Since the BNRP program is already up and running, with its program partners and contractors, the City is well placed to start its revitalization by March of 2010. The Beacon Retrofit Ramp-up Program would be a great fit to the BNRP since it would allow us to completely address the energy issues of any building as we simultaneously address HQS issues. In addition, we would return to the previous 25 buildings and discuss energy issues in greater depth with these homeowners. The Retrofit program would be a great and vital addition to the City's ongoing revitalization efforts for years to come.

Sincerely,

Andre F. Caron
Housing Coordinator



P.O. Box 266 • 63 Central Street • Woodsville, NH 03785 • Telephone (603) 747-2735 • Fax (603) 747-3267

December 9, 2009

U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

**Re: DE-FOA-0000148 (Retrofit Ramp-up Program)
– Support for State of New Hampshire Application**

To Whom It May Concern:

This letter of support is in reference to the application for funding through the Retrofit Ramp-up Program being submitted by the New Hampshire Office of Energy and Planning. The Woodsville Guaranty Savings Bank wishes to participate in the community-wide effort of the Town of Plymouth, New Hampshire, to stimulate activities and investments that will achieve and sustain broad market participation and greater energy savings from efficiency improvements in residential, commercial, industrial and public buildings throughout the Town. We wish to work with other financial institutions, state and municipal authorities, community organizations, local and regional community-development agencies, business organizations, citizen groups, and other community institutions on a coordinated request for funding in support of the State's proposal.

We understand that a commitment of resources will be required for participation under such a proposal, and that a primary objective of the effort is to make available public funds as a stimulator of additional public and private resources on the local level. The Woodsville Guaranty Savings Bank is committed to the success of the New Hampshire proposal in the Town of Plymouth. We intend to participate in a joint effort with other State and community partners to ensure the program is a success.

Sincerely,

A handwritten signature in black ink, appearing to read "James E. Graham", is written over a light-colored background.

James E. Graham
President

cc: Joanne O. Morin, Director, New Hampshire Office of Energy and Planning



Donnalee Lozeau
Mayor
City of Nashua



December 9, 2009

U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

RE: DE-FOA-0000148, Retrofit Ramp-up Program

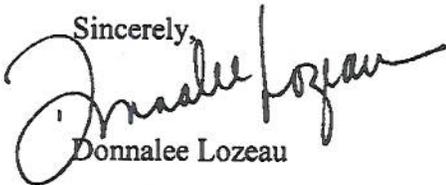
To Whom It May Concern:

The City of Nashua is proud to be one of the three New Hampshire communities chosen to work with the State of New Hampshire in its application for the Retrofit Ramp-Up Program offer through the U.S. Department of Energy. I believe because of the work already put in by the State's Energy Efficiency and Sustainable Energy Board, and by the commitment shown by the Cities of Berlin and Nashua, and the Town of Plymouth, the State is well positioned to be successful.

There are several programs underway in the City of Nashua which, in combination with the Retrofit Ramp-Up Program, will provide great energy savings for our residents and businesses, and reduce the City's carbon footprint. The City's recently awarded EECEBG funds, the Hillsborough County Weatherization Program, and the Housing and Urban Development-funded Neighborhood Stabilization and Lead Abatement Programs, will provide great opportunities for collaborating and realizing economies of scale. I anticipate the Retrofit Ramp-Up program will increase the availability of green jobs and create an environment that will draw investment and development in our community.

The City looks forward to partnering with the State and other Beacon Communities to create a sustainable program, and to reproducing our successes in communities throughout the State.

Sincerely,



Donnalee Lozeau

December 8, 2009

U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

RE: DE-FOA-0000148, Retrofit Ramp-up Program

Dear Reviewer:

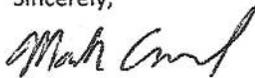
Ensuring Academic Success for Each Student: These are the words from the District's new strategic plan that best describe our shared vision for education in the Nashua community, and our commitment to each and every student. The quality of education in Nashua rests on a strong foundation of caring, dedicated and talented staff; a history of innovation and the desire to constantly improve teaching; an engaged and supportive community; and a student body rich in diversity.

Our students, parents and the community at-large are vital to our success. In fact, more than 250 invested stakeholders recently participated in 20 focus groups integral to the development of our five-year strategic plan. We are strengthened by their vested commitment to our City's youth, which brings me back to my opening comment, recognizing again the important, collective mission of our work... **Ensuring Academic Success for Each Student.** One of the areas that we have focused on is educating our students and allowing them a voice in improving the environmental impact of the District. We work closely with the Nashua Green Team and our own High School Green Teams in recycling, education, planting flowers at the local elementary schools, cleaning and mapping parks, and Earth Day Events across the city. Our High School students have built an environmental education program that is offered each year to a selected elementary school 5th grade class. This education program encourages elementary school children to recycle, learn about packaging, water and energy conservation, and the effects of waste run-off. The program has been hugely successful, but more important, student driven.

The Nashua School District is proactive in environmental and energy conservation. Ten years ago we became one of the first school districts in New Hampshire to institute a comprehensive energy conservation program with a dedicated energy manager, reducing our annual energy costs by almost twenty percent in the first four years of the program.

I am proud of the role Nashua's public schools play in making our City a great place to live, to raise a family, and to educate our schoolchildren. The City of Nashua is well positioned to successfully implement and develop sustainable programs for improved energy efficiency with the Retrofit Ramp-up Program. Thank you for your time and consideration of our application.

Sincerely,



Mark Conrad
Superintendent of Schools

MC:ktm

cc: Mayor Donnalee Lozeau

U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

RE: DE-FOA-0000148, Retrofit Ramp-up Program

December 7, 2009

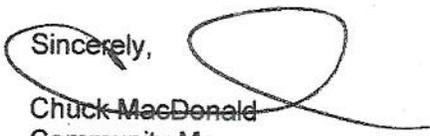
To Whom it May Concern:

Jensen's Inc. **owns and operates**, a manufactured home community in the City of Nashua, NH and recently learned of the City's pursuit of obtaining funding from the Department of Energy for the Retrofit Ramp-up Program. The City is pleased to be working in partnership with the State of New Hampshire's Office of Energy and Planning on this important initiative. We are pleased to provide this letter of commitment to work with the City should they be successful in receiving these much needed funds. We are currently working cooperatively with the City to upgrade sewer facilities at our community which includes 480 homes. We and the City, recognize the need to improve the quality of the housing stock in the city and more importantly to improve the quality of life for our residents. A majority of our homes (75%) are owned by people 55 plus in age with on fixed incomes. Funding mechanisms to assist them in retrofitting their homes to be more energy efficient would be a welcomed venture.

Our commitment is demonstrated by the fact that we will arrange meetings in our community room to educate and inform the residents of the program. We will also assist them in any application process that may be instituted. We will commit to providing some educational seminars to educate our residents and other members of the general public about energy efficient ideas they can implement. We will offer our meeting facilities room to conduct workshops with contractors, vendors or others who may be involved in this effort. We will learn about local banking institutions which may also partner with us in this effort and will provide opportunities for residents to meet with them, including providing transportation, if needed. We will produce a brochure or pamphlet to showcase our community, once the projects are completed, and document how cooperative efforts between private and public entities can be successfully accomplished.

We are committed to improving the quality of life for our residents and will work cooperatively with the city, and other program interest which may be applicable to our residents to maximize the goal of improved energy efficiency in the housing units in our community. Providing energy efficient housing to all, is a lofty goal, however we know how important it is and want to use our park to demonstrate a successful partnership between private and public efforts. We look forward to having this opportunity in the near future.

Sincerely,


Chuck MacDonald
Community Manager

cc:
Mayor Donnalee Lozeau



December 7, 2009

U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

**RE: DE-FOA-0000148 (RETROFIT RAMP-UP PROGRAM)
SUPPORT FOR STATE OF NEW HAMPSHIRE APPLICATION**

To Whom It May Concern:

I am writing to express the strong support of The Nashua Bank for the City of Nashua's involvement in the Beacon Communities Project and its application for funding through the Retrofit Ramp-up Program being submitted by the New Hampshire Office of Energy and Planning. This program will provide a unique opportunity for homeowners and commercial property owners with resources to fund energy efficiency improvements to their structures.

The Nashua Bank opened its doors in 2007 to provide banking solutions for small and medium sized businesses, consumers and professionals in the greater Nashua marketplace. Today, the Bank is governed by a directorate of fifteen and is owned by over 200 shareholders, most of whom live and work right here in our community.

As a local bank, we understand the importance of providing financing tools to help support local businesses and residents. This opportunity, to make available resources to help fund energy efficiency improvements, will help Nashua's property owners to save money and reduce energy use. The Nashua Bank will actively support this program by raising awareness of the resources and marketing these programs to our local customers.

Sincerely,

G. Frank Teas
President and CEO



December 7, 2009

U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

**Re: DE-FOA-0000148 (Retrofit Ramp-up Program)
– Support for State of New Hampshire Application**

To Whom It May Concern:

On behalf of The Greater Nashua Chamber of Commerce and its 700 business members, I am writing to express strong support for the City of Nashua's participation in the Beacon Communities Project and its application for funding through the Retrofit Ramp-up Program submitted by the New Hampshire Office of Energy and Planning. The Chamber recognizes this program as a unique opportunity to stimulate energy efficiency and create new jobs in a significant way despite the challenging economic climate. We believe that this project will be a model for other communities and will help the State Office of Energy and Planning bring this program to other surrounding communities in the southern NH region that are supported by our organization. The Chamber will actively support this program by hosting informational sessions for business leaders and will advertise the program through our various media channels.

I am confident this Retrofit Ramp-Up program will enhance energy conservation and efficiency in Nashua, and will be an excellent supplement to the City's existing resources available for expanding businesses or businesses looking to relocate to Nashua.

Sincerely,

J. Christopher Williams
President and CEO



★ GREAT AMERICAN DOWNTOWN

92 Main Street, Suite 101
Nashua, NH 03060
603.883.5700

www.downtownnashua.org

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Triangle Credit Union

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Greg Stevens
Stella Blu

Barb Tremlett
The Holistic Self Care Center

J. Christopher Williams
Greater Nashua Chamber of Commerce

Stephen Williams
Unums

Staff

Sue Butler
Executive Director

Jacqui Lantagne
Marketing & Events Assistant

December 7, 2009

U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

**Re: DE-FOA-0000148 (Retrofit Ramp-up Program)
– Support for State of New Hampshire Application**

To Whom It May Concern:

I am writing to express Great American Downtown's enthusiastic support for the City of Nashua's involvement in the Beacon Communities Project and its application for funding through the Retrofit Ramp-up Program being submitted by the New Hampshire Office of Energy and Planning.

Our organization, Great American Downtown, serves as downtown Nashua's revitalization organization. We work very closely with the City on several projects to enhance the heart of our city. Nashua is an old city with old infrastructure that is inefficient and in desperate need of repair or upgrades. This program to introduce energy efficiency on a large scale will be valuable to our members since many are property owners whose buildings were built prior to 1920.

We have the capability to rally our membership, and are committed to partnering with the City of Nashua to provide outreach and marketing of this important program. We have space on our website and e-newsletter to advertise the program, and can provide assistance in developing a marketing campaign aimed at the Downtown merchants and property owners.

Sincerely,

Sue Butler
Executive Director
Great American Downtown
92 Main St., Ste. 101 Nashua, NH 03060
(Phone) 603.883.5700



United High School Green Team
 10 Groton Road
 Nashua, N.H. 03063

U.S. Department of Energy
 1000 Independence Ave., SW
 Washington, D.C. 20585

RE: DE-FOA-0000148, Retrofit Ramp-up Program

December 7, 2009

Dear Reviewer:

We are a group of students from Bishop Guertin, Nashua North and Nashua South High Schools in the third year of the United High School Green Team (UHS). The United High School Green Team is part of Educators Alliance Seeking Excellence (EASE), which is a not-for-profit 501(C) 3 organization that is building a network of local educators and business professionals to create a vital service for students and educators. Although we are not certain, we believe that this team is the first to have all three high schools united in a common cause.

The UHS team works closely with a group of educators, local businesses and the different school administrations who are willing to allow us to make our own decisions, learn from our mistakes and successes, and guide us to ensure that the proper protocols are being followed. The team is made up of student officers from each school: a chairperson and three directors each focused on a separate operation: Education, Energy Conservation, Recycling and Special Events. Each School Chairperson will Chair the monthly meetings for three months during the academic year ensuring that there is an equal voice for each school. In these meeting we share ideas, discuss issues, seek each other's help in making our schools more environmentally friendly, and agree on joint projects within the Greater Nashua Community. Some of our past projects have included working with University of New Hampshire learning how to use GIS units to map trails on local parks, collect the data, provide the data to the Tax Assessors Office to create the map, and work with Department of Public Works to clean the park. We have built an education program for the elementary schools that we present every spring to the elementary school selected by the School Department, we have helped the elementary schools start recycling programs and plant flowers and trees. We set up a recycling program at the School District Head Quarters. We have built robust recycling in our own high schools and we continue to seek ways of conserving energy in our buildings.

This year we are looking forward to helping the City of Nashua role out the N.E. Carbon Challenge Awareness Campaign and we are hoping that we can help the Mayor and the City role out the retrofit program, if selected by the Department of Energy. We are so excited to have a Mayor that takes the time to meet with us and the Greater Nashua Community that believe in our abilities. We are proud of the students that came before us and founded the United High School Green Team and we believe that these two programs will allow us to pass the baton onto the next United High School Team to do even greater things. We thank you in advance for considering our Great City and we promise you that we will not let you down.

With the Greatest Respect,

[Handwritten signatures]
 Sydney Perone Nicholas Benedek
 Ruzel Shah Olivia Lovenstein
 Justin Dixon Allyson Anderson [Signature]

The United High School Green Team

cc: Mayor Donnalee Lozeau

U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

RE: DE-FOA-0000148, Retrofit Ramp-up Program

December 7, 2009

To Whom it May Concern:

The City of Nashua is well positioned to successfully implement and develop sustainable programs for improved energy efficiency in residential, commercial, industrial and municipal buildings in the city, if successful in their application for funding from the Retrofit Ramp-up Program. The City is pleased to be working in partnership with the State of New Hampshire's Office of Energy and Planning on this important initiative. We are poised for this success because the City has a history of being proactive on many fronts, and has the commitment of the Nashua Green Team. The Nashua Green Team was established in 2006 with the passage of a city ordinance. Since its inception, the Green Team has taken an active role in promoting, educating and creating awareness for sound energy and environmental decision making within City Government and the greater Nashua community. The Green Team is comprised of representatives from city government and the local citizenry. It seeks to advise key policy makers on making environmentally responsible decisions on behalf of the City. The Green Team has also actively involved the School District with the formation of the United Green Team, and their efforts are outstanding. A letter of commitment from the Nashua School District Superintendent further documents this cooperative relationship and the many successes of their efforts.

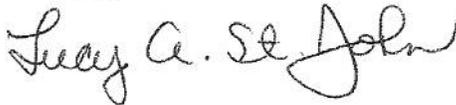
In addition to the success of working with many students in the local school district, the Nashua Green Team business roundtable provides a forum to engage the business community in developing partnership with other businesses and others in the community. These collaborative efforts are ongoing. The Green Team is also engaged in upgrading their website, which will continue to be a vehicle for all members of the public to learn about green efforts, including but not limited to improving energy efficiency in homes, businesses and other places. The Green Team has conducted research of the efforts of other cities, including the successful program implemented in Plymouth, NH. Nashua will emulate some of these efforts and will also commit to sharing their successes with other communities as well.

The Nashua Green Team is currently undertaking an initiative to engage the entire Nashua community in a carbon challenge awareness campaign. The Nashua Green Team is committed to implementing the Nashua Green Team Energy Action Plan of 2007. The Green Team is delighted to have a Mayor who is committed to working with Green Team and in active in developing other initiatives for improved energy efficiency in the City.

The Green Team is committed to assisting the city in efforts to promote the energy retrofiting of all buildings. The Nashua Green Team is truly excited about this funding opportunity, and is committed to working with the city to promote the program. We understand, how we can "reenergize" a community, one building at a time. We look

forward to partnering with you and others in this effort. We appreciate having the opportunity to show our commitment to energy conservation efforts through this retrofit program. The DOE will not be disappointed once they see all that we will do to successfully implement this program. We look forward to hearing the City's good news in March 2010.

Sincerely,

Lucy A. St. John, AICP
Deputy Planning Manager/
Environment/Planning
Co-Chair Nashua Green Team

Denis Gleeson
CEO Nature of Things
Co-Chair Nashua Green Team

cc:

Mayor Donnalee Lozeau



40 East Pearl Street, First Floor
Nashua, New Hampshire 03060-3462
Telephone: 603.883.5661 Fax: 603.598.3750 TDD/TTY: 800.545.1833 x139

December 9, 2009

U. S. Department of Energy
1000 Independence Avenue, SW
Washington, DC 20585

To Whom It May Concern:

As Nashua Housing Authority's (NHA) executive director, I am pleased to write this letter to show my commitment to the City of Nashua as it embarks on a major partnership with the State of New Hampshire's Office of Energy and Planning. The Department of Energy's Retrofit Ramp-Up Program will provide much needed resources to stimulate energy efficiency on a grand scale in Nashua. As an organization that manages over 650 units in 100 buildings and administers the Section 8 Housing Choice Voucher Program (HCVP), we have a pool of over 1,500 families, many of which would benefit greatly from energy upgrades through reduced energy bills.

The NHA will work with the City of Nashua and the State of New Hampshire to bring as many residential buildings into the Program as possible. NHA is committed to setting an example for other residential property owners to make the changes needed for a more sustainable existence.

I look forward to working with the leaders in the Beacon Communities project and this Retrofit Ramp-Up Program. I believe this Program is an important and worthwhile investment.

Very truly yours,

George F. Robinson
Executive Director

lac

Rodgers Mobile Home Parks, Inc.

843 West Hollis Street
Nashua, New Hampshire 03062

603-882-3285
Fax: 603-881-8631

December 7, 2009

U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

RE: DE-FOA-0000148, Retrofit Ramp-up Program

To Whom it May Concern:

Rodgers Mobile Home Park, Inc., owner and manager of four manufactured housing communities in Nashua, NH, has recently learned of the City of Nashua's pursuit of obtaining funds from the Department of Energy for the Retrofit Ramp-up Program. The City is pleased to be working in partnership with the State of New Hampshire's Office of Energy Planning on this important initiative. I am pleased to provide this letter of commitment to work with the City of Nashua and State of New Hampshire should they be successful in receiving these much needed funds. We and the City recognize the need to improve the quality of the housing stock in the city, and more importantly, to improve the quality of life for our residents. Approximately 40% of our residents are elderly, and many are on fixed incomes. Many others are hard working families, striving to make ends meet in these difficult economic times. Funding mechanisms to assist them in retrofitting their homes to be more energy efficient would be a welcomed venture.

Rodgers Mobile Home Parks, Inc.'s commitment to this program will include hosting educational meetings to spread awareness and interest. We will aid our residents in completing any requisite applications or filings. We will commit to providing education and aid to our residents to help in identifying features and components of their manufactured homes that will yield benefits from upgrades and improvements. We will establish and promulgate a database of local vendors, contractors, lenders, and the like who may partner with us in this effort to assist our residents and other members of the general public. If necessary, we can consolidate purchases and contracts, using the resultant economies of scale to obtain discounted pricing for our residents. We are willing to produce a brochure or pamphlet to showcase our communities once the projects are completed, and document how cooperative efforts between private and public entities can be successfully accomplished. As a Governor appointed member of New Hampshire's Board of Manufactured Housing, I feel I am in a unique position to disseminate such a success story to other community operators and the public at large.

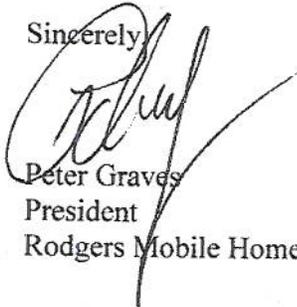
Rodgers Mobile Home Parks, Inc.

843 West Hollis Street
Nashua, New Hampshire 03062

603-882-3285
Fax: 603-881-8631

Rodgers Mobile Home Parks, Inc. is committed to improving the quality of life for our residents and will work cooperatively with the City, State, and other program interests which may be applicable to our residents to maximize the goal of improved energy efficiency in the housing units of our communities. Providing energy efficient housing to all is a lofty goal. However, I know how important it is, and want to utilize our communities to demonstrate a successful partnership between private and public efforts. I look forward to having this opportunity in the near future.

Sincerely,



Peter Graves
President
Rodgers Mobile Home Parks, Inc.



Plymouth State
UNIVERSITY

Office of the President

10 December 2009

Mr. Eric Steltzer
Energy Policy Analyst
NH Office of Energy and Planning
43 Chenell Drive
Concord, NH 043301

Dear Mr. Steltzer,

I am writing to express Plymouth State University's strong support for the State of New Hampshire Retrofit/Ramp-Up Application being submitted to the US Department of Energy. Plymouth is proud to be recognized by the State of New Hampshire as a "Beacon Community" for its work on energy efficiency and we at PSU stand ready to assist the Town of Plymouth in very substantial ways in taking their efforts to the next level.

Plymouth State University is a vibrant regional comprehensive University that combines a heritage of teaching excellence with innovation in research and in community engagement. As a regional comprehensive university, Plymouth State University serves the state of New Hampshire and New England by providing well-educated graduates; by offering ongoing opportunities for graduate education and professional development; and by extending to communities partnership opportunities for cultural enrichment and economic development. In each of these roles, Plymouth State University has a special commitment of service to the North Country and Lakes Region of New Hampshire.

In the area of energy conservation, Plymouth State has led by example.

- As President, I signed the American College and University Climate Commitment, joining a broad effort by more than 650 of our nation's higher education institutions to address global warming by neutralizing their greenhouse gas emissions and accelerating research and educational efforts to equip society to re-stabilize the earth's climate.

- PSU has created the President's Commission on Environmental Sustainability, which is charged with creating and facilitating the implementation of a climate action plan to strive for carbon neutrality for the University.
- PSU has also put theory into practice with the creation of EcoHouse. The mission of EcoHouse is to demonstrate environmentally sustainable technology and historic preservation in a residential setting, to provide hands-on experiential learning opportunities to PSU students, to collect and disseminate information about sustainability, and to help others live in more sustainable ways.
- PSU is proud to be the home of Langdon Woods, PSU's newest residential hall, one of the first and largest residential halls in the country to be given LEED Gold certification, and the first college and university building in New Hampshire to receive LEED certification.
- PSU is currently building a state-of-the-art Ice Arena and Welcome Center, utilizing geothermal technology, which is estimated to pay for itself in energy savings in only eight years.

These efforts and many more have already resulted in energy savings for our campus. They have also provided the institution with a plan for further reductions that may yield a reduction of 50% of our greenhouse gas emissions by 2025.

PSU is committed to assisting the NH Beacon Communities Retrofit project. The following are several ways that we could be a committed partner for the project:

- **Development expertise:** Members of the PSU sustainability team are also vital contributing members of the Plymouth community, and their experience gained through the development and implementation of these and many other projects will be invaluable to the town-wide retrofit efforts. Bill Crangle, Director of Environmental Sustainability, is willing to serve as a member of the Plymouth Energy Reduction Council (PERC).
- **EcoHouse:** Eco House can:
 - Provide a home to involve students in a "green renovation" and installation of renewable energy systems;
 - Provide a location for workshops, seminars, and demonstrations of how the average single family home can be retrofitted for sustainable design;
 - Create a living laboratory for students and faculty to conduct experiments with sustainable design, alternative energy sources, and other technologies and ways of living;
 - Provide a location for students to "educate" each other and the public by providing tours of the house and monitoring its energy use.
- **Faculty Expertise:** Plymouth State is also home to the Center for the Environment and the Center for Rural Partnerships. These programs are collaborative efforts between Plymouth State University academic departments, government agencies and regional nonprofit organizations. The goal of the Center for the Environment is to address the

science, policies, culture and economics of the natural environment in northern New England through research, education and collaboration. The goal of the Center for Rural Partnerships is to connect the needs of rural communities with research and productive partnerships.

- **Student Expertise:** PSU offers both a Bachelor of Science and Master of Science in Environmental Science and Policy. Both programs strongly support student research and engagement. Both the Plymouth community and the PSU students will benefit through internship experiences for students working with Plymouth residents, businesses, and organizations.

We support the Town of Plymouth and the State of New Hampshire in this important project, and look forward to a more energy-efficient Plymouth.

Sincerely,



Sara Jayne Steen
President

Cc: Paul J. Philips, Town of Plymouth Energy Committee
Ray Gosney, Town of Plymouth Energy Committee
Bill Crangle, Director of Environmental Sustainability



603.536.5030
plymouthenergy.org

PO Box 753 ■ Plymouth ■ New Hampshire 03264

December 7, 2009

US Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

RE: DE-FOA-0000148, Retrofit Ramp-up Program

Dear Department of Energy,

The Plymouth area community is perfectly positioned to meet the goals you have laid out in your Funding Announcement for Energy Efficiency and Conservation Block Grants in part due to **your Department's initial seed grant of \$35,000 to our community five years ago.**

We are ready to hit the ground running. **We are beyond demonstration projects and public campaigns.** We have trained our contractors, educated our residents, established a municipal energy committee and **have created enthusiasm and pride around the goal of reducing our community's energy consumption one family, one building at a time.**

Our community has already undertaken many projects whose results have created not only a trained workforce but an unstoppable groundswell of interest in energy efficiency and renewable energy, **projects ranging from solar water heating at our homeless shelter to 135 residential renewable energy installations** to a new LEAD certified dorm at our University. (Please see the photo collage for project examples.)

But there is still much more work to do. **Our community has an on-going well defined measurable list of projects and action steps within all sectors:** Residential, Non-Profits, Churches, Commercial, Institutional and Municipal. These projects await further financial support in grants or loans and **we welcome federal participation to meet these goals.** Implementing these projects will create dozens of jobs in our community.

The Plymouth area is also **well positioned to demonstrate to other communities** around the nation how to transform the market barriers. Since the start of the Plymouth Energy Initiative it has been our goal to document our effort so other communities can duplicate our model's unique activities. Our existing ties with other communities will help us on the road to reaching this goal.

Please choose the Plymouth area for a Block Grant. **It will leverage the existing resources in our community perfectly and you'll see results within months!**

Sincerely,

Sandra Jones
Co-Director



December 11, 2009

To Whom It May Concern:

I am writing to you to voice my own and Speare Memorial Hospital's support for the town of Plymouth and the State of New Hampshire being considered and awarded funding through the US Department of Energy Retrofit Ramp-up Program. The selection of Plymouth as a Beacon Community among the many worthy communities within New Hampshire is an honor. Speare Memorial Hospital agrees with this selection and welcomes the opportunity to forward the advancement of knowledge, energy conservation and improvements.

Speare Memorial Hospital has been proactive in our ongoing pursuit of an energy efficient campus. Over the past 15 years Speare has undertaken water saving improvements, major lighting upgrades, building envelope modifications and recently initiated the purchase of a portion of green electricity on the open market. During our last building project we held preliminary investigations into the potential use of geothermal and wind to be part of our building infrastructure. Our philosophy of energy conservation and the pursuit of renewable energy initiatives is an opportunity that may gain additional momentum through the benefits this program may afford to our general community.

In addition, the potential of Plymouth's mentoring other New Hampshire municipalities through the sharing of lessons learned, energy management tools and models is a worthy program byproduct. We are proud to be a part of this collaborative process with our community neighbors. We at Speare are interested in supporting this philosophy of energy conservation and upgrades through future projects that this program may make possible. We live in a time when choices can make all the difference in the future of our neighborhoods, our communities and the world.

Sincerely,

Lloyd Berry
Facility Services Director
Speare Memorial Hospital
Plymouth, NH 03264
DD (603)238-6482

16 Hospital Road
Plymouth, NH 03264
(603) 536-1120
www.spearehospital.com

December 10, 2009

Mr. Eric Steltzer
Energy Policy Analyst
NH Office of Energy and Planning
43 Chenell Drive
Concord, NH 043301

Dear Mr. Steltzer:

I am writing in support of the Energy Retrofit Grant being submitted by the State of New Hampshire Office of Energy and Planning.

As a small business owner in the Town of Plymouth, NH, containing energy costs are of great concern to me, and critical to the sustainability of my businesses, a restaurant and market which is located in a 15,000 square foot, three level building, built in 1893. Recently, we partnered with the NH Electric Cooperative for an Energy Audit. As a result of that audit, our business has completed the following energy upgrades:

- Boiler: Through consultation with PAREI and Dead River Oil Company, we replaced our 25 year old boiler with three energy-efficient Buderus Commercial boilers.
- Refrigeration: Through consultation with the NH Electric Coop and National Resource Management, we replaced condenser fans and installed a cooler economizer to bring in cold air from the outside..
- Lighting: We installed LED lighting in walk-in coolers, which replaced high-energy fluorescent tube bulbs and electronic ballasts.

As I understand the impact of this grant, the NH Community Development Finance Authority would administer these Energy Retrofit funds as a revolving loan fund. The energy savings to my business thus far have been significant, and this type of low-interest loan fund would enable me to pursue additional energy projects for my business, such as:

- Lowering air conditioning costs
- Alternative methods to heat hot water
- Roof insulation
- Energy-efficient lighting

Thank you for your efforts to pursue this funding. I wait with great interest and look forward to the possibility of applying for funding.

Sincerely,

Scott Biederman SA

Scott Biederman
The Rollins Block
Chase Street Market and Biederman's Deli



Plymouth Village Water & Sewer District
227 Old North Main Street Plymouth, NH 03264-1624
Tel: (603) 536-1733 Fax: (603) 536-1734

RECEIVED

DEC 10 2009

**OFFICE OF ENERGY
AND PLANNING**

December 8, 2009

U.S. Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

**Re: DE-FOA-0000148 (Retrofit Ramp-up Program)
– Support for State of New Hampshire Application**

To Whom It May Concern:

This letter of support is in reference to the application for funding through the Retrofit Ramp-up Program being submitted by the New Hampshire Office of Energy and Planning. Plymouth Village Water and Sewer District is an independent community district. We envision working with the Beacon Community Ramp-up program through demonstration projects at our facilities that model energy efficiency and alternative energy options that will benefit our ratepayers, by reducing operations and maintenance costs. We will market these initiatives and options through our website, as inserts in our billing statements, in our Chamber of Commerce newsletter announcements, and in our regular programming on local public cable access TV.

We understand that a commitment of resources will be required for participation under such a proposal.

Sincerely,

Richard Flanders, Commissioner and Chair

Judith D'Aleo, Commissioner

J. Steve Kahl, Commissioner

December 7, 2009

United States Department of Energy
1000 Independence Ave., SW
Washington, D.C. 20585

**Re: DE-FOA-0000148 (Retrofit Ramp-up Program)
- Town of Plymouth's Support for State of New Hampshire Application**

To Whom It May Concern:

We write in support of the Town of Plymouth's participation in the grant application being submitted by the New Hampshire Office of Energy and Planning for funding through the U.S. Department of Energy's Retrofit Ramp-up Program. We are excited at the potential to bring needed funding to improve the energy efficiency and sustainability of our town's residential, commercial, municipal and institutional building stock. And we are proud that this effort is being undertaken through a collaborative process involving our Town Energy Committee and a diverse array of citizens groups, businesses, public utilities, the state university, the Spears Memorial Hospital, and the banks and financial institutions who all call the Town of Plymouth home.

The Town of Plymouth very much wishes to participate in this community-wide effort, which will stimulate activities and investments to achieve and sustain broad market participation and greater energy savings from buildings throughout the town. The Town of Plymouth is committed to the success of the State of New Hampshire's application, and we look forward to participating in this joint effort with our State and community partners to ensure the program is a success.

Sincerely,



Charles Buhrman, Chairman
Town of Plymouth Board of Selectmen



Paul Freitas, Town Administrator
Town of Plymouth

cc: Joanne O. Morin, Director, New Hampshire Office of Energy and Planning

New Hampshire Beacon Community Proposal
Combined Program

NH CDFA Only

	PROGRAM COSTS			
	Year 1	Year 2	Year 3	Total
a. Personnel	552,000	574,080	597,043	1,723,123
b. Fringe Benefits	225,342	244,249	265,095	734,686
c. Travel	12,540	12,540	12,540	37,620
d. Equipment	0	0	0	0
e. Supplies	18,500	19,055	19,627	57,182
f. Contractual	0	0	0	0
g. Construction	0	0	0	0
h. Other Direct Costs	122,500	92,700	95,481	310,681
h2. Loan/Grant Capital	\$3,000,000	\$6,000,000	\$6,260,519	15,260,519
i. Total Direct Charges	3,930,882	6,942,624	7,250,305	18,123,811

NH OEP Only

	PROGRAM COSTS			
	Year 1	Year 2	Year 3	Total
a. Personnel	0	0	0	0
b. Fringe Benefits	0	0	0	0
c. Travel	0	0	0	0
d. Equipment	0	0	0	0
e. Supplies	0	0	0	0
f. Contractual	0	0	0	0
g. Construction	0	0	0	0
h. Other Direct Costs	0	0	0	0
h. Other	0	0	0	0
i. Total Direct Charges	0	0	0	0

NH CDFA Only

	PROGRAM COSTS			
	Year 1	Year 2	Year 3	Total
a. Personnel	552,000	574,080	597,043	1,723,123
b. Fringe Benefits	225,342	244,249	265,095	734,686
c. Travel	12,540	12,540	12,540	37,620
d. Equipment	0	0	0	0
e. Supplies	18,500	19,055	19,627	57,182
f. Contractual	0	0	0	0
g. Construction	0	0	0	0
h. Other Direct Costs	122,500	92,700	95,481	310,681
h2. Loan/Grant Capital	3,000,000	6,000,000	6,260,519	15,260,519
i. Total Direct Charges	3,930,882	6,942,624	7,250,305	18,123,811

NH OEP Only

	PROGRAM COSTS			
	Year 1	Year 2	Year 3	Total
a. Personnel	0	0	0	0
b. Fringe Benefits	0	0	0	0
c. Travel	0	0	0	0
d. Equipment	0	0	0	0
e. Supplies	0	0	0	0
f. Contractual	0	0	0	0
g. Construction	0	0	0	0
h. Other Direct Costs	0	0	0	0
h. Other	0	0	0	0
i. Total Direct Charges	0	0	0	0

NH CDFA Only

	PROGRAM COSTS			
	Year 1	Year 2	Year 3	Total
a. Personnel	110,808	100,560	104,582	315,950
b. Fringe Benefits	47,076	45,803	49,611	142,490
c. Travel	13,125	12,909	12,995	39,029
d. Equipment	0	0	0	0
e. Supplies	2,250	2,318	2,387	6,955
f. Contractual	129,000	41,700	41,910	212,610
g. Construction	0	0	0	0
h. Other Direct Costs	98,000	42,248	42,912	183,160
i. Total Direct Charges	400,259	245,538	254,397	900,194
j. Indirect Charges				
j1. CDFA Program	101,466	102,746	107,887	312,099
j2. CDFA Admin	43,628	26,764	27,729	98,121
j3. OEP Admin	545,353	375,048	390,013	1,310,414
k. Totals				

NH OEP Only

	PROGRAM COSTS			
	Year 1	Year 2	Year 3	Total
a. Personnel	66,146	68,466	71,099	207,711
b. Fringe Benefits	52,752	56,438	61,489	170,679
c. Travel	1,073	1,073	1,073	3,219
d. Equipment	18,000	0	0	18,000
e. Supplies	2,383	2,352	2,421	7,156
f. Contractual	0	0	0	0
g. Construction	0	0	0	0
h. Other Direct Costs	15,023	12,431	12,293	39,747
i. Total Direct Charges	157,377	140,760	148,375	446,512
j. Indirect Charges				
j1. CDFA Program	42,035	37,597	39,631	119,263
j2. CDFA Admin	199,412	178,357	188,006	565,775
j3. OEP Admin				
k. Totals				

NH CDFA Only

	PROGRAM COSTS			
	Year 1	Year 2	Year 3	Total
a. Personnel	178,954	169,026	175,681	523,661
b. Fringe Benefits	99,828	102,241	111,100	313,169
c. Travel	14,198	13,982	14,068	42,248
d. Equipment	18,000	0	0	18,000
e. Supplies	4,633	4,670	4,808	14,111
f. Contractual	129,000	41,700	41,910	212,610
g. Construction	0	0	0	0
h. Other Direct Costs	113,023	54,679	55,205	222,907
i. Total Direct Charges	557,636	386,298	402,772	1,346,706
j. Indirect Charges				
j1. CDFA Program	101,466	102,746	107,887	312,099
j2. CDFA Admin	43,628	26,764	27,729	98,121
j3. OEP Admin	42,035	37,597	39,631	119,263
k. Totals	744,765	553,405	578,019	1,876,189

NH OEP Only

	PROGRAM COSTS			
	Year 1	Year 2	Year 3	Total
a. Personnel	730,954	743,106	772,724	2,246,784
b. Fringe Benefits	325,170	346,490	376,195	1,047,855
c. Travel	26,738	26,522	26,608	79,868
d. Equipment	18,000	0	0	18,000
e. Supplies	23,133	23,725	24,435	71,293
f. Contractual	129,000	41,700	41,910	212,610
g. Construction	0	0	0	0
h. Other Direct Costs	235,523	147,379	150,686	533,588
h2. Loan/Grant Capital	\$3,000,000	\$6,000,000	\$6,260,519	15,260,519
i. Total Direct Charges	4,488,518	7,328,922	7,653,077	19,470,517
j. Indirect Charges				
j1. CDFA Program	101,466	102,746	107,887	312,099
j2. CDFA Admin	43,628	26,764	27,729	98,121
j3. OEP Admin	42,035	37,597	39,631	119,263
k. Totals	4,675,647	7,496,029	7,828,324	20,000,000

NH CDFA Only

	PROGRAM COSTS			
	Year 1	Year 2	Year 3	Total
a. Personnel	730,954	743,106	772,724	2,246,784
b. Fringe Benefits	325,170	346,490	376,195	1,047,855
c. Travel	26,738	26,522	26,608	79,868
d. Equipment	18,000	0	0	18,000
e. Supplies	23,133	23,725	24,435	71,293
f. Contractual	129,000	41,700	41,910	212,610
g. Construction	0	0	0	0
h. Other Direct Costs	235,523	147,379	150,686	533,588
h2. Loan/Grant Capital	\$3,000,000	\$6,000,000	\$6,260,519	15,260,519
i. Total Direct Charges	4,488,518	7,328,922	7,653,077	19,470,517
j. Indirect Charges				
j1. CDFA Program	101,466	102,746	107,887	312,099
j2. CDFA Admin	43,628	26,764	27,729	98,121
j3. OEP Admin	42,035	37,597	39,631	119,263
k. Totals	4,675,647	7,496,029	7,828,324	20,000,000

NH OEP Only

	PROGRAM COSTS			
	Year 1	Year 2	Year 3	Total
a. Personnel	730,954	743,106	772,724	2,246,784
b. Fringe Benefits	325,170	346,490	376,195	1,047,855
c. Travel	26,738	26,522	26,608	79,868
d. Equipment	18,000	0	0	18,000
e. Supplies	23,133	23,725	24,435	71,293
f. Contractual	129,000	41,700	41,910	212,610
g. Construction	0	0	0	0
h. Other Direct Costs	235,523	147,379	150,686	533,588
h2. Loan/Grant Capital	\$3,000,000	\$6,000,000	\$6,260,519	15,260,519
i. Total Direct Charges	4,488,518	7,328,922	7,653,077	19,470,517
j. Indirect Charges				
j1. CDFA Program	101,466	102,746	107,887	312,099
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. NH CDFA salary structure
. NH CDFA salary structure

. NH CDFA salary structure

. NH CDFA salary structure
. NH CDFA salary structure

. NH OEP salary structure

PROGRAM STAFF BENEFITS - CDFA

	Budget Period 1			Budget Period 2			Budget Period 3			Grand Total
	Average Number of FTE's	Average Cost per FTE per Year	Total Annual Cost	Average Number of FTE's	Average Cost per FTE per Year	Total Annual Cost	Average Number of FTE's	Average Cost per FTE per Year	Total Annual Cost	
Benefits & Payroll Taxes										
FICA	10.4	7.65%	\$42,228	10.4	7.65%	\$43,917	10.4	7.65%	\$45,674	\$131,819
Health Insurance	10.4	\$11,506	\$119,660	10.4	\$12,886	\$134,019	10.4	\$14,433	\$150,101	\$403,780
Dental Insurance	10.4	\$1,026	\$10,670	10.4	\$1,108	\$11,524	10.4	\$1,197	\$12,446	\$34,640
Retirement Benefits		7.50%	\$41,400		7.50%	\$43,056		7.50%	\$44,778	\$129,234
Life & ADD Insurance	10.4	1.50%	\$8,280	10.4	1.50%	\$8,611	10.4	1.50%	\$8,956	\$25,847
Unemployment Taxes		0.08%	\$2,662		0.08%	\$2,662		0.08%	\$2,662	\$7,987
Workers Compensation			\$442			\$459			\$478	\$1,378
			<u>\$225,342</u>			<u>\$244,249</u>			<u>\$265,095</u>	<u>\$734,686</u>

Current Social Security/Medicare
Average of Current Insurance Rat
Average of Current Insurance Rat
Current CDFA Retirement Benefit
Current CDFA Rates
Current CDFA Cost
Current CDFA Cost

ADMINISTRATIVE STAFF BENEFITS

CDFA

FICA	2.1	7.65%	\$8,477	1.9	7.65%	\$7,693	1.9	7.65%	\$8,001	\$24,170
Health Insurance	2.1	\$11,506	\$24,051	1.9	\$12,886	\$24,707	1.9	\$14,433	\$27,672	\$76,431
Dental Insurance		\$1,026	\$2,145		\$1,108	\$2,125		\$1,197	\$2,294	\$6,564
Retirement Benefits		7.50%	\$8,311		7.50%	\$7,542		7.50%	\$7,844	\$23,696
Life & ADD Insurance	2.1	1.50%	\$1,662	1.9	1.50%	\$1,508	1.9	1.50%	\$1,569	\$4,739
Unemployment Taxes		\$1,120	\$2,341		\$1,120	\$2,147		\$1,120	\$2,147	\$6,636
Workers Compensation		0.08%	\$89		0.08%	\$80		0.08%	\$84	\$253
			<u>\$47,076</u>			<u>\$45,803</u>			<u>\$49,611</u>	<u>\$142,489</u>

Current Social Security/Medicare
Average of Current Insurance Rat
Average of Current Insurance Rat
Current CDFA Retirement Benefit
Current CDFA Rates
Current CDFA Cost
Current CDFA Cost

New Hampshire Office of Energy & Planning

FICA		7.65%	\$5,213		7.65%	\$5,238		7.65%	\$5,439	\$15,890
Health Insurance			\$32,047			\$35,409			\$39,470	\$106,926
Dental Insurance			\$2,190			\$2,418			\$2,695	\$7,303
Retirement Benefits			\$7,525			\$7,566			\$7,856	\$22,947
Life & ADD Insurance			\$29			\$28			\$28	\$85
Fringe			\$5,748			\$5,779			\$6,001	\$17,528
			<u>\$52,752</u>			<u>\$56,438</u>			<u>\$61,489</u>	<u>\$170,679</u>
			<u>\$99,828</u>			<u>\$102,241</u>			<u>\$111,100</u>	<u>\$313,168</u>

Current Social Security/Medicare
Based on current cost structure
Based on current cost structure

e Rate
tes w/ 12% Inflation
tes w/ 8% Inflation
its

e Rate
tes w/ 12% Inflation
tes w/ 8% Inflation
its

e Rate

PROGRAM STAFF TRAVEL - CDFA

	Budget Period 1			Budget Period 2			Budget Period 3			Grand Total
	Number of Trips	Miles per Trip	Mileage Reimbursement Rate	Number of Trips	Miles per Trip	Mileage Reimbursement Rate	Number of Trips	Miles per Trip	Mileage Reimbursement Rate	
Program Staff Trips between Home Office and Field Office										
Concord - Berlin	20	230	\$0.55	20	230	\$0.55	20	230	\$0.55	\$2,530
Concord - Plymouth	20	90	\$0.55	20	90	\$0.55	20	90	\$0.55	\$990
Concord - Nashua	20	70	\$0.55	20	70	\$0.55	20	70	\$0.55	\$770
Subtotal - Home/Field Office Trips			\$4,290			\$4,290			\$4,290	\$12,870
In-City Trips by Program Staff	500	30	\$0.55	500	30	\$0.55	500	30	\$0.55	\$8,250
Grand Total - Travel			\$12,540			\$12,540			\$12,540	\$37,620

\$7,590 Rates are based on current OMB
 \$2,970 Rates are based on current OMB
 \$2,310 Rates are based on current OMB

\$24,750 Rates are based on current OMB

\$37,620

ADMINISTRATIVE STAFF TRAVEL

CDFA

Administrative Staff Trips between CDFA Office and Field Office										
Concord - Berlin	50	230	\$0.55	50	230	\$0.55	50	230	\$0.55	\$6,325
Concord - Plymouth	50	90	\$0.55	50	90	\$0.55	50	90	\$0.55	\$2,475
Concord - Nashua	50	70	\$0.55	50	70	\$0.55	50	70	\$0.55	\$1,925
Administrative State Travel			\$10,725			\$10,725			\$10,725	\$32,175
DOE Project Review - 2 Staff			\$300			\$330			\$360	\$1,290
Air			\$229			\$1,415			\$243	\$4,247
Hotel - 3 Nights			\$71			\$439			\$75	\$1,317
Meals - 3 Days			\$2,400			\$2,184			\$2,270	\$6,854
Administrative State Travel			\$13,125			\$12,909			\$12,995	\$39,029

\$18,975 Rates are based on current OMB
 \$7,425 Rates are based on current OMB
 \$5,775 Rates are based on current OMB

\$32,175

\$1,290 Rates are based on current OMB
 \$4,247 Rates are based on current OMB
 \$1,317 Rates are based on current OMB

\$6,854

\$39,029

New Hampshire Office of Energy & Planning

Compliance & Monitoring Trips between OEP Office and Field Office										
Concord - Berlin	5	230	\$0.55	5	230	\$0.55	5	230	\$0.55	\$633
Concord - Plymouth	5	90	\$0.55	5	90	\$0.55	5	90	\$0.55	\$248
Concord - Nashua	5	70	\$0.55	5	70	\$0.55	5	70	\$0.55	\$193
Administrative State Travel			\$1,073			\$1,073			\$1,073	\$3,218
Total Administrative Travel			\$14,198			\$13,982			\$14,068	\$42,247

\$1,898 Rates are based on current OMB
 \$743 Rates are based on current OMB
 \$578 Rates are based on current OMB

\$3,218

\$42,247

: approved rates
: approved rates
: approved rates

: approved rates

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New Hampshire Office of Energy & Planning

Vehicle 1 \$18,000 Quote

PROGRAM SUPPLIES

	Budget Period 1	Budget Period 2	Budget Period 3	Grand Total
	Total Budget	Total Budget	Total Budget	Total
Expendables				
Office Supplies	\$15,000	\$15,450	\$15,914	\$46,364
Postage	\$2,000	\$2,060	\$2,122	\$6,182
Copier	\$1,500	\$1,545	\$1,591	\$4,636
	<u>\$18,500</u>	<u>\$19,055</u>	<u>\$19,627</u>	<u>\$57,182</u>

ADMINISTRATION SUPPLIES

CDFA

Expendables				
Office Supplies	\$1,000	\$1,030	\$1,061	\$3,091
Postage	\$1,000	\$1,030	\$1,061	\$3,091
Copier	\$250	\$258	\$265	\$773
	<u>\$2,250</u>	<u>\$2,318</u>	<u>\$2,387</u>	<u>\$6,955</u>

New Hampshire Office of Energy & Planning

Expendables				
Office Supplies	\$2,345	\$2,314	\$2,383	\$7,042
Cleaning Supplies	\$38	\$38	\$38	\$114
	<u>\$2,383</u>	<u>\$2,352</u>	<u>\$2,421</u>	<u>\$7,156</u>
	<u>\$4,633</u>	<u>\$4,670</u>	<u>\$4,808</u>	<u>\$14,111</u>

PROGRAM CONTRACTUAL

Budget Period 1		Budget Period 2		Budget Period 3	
Hours Billed	Rate	Total Cost	Hours Billed	Rate	Total Cost

No Program Contractual Services are anticipated

ADMINISTRATIVE CONTRACTUAL

Budget Period 1		Budget Period 2		Budget Period 3		Grand Total	
Hours Billed	Rate	Total Cost	Hours Billed	Rate	Total Cost		
Technical Advisor - Energy	1,000	\$125	\$125,000	300	\$125	\$37,500	\$200,000
A-133 Audit			\$4,000			\$4,410	\$12,610
			\$129,000			\$41,700	\$212,610

PROGRAM COSTS - CDFA

	Budget Period 1		Budget Period 2		Budget Period 3		Grand Total
	Unit	Total Budget	Unit	Total Budget	Unit	Total Budget	
Occupancy - Nashua							
Rent & Utilities		\$30,000		\$30,900		\$31,827	\$92,727 Size & Unit Cost based on historical averages with input from property management company]
Furnishings	2,000	\$2,000	\$0	\$0		\$0	\$2,000 Based on historical costs of fitting up an office
Insurance		\$200	\$206	\$212		\$212	\$618 Allocation of historical property/liability costs
Phone/Fax/Internet		\$4,800	\$4,944	\$5,092		\$5,092	\$14,836 Based on historical telecommunication costs
Occupancy - Berlin							
Rent & Utilities		\$22,500		\$23,175		\$23,870	\$69,545 Size & Unit Cost based on historical averages with input from property management company]
Furnishings	1,500	\$2,000	\$0	\$0		\$0	\$2,000 Based on historical costs of fitting up an office
Insurance		\$200	\$206	\$212		\$212	\$618 Allocation of historical property/liability costs
Phone/Fax/Internet		\$4,800	\$4,944	\$5,092		\$5,092	\$14,836 Based on historical telecommunication costs
Occupancy - Plymouth							
Rent & Utilities		\$22,500		\$23,175		\$23,870	\$69,545 Size & Unit Cost based on historical averages with input from property management company]
Furnishings	1,500	\$2,000	\$0	\$0		\$0	\$2,000 Based on historical costs of fitting up an office
Insurance		\$200	\$206	\$212		\$212	\$618 Allocation of historical property/liability costs
Phone/Fax/Internet		\$4,800	\$4,944	\$5,092		\$5,092	\$14,836 Based on historical telecommunication costs
Total - Occupancy		\$96,000		\$92,700		\$93,481	\$284,181
Non-Capital Equipment							
PC's/Laptops	10	\$2,000.00	\$0	\$0		\$0	\$20,000 Based on recent PC/laptop purchases
Copiers/Fax/Scanner	3	\$500.00	\$0	\$0		\$0	\$1,500 List price of small copiers - 1 for each field office
Telephones	10	\$5,000.00	\$0	\$0		\$0	\$5,000 List price for telephones and switches
Total - Non Capital Equipment		\$26,500		\$0		\$0	\$26,500
Grand Total - Other Direct Costs		122,500		92,700		95,481	310,681

ADMINISTRATIVE COSTS

CDFA

Occupancy - Home Office							
Rent & Utilities		\$21,630		\$22,279		\$22,279	\$64,909 Current cost allocation of CDFA home office
Furnishings		\$0	\$0	\$0		\$0	\$2,000 Based on historical costs of fitting up an office
Phone/Fax/Internet		\$618	\$634	\$634		\$634	\$1,852 Additional costs of home office equipment
PC's	2	\$4,000.00	\$0	\$0		\$0	\$4,000 Based on recent PC purchases
Telephones	2	\$400	\$0	\$0		\$0	\$400 Additional telephone sets on CDFA switch
Grant Management System		\$20,000	\$5,000	\$5,000		\$5,000	\$30,000 Set up and allocation of monthly fees for grant management system
Marketing & Advertising		\$30,000	\$10,000	\$10,000		\$10,000	\$50,000 Marketing and promotion of program including printed materials
Training & Information Events		\$20,000	\$5,000	\$5,000		\$5,000	\$30,000 Estimated costs of training and informational sessions to promote interest in the program
Total - Administrative Costs		\$98,000	\$42,248	\$42,912		\$42,912	\$183,160
IT Cost							
Furnishings & Equipment		\$6,244	\$6,159	\$6,343		\$6,343	\$18,746 Based on actual/projected costs
Fuel for Vehicle		\$3,010	\$0	\$0		\$0	\$3,010 Based on actual/projected costs
Vehicle Registration, Maint		\$2,132	\$2,196	\$2,262		\$2,262	\$6,590 Based on actual/projected costs
Rent		\$548	\$1,064	\$581		\$581	\$2,193 Based on actual/projected costs
ASA		\$2,733	\$2,675	\$2,755		\$2,755	\$8,163 Based on actual/projected costs
Cleaning		\$193	\$177	\$187		\$187	\$557 Based on actual/projected costs
Employee Assistance Program		\$119	\$116	\$120		\$120	\$355 Based on actual/projected costs
		\$44	\$44	\$45		\$45	\$133 Based on actual/projected costs
Total - IT Cost		\$15,023	\$12,431	\$12,293		\$12,293	\$39,747
Total - Administrative Costs		\$ 113,023	\$ 54,679	\$ 55,205		\$ 55,205	#####

New Hampshire Office of Energy & Planning