

Orange and Rockland Utilities, Inc.

Small Business Direct Install Program

Monthly Scorecard – February 2011

Section I. Basic Program Information

Basic information about each program must be provided for each program with the first monthly report and again whenever the program changes so that the current program information is up-to-date. Such basic information is separate from the data collected in the participant-level program-tracking database. The list of basic program information is as follows:

- a) Full program descriptions, including operation and procedures manuals, activities descriptions, and a description of program service territory; The **Small Business Direct Install Program** is designed to target energy efficient lighting measures in businesses using less than 100 kW of peak demand. O&R will contribute 70% of the installed cost of the measure in order to overcome the market barrier of up-front cost. The Program will be implemented throughout Orange and Rockland's service territory which includes Rockland County and portions of Orange and Sullivan Counties. Willdan Energy Solutions (WES), 245 Park Avenue, New York, NY 10167 executed a contract with O&R on November 4, 2009 for implementation services.
- b) Detailed descriptions of tracking system and tracking system operations, including data dictionaries; WES's customized database system, "SMART" – Subcontractor Management and Reporting Tool will be used to track all aspects of program participation. It will track customer data, provide project management of the field activities, and provide management reporting as needed.
- c) A detailed description or map of how data in the tracking system contributes to the monthly report. DPS should be able to take the program-tracking databases and relevant accounting information for a given utility or NYSERDA and reproduce the monthly report. See answer in section (b).

Program management and staff names, titles, work locations, phone numbers, fax numbers, and e-mail addresses;

Robert J. Melvin

Program Administrator – Customer Energy Services

Location: 390 W Rt. 59, Spring Valley, New York 10977

Phone: (845) 577-3373

Fax: (845) 577-3628

E mail: melvinr@oru.com

Charmaine Cigliano

Section Manager – Customer Energy Services

Location: 390 W Rt. 59, Spring Valley, New York 10977

Phone: (845) 577-3121

Fax: (845) 577-3628

E mail: ciglianoc@oru.com

- d) Program savings objectives; Savings objectives are to acquire durable savings in energy and peak demand among small to medium C&I customers with peak demands under 100 kW. Measures to be installed target lighting and incentives will include \$100 of free lighting measures and 70% of installed cost for additional measures. By year end 2011, the program energy savings goals are 34,345 MWh.

Section IV. Sample Narrative Report to be included with spreadsheet

Program Administrator: Bob Melvin
Program/Project: ORANGE & ROCKLAND – SMALL BUSINESS
DIRECT INSTALL PROGRAM
Reporting period: February 2011
Report Contact person: Charmaine Cigliano

1. Program Status

Program Performance Goals

(a) Describe and discuss circumstances that may have an impact on the achievement of project performance goals (positive or negative).

The Small Business Direct Install Program continues to be hampered by the sluggish economy, difficulty in reaching decision makers or owners at small businesses and confusion between our implementation contractor and alternate suppliers.

(b) Describe and discuss other key aspects of program performance goals that were not discussed in (a).

February 2011 monthly savings is 832 MWh which represents a 48% increase over January 2011 savings. Steady growth in the pipeline and response to our new marketing campaign and direct mail letters should increase savings in the coming months.

(c) Provide updates to the forecast of net energy and demand impacts. The forecast should be updated at least annually. Note and explain any discrepancies between the filed program goal and the latest forecast.

O&R has achieved 22% of its cumulative Program goal of 34,345 and is currently forecasting 65% achievement of the Program.

2. Program Implementation Activities. This section is designed to quantify major activities not captured in the progress spreadsheet.

(a) Marketing Activities

List and describe major marketing accomplishments. Describe activities in quantitative and qualitative terms. Provide copies of key marketing materials.

O&R mailed over 9,400 letters to eligible customers on February 24, 2011 and we currently have received over 200 customer requests for surveys from the mailing and we anticipate distributing another direct mail piece in April 2011. In addition to the mail campaign, O&R continues its teaser advertising in local business journals and its grass roots campaign by meeting with municipal, civic and business leaders to promote the Program.

O&R is working with its implementation contractor, Willdan, to redesign the sales kits for the field employees in an attempt to address the confusion in the field between alternate suppliers and Willdan.

(b) Evaluation Activities

List and describe evaluation activities. Compare them with goals and objectives established for the report period. Describe activities in quantitative and qualitative terms. O&R is currently performing a process evaluation on this program.

(c) Other Activities

None.

List and describe major accomplishments not captured in either the spreadsheet or this report. Describe work activities in quantitative and qualitative terms.

3. Customer Complaints and/or Disputes

Describe any customer disputes or complaints and how they have been resolved.

None.

4. Changes to Subcontractors or Staffing

Describe any staff or subcontractor/consultant changes.

None.

5. Additional Issues

There are no additional issues.

Orange & Rockland Utilities, Inc.

Residential HVAC – Gas Program

Monthly Scorecard – February 2011

Section I. Basic Program Information

Basic information about each program must be provided for each program with the first monthly report and again whenever the program changes so that the current program information is up-to-date. Such basic information is separate from the data collected in the participant-level program-tracking database. The list of basic program information is as follows:

- a) Full program descriptions, including operation and procedures manuals, activities descriptions, and a description of program service territory; The **Residential HVAC Gas Rebate Program** supports the installation of high efficiency gas boilers, furnaces, indirect water heaters as well as boiler reset controls, programmable thermostats and duct sealing. Incentives are offered directly to consumers and O&R works with contractors, distributors and trade allies to jointly promote these products and services to O&R customers. The Program is implemented throughout O&R's service territory which includes Orange and Rockland counties as well as portions of Sullivan County. Operation and procedural manuals were to be developed in coordination with the Implementation Contractor for both the electric and gas residential high efficiency HVAC programs. The termination of the electric program presented a barrier to this contracting process. Therefore, O&R has continued implementation of the gas HVAC rebate program internally and therefore, development of the procedural manuals, as well as other tasks originally proposed for the implementation contractor, is now done internally.
- b) Detailed descriptions of tracking system and tracking system operations, including data dictionaries; The Company anticipated utilizing the Implementation Contractor's tracking database tool, however, O&R has tracked all the data elements and has transferred all data to an internal database tracking system.
- c) A detailed description or map of how data in the tracking system contributes to the monthly report. DPS should be able to take the program-tracking databases and relevant accounting information for a given utility or NYSERDA and reproduce the monthly report. Since O&R has been processing rebates for this program since it began in July 2009, all data necessary to calculate measure savings has been tracked.
- d) Program management and staff names, titles, work locations, phone numbers, fax numbers, and e-mail addresses;

Scott Markwood

Program Administrator – Customer Energy Services

Location: 390 West Route 59, Spring Valley, NY 10977

Phone: (845) 577-3127

Fax: (845) 577-3628

E mail: markwoods@oru.com

Charmaine Cigliano

Section Manager – Customer Energy Services

Location: 390 West Route 59, Spring Valley, NY 10977

Phone: (845) 577-3121

Fax: (845) 577-3628

E mail: ciglianoc@oru.com

Section IV. Sample Narrative Report to be included with spreadsheet.

Program Administrator: Orange and Rockland – RESIDENTIAL HVAC Rebate PROGRAM – GAS
Program/Project:
Reporting period: February 2011
Report Contact person: Charmaine Cigliano

2. Program Status

Program Performance Goals

(a) Describe and discuss circumstances that may have an impact on the achievement of project performance goals (positive or negative).

The monthly Program savings achievement remains ahead of schedule, however, as expected is slowing as the heating season ends. A bill insert is scheduled for March to help maintain participation levels in the off-season. O&R continues to track budget levels and is monitoring rebate incentives to ensure the program is not oversubscribed.

(b) Describe and discuss other key aspects of program performance goals that were not discussed in (a).

While O&R anticipates achieving the additional incremental energy goal resulting from the July 2010 Order, the Company has already achieved 100% of the original 2011 cumulative goal in October 2010 ahead of schedule while remaining under budget.

(c) Provide updates to the forecast of net energy and demand impacts. The forecast should be updated at least annually. Note and explain any discrepancies between the filed program goal and the latest forecast.

No change.

2. Program Implementation Activities This section is designed to quantify major activities not captured in the progress spreadsheet.

(a) Marketing Activities

List and describe major marketing accomplishments. Describe activities in quantitative and qualitative terms. Provide copies of key marketing materials. O&R continued its effective grass roots campaign as detailed below:

- February 8, 2011 – O&R staff conducted an energy education talk at the Thrall Library in Middletown for the Mid-Hudson Energy Smart Communities group. Also included were presentations from the local weatherization agency, solar installers and NYSERDA.
- February 11 – 13, 2011 – O&R staffed an informational booth and conducted an energy education presentation at the Rockland County Home Show.

(b) Evaluation Activities

List and describe evaluation activities. Compare them with goals and objectives established for the report period. Describe activities in quantitative and qualitative terms.

O&R's third party evaluation vendor continues to conduct telephone surveys to both participating and non-participating customers and contractors to gather program information. This has resulted in additional contractors becoming interested in the program.

List and describe major accomplishments not captured in either the spreadsheet or this report. Describe work activities in quantitative and qualitative terms.

3. Customer Complaints and/or Disputes

Describe any customer disputes or complaints and how they have been resolved.

There have been no customer disputes or complaints to date.

4. Changes to Subcontractors or Staffing

Describe any staff or subcontractor/consultant changes.

There have been no changes.

5. Additional Issues

There are no additional issues.

Orange and Rockland Utilities, Inc.

**Commercial & Industrial Existing Buildings
Program**

Monthly Scorecard – February 2011

Section I. Basic Program Information

Basic information about each program must be provided for each program with the first monthly report and again whenever the program changes so that the current program information is up-to-date. Such basic information is separate from the data collected in the participant-level program-tracking database. The list of basic program information is as follows:

- e) Full program descriptions, including operation and procedures manuals, activities descriptions, and a description of program service territory; The **Commercial & Industrial Existing Buildings Program** is designed to encourage commercial and industrial customers to install high-efficiency equipment in their facilities. The program offers both prescriptive and custom rebates. Financial incentives are based on 50% of the incremental measure cost for installing high-efficiency heating, cooling, and ventilation equipment, or for upgrading lighting, motors and variable speed drives. The custom component of the program is designed to offer customers rebates for cost-effective measures or projects that are not covered by the prescriptive rebates. Rebate levels will be determined based on economic customer payback based on the guidelines from the October 23, 2009 Order. The approved budget is \$4,358,626 to attain a cumulative annual savings of 14,458 MWh through 2011. Customers who participate must contribute to the System Benefits Charge.
- f) Detailed descriptions of tracking system and tracking system operations, including data dictionaries; O&R will track all the data elements and is now in the process of developing an internal database tracking system. The tracking database will include all customer and measure specific data necessary identified in Section II A. Table 1.
- g) Program management and staff names, titles, work locations, phone numbers, fax numbers, and e-mail addresses;
 - Steven Orman
Program Administrator – Customer Energy Services
Location: 390 W Rt. 59, Spring Valley, New York 10977
Phone: (845) 577-3694
Fax: (845) 577-3628
E mail: ormans@oru.com
 - Charmaine Cigliano
Section Manager – Customer Energy Services
Location: 390 W Rt. 59, Spring Valley, New York 10977
Phone: (845) 577-3121

Fax: (845) 577-3628

E mail: ciglianoc@oru.com

Section IV. Sample Narrative Report to be included with spreadsheet

Program Administrator: Steve Orman
Program/Project: ORANGE & ROCKLAND – COMMERCIAL &
INDUSTRIAL EXISTING BUILDINGS PROGRAM
Reporting period: February 2010
Report Contact person: Charmaine Cigliano

3. Program Status

Program Performance Goals

(a) Describe and discuss circumstances that may have an impact on the achievement of project performance goals (positive or negative).

Several winter storms have negatively impacted the timeline for anticipated projects. On-site meetings continued with facility managers to educate them on the value proposition of energy efficiency and increase program awareness so that when equipment upgrades are planned and undertaken, O&R is consulted and the energy efficient replacement is selected.

(b) Provide updates to the forecast of net energy and demand impacts. The forecast should be updated at least annually. Note and explain any discrepancies between the filed program goal and the latest forecast.

Current energy savings are 870 MWh or 6% of the two year goal of 14,458 MWh. O&R anticipates difficulty in achieving the energy savings goal with the slow economic recovery and is forecasting 40% achievement of the goal cumulative 2011 goal by year-end.

2. Program Implementation Activities This section is designed to quantify major activities not captured in the progress spreadsheet.

(a) Marketing Activities

List and describe major marketing accomplishments. Describe activities in quantitative and qualitative terms. **Provide copies of key marketing materials.**

- A clubhouse is commencing lighting and air conditioner upgrades as part of a major renovation project
- A local facility is planning on a chiller replacement project
- Multiple energy efficiency projects are being planned for a large municipality

Outreach activities continued this past month and included a lunch and learn session on the Program for building site managers of a community health center. O&R also attended a Rockland Business Association luncheon to promote the Program on Feb 17.

(b) Evaluation Activities

List and describe evaluation activities. Compare them with goals and objectives established for the report period. Describe activities in quantitative and qualitative terms.

Process evaluations are on hold until a larger sample of participating customers is available.

3. Customer Complaints and/or Disputes

Describe any customer disputes or complaints and how they have been resolved.

There have been no customer complaints to date.

4. Changes to Subcontractors or Staffing

Describe any staff or subcontractor/consultant changes.

There have been no subcontractor/consultant changes to date.

5. Additional Issues

There are no additional issues.

Program Administrator (PA) and Program ID ¹	O&R HVAC-Gas
Program Name	Residential HVAC-G Rebate Program
Program Type ²	Downstream
Total Acquired First-Year Impacts This Month³	
Net first-year annual kWh acquired this month ⁴	NA
Monthly Net kWh Goal (based on net first-year annual ⁵ kWh Goal)	NA
Percent of Monthly Net kWh Goal Acquired	NA
Net Peak ⁶ kW acquired this month	NA
Monthly Net Peak kW Goal	NA
Percent of Monthly Peak kW Goal Acquired	NA
Net First-year annual therms acquired this month	10,786
Monthly Net Therm Goal	8,943
Percent of Monthly Therm Goal Acquired	120.6%
Net Lifecycle kWh acquired this month	NA
Net Lifecycle therms acquired this month	213,342
Total Acquired Net First-Year Impacts To Date	
Net first-year annual kWh acquired to date	NA
Net first-year annual kWh acquired to date as a percent of annual goal	NA
Net first-year annual kWh acquired to date as a percent of 8-year goal	NA
Net cumulative kWh acquired to date	NA
Net utility peak kW reductions acquired to date	NA
Net utility peak kW reductions acquired to date as a percent of utility annual goal	NA
Net utility peak kW reductions acquired to date as a percent of 8-year goal	NA
Net NYISO peak kW reductions acquired to date	NA
Net first-year annual therms acquired to date	215,726
Net first-year annual therms acquired to date as a percent of annual goal (revised)	80.4%
Net first-year annual therms acquired to date as a percent of 8-year goal (revised)	30.2%
Net cumulative therms acquired to date	215,726
Total Acquired Lifecycle Impacts To Date⁷	
Net Lifecycle kWh acquired to date	NA
Net Lifecycle therms acquired to date	3,830,994
Committed⁷ Impacts (not yet acquired) This Month	
Net First-year annual kWh committed this month	NA
Net Lifecycle kWh committed this month	NA
Net Utility Peak kW committed this month	NA
Net first-year annual therms committed this month	7,761
Net Lifecycle therms committed this month	159,616
Funds committed at this point in time	\$11,908
Overall Impacts (Acquired & Committed)	
Net first-year annual kWh acquired & committed this month	NA
Net utility peak kW acquired & committed this month	NA
Net First-year annual therms acquired & committed this month	18,547
Costs⁸	
Total program budget (revised per June 24th Order)	\$1,024,944
General Administration	\$0
Program Planning	\$0
Program Marketing	\$1,236
Trade Ally Training	\$0
Incentives and Services	\$21,544
Direct Program Implementation	\$3,953
Program Evaluation	\$3,036
Total expenditures to date	\$632,121
Percent of total budget spent to date	61.7%
Participation	
Number of program applications received to date	890

Number of program applications <i>processed</i> to date ⁹	839
Number of processed applications <i>approved</i> to date ¹⁰	74
Percent of applications received to date that have been processed	94%

NOTES:

¹DPS Staff needs to work with utilities to develop a Program ID naming convention. However, a Program ID number is not required for the first report. Note that when developing program ID naming conventions, utilities would like to minimize computer programming/reporting costs that they might incur if the proposed naming conventions are complex or the utility's current naming conventions require modification to Staff's proposed format.

²There is not currently a consistent list of program types but individual categories for common use by administrators could be developed.

³First-year savings are defined as the annual savings expected from a given measure in the first year after installation. The annual savings are sometimes the result of annualizing estimated savings that are based on data that cover less than one year. *Acquired* kWh savings are defined as those savings that reported by the program administrator in program tracking databases and for which a rebate check has been sent to the participant on a specific date.

⁴Regardless of the month in which a measure is installed within a given calendar year, the program is credited with the associated savings for the entire year.

⁵Program Administrators should make best estimate of the annual goal even though the goal might in some cases cover two calendar years. Also, Staff wants administrators to try to be as accurate as possible in determining the *monthly* goals but does not want to mandate monthly goals, at least initially.

⁶Peak is defined uniquely for each utility.

⁷The lifecycle savings are tracked beginning in the *year* in which a given measure was installed. Over the period 2008-2015, PA's must take into account the fact that savings from measures installed early in the period will vanish at the end of their useful life before the end of 2015. Thus, the lifecycle impacts acquired to date will be different for each month as a function of adding savings from measures installed in a given month and subtracting savings from measures installed earlier in the funding cycle that have reached the end of their useful life.

⁸Committed savings are defined as those for which funds have been encumbered by not yet spent. When the funds are spent (i.e., a rebate check has been sent to the participant on a specific date), the savings are then considered "acquired." Staff would like to see the program administrator's best *estimate* of what they have committed. There should be some assumptions on how the administrator does that. Program administrators should forecast as accurately as possible and it should get more precise with program experience, e.g., the difference between achieved and committed should get closer over time.

⁹These are the budget categories to be used by companies when submitting the required energy efficiency program implementation plans. In its January 16, 2009 Order, the Commission directed Staff to provide definitions for the budget categories to be used in the preparation of these plans (See Order Approving "Fast Track" Utility-Administered Electric Energy Efficiency Program With Modification, at page 11). These categories are provided to promote consistency in budget construction and reporting among the utility plans.

Companies should include a "description of expenditures within each category" (See Order Approving "Fast Track" Utility-Administered Electric Energy Efficiency Program With Modification, at page 11) and separately quantify each item within each category. These expenditures must include and identify all direct and indirect costs attributable to each program category. Companies must provide the basis of allocation for all indirect costs.

Companies should identify whether each cost item is to be recovered through the SBC surcharge, base rates, or other recovery mechanism (e.g., monthly adjustment charges).

¹⁰An application is processed once the PA has reviewed the application and made a decision whether to approve the incentive payment to the customer. Once the decision has been made to pay the incentive to the customer, these funds and their associated energy and demand impacts become "Committed."

¹¹The application is approved once the decision has been made to pay the incentive to the customer. Note that these funds and their associated energy and demand impacts become "Committed" once this decision is made. Also note that for programs in which there are ases in which an application could be received, processed, and approved all in one day, then a "1" would be counted for each step in the tracking lifecycle.

Program Administrator (PA) and Program ID ¹	O&R SBDI
Program Name	Small Business Direct Install
Program Type ²	Downstream
Total Acquired First-Year Impacts This Month³	
Net first-year annual kWh acquired this month ⁴	832,355
Monthly Net kWh Goal (based on net first-year annual ⁵ kWh Goal)	1,107,903
Percent of Monthly Net kWh Goal Acquired	75%
Net Peak ⁶ kW acquired this month	248.2
Monthly Net Peak kW Goal	197.7
Percent of Monthly Peak kW Goal Acquired	126%
Net First-year annual therms acquired this month	NA
Monthly Net Therm Goal	NA
Percent of Monthly Therm Goal Acquired	NA
Net Lifecycle kWh acquired this month	10,522,645
Net Lifecycle therms acquired this month	NA
Total Acquired Net First-Year Impacts To Date	
Net first-year annual kWh acquired to date	7,486,437
Net first-year annual kWh acquired to date as a percent of annual goal	22%
Net first-year annual kWh acquired to date as a percent of 8-year goal	8%
Net cumulative kWh acquired to date	7,486,437
Net utility peak kW reductions acquired to date	1949.7
Net utility peak kW reductions acquired to date as a percent of utility annual goal	32%
Net utility peak kW reductions acquired to date as a percent of 8-year goal	12%
Net NYISO peak kW reductions acquired to date	1949.7
Net first-year annual therms acquired to date	NA
Net first-year annual therms acquired to date as a percent of annual goal	NA
Net first-year annual therms acquired to date as a percent of 8-year goal	NA
Net cumulative therms acquired to date	NA
Total Acquired Lifecycle Impacts To Date⁷	
Net Lifecycle kWh acquired to date	95,261,885
Net Lifecycle therms acquired to date	NA
Committed⁷ Impacts (not yet acquired) This Month	
Net First-year annual kWh committed this month	355,774
Net Lifecycle kWh committed this month	4,404,730
Net Utility Peak kW committed this month	101.4
Net first-year annual therms committed this month	NA
Net Lifecycle therms committed this month	NA
Funds committed at this point in time	\$0
Overall Impacts (Acquired & Committed)	
Net first-year annual kWh acquired & committed this month	1,188,129
Net utility peak kW acquired & committed this month	349.6
Net First-year annual therms acquired & committed this month	NA
Costs⁸	
Total program budget	\$9,087,089
General Administration (current month)	\$45
Program Planning (current month)	\$0
Program Marketing (current month)	\$30,455
Trade Ally Training (current month)	\$0
Incentives and Services (current month)	\$71,902
Direct Program Implementation (current month)	\$90,833
Program Evaluation (current month)	\$12,905
Total expenditures to date	\$1,988,396
Percent of total budget spent to date	21.9%
Participation	
Number of program applications received to date	997

Number of program applications <i>processed</i> to date ⁹	898
Number of processed applications <i>approved</i> to date ¹⁰	423
Percent of applications received to date that have been processed	90%

NOTES:

¹DPS Staff needs to work with utilities to develop a Program ID naming convention. However, a Program ID number is not required for the first report. Note that when developing program ID naming conventions, utilities would like to minimize computer programming/reporting costs that they might incur if the proposed naming conventions are complex or the utility's current naming conventions require modification to Staff's proposed format.

²There is not currently a consistent list of program types but individual categories for common use by administrators could be developed.

³First-year savings are defined as the annual savings expected from a given measure in the first year after installation. The annual savings are sometimes the result of annualizing estimated savings that are based on data that cover less than one year. *Acquired* kWh savings are defined as those savings that reported by the program administrator in program tracking databases and for which a rebate check has been sent to the participant on a specific date.

⁴Regardless of the month in which a measure is installed within a given calendar year, the program is credited with the associated savings for the entire year.

⁵Program Administrators should make best estimate of the annual goal even though the goal might in some cases cover two calendar years. Also, Staff wants administrators to try to be as accurate as possible in determining the *monthly* goals but does not want to mandate monthly goals, at least initially.

⁶ Peak is defined uniquely for each utility.

⁷The lifecycle savings are tracked beginning in the *year* in which a given measure was installed. Over the period 2008-2015, PA's must take into account the fact that savings from measures installed early in the period will vanish at the end of their useful life before the end of 2015. Thus, the lifecycle impacts acquired to date will be different for each month as a function of adding savings from measures installed in a given month and subtracting savings from measures installed earlier in the funding cycle that have reached the end of their useful life.

⁸ Committed savings are defined as those for which funds have been encumbered by not yet spent. When the funds are spent (i.e., a rebate check has been sent to the participant on a specific date), the savings are then considered "acquired." Staff would like to see the program administrator's best *estimate* of what they have committed. There should be some assumptions on how the administrator does that. Program administrators should forecast as accurately as possible and it should get more precise with program experience, e.g., the difference between achieved and committed should get closer over time.

⁹These are the budget categories to be used by companies when submitting the required energy efficiency program implementation plans. In its January 16, 2009 Order, the Commission directed Staff to provide definitions for the budget categories to be used in the preparation of these plans (See Order Approving "Fast Track" Utility-Administered Electric Energy Efficiency Program With Modification, at page 11). These categories are provided to promote consistency in budget construction and reporting among the utility plans.

Companies should include a "description of expenditures within each category" (See Order Approving "Fast Track" Utility-Administered Electric Energy Efficiency Program With Modification, at page 11) and separately quantify each item within each category. These expenditures must include and identify all direct and indirect costs attributable to each program category. Companies must provide the basis of allocation for all indirect costs.

Companies should identify whether each cost item is to be recovered through the SBC surcharge, base rates, or other recovery mechanism (e.g., monthly adjustment charges).

¹⁰An application is processed once the PA has reviewed the application and made a decision whether to approve the incentive payment to the customer. Once the decision has been made to pay the incentive to the customer, these funds and their associated energy and demand impacts become "Committed."

¹¹The application is approved once the decision has been made to pay the incentive to the customer. Note that these funds and their associated energy and demand impacts become "Committed" once this decision is made. Also note that for programs in which there are cases in which an application could be received, processed, and approved all in one day, then a "1" would be counted for each step in the tracking lifecycle.

Program Administrator (PA) and Program ID ¹	O&R C&I
Program Name	C&I Existing Buildings
Program Type ²	Downstream
Total Acquired First-Year Impacts This Month³ (August 2009)	
Net first-year annual kWh acquired this month ⁴	0
Monthly Net kWh Goal (based on net first-year annual ⁵ kWh Goal)	602,417
Percent of Monthly Net kWh Goal Acquired	0%
Net Peak ⁶ kW acquired this month	0.0
Monthly Net Peak kW Goal	133.3
Percent of Monthly Peak kW Goal Acquired	0%
Net First-year annual therms acquired this month	NA
Monthly Net Therm Goal	NA
Percent of Monthly Therm Goal Acquired	NA
Net Lifecycle kWh acquired this month	0
Net Lifecycle therms acquired this month	NA
Total Acquired Net First-Year Impacts To Date	
Net first-year annual kWh acquired to date	869,951
Net first-year annual kWh acquired to date as a percent of annual goal	6.0%
Net first-year annual kWh acquired to date as a percent of 8-year goal	1.5%
Net cumulative kWh acquired to date	869,951
Net utility peak kW reductions acquired to date	176.2
Net utility peak kW reductions acquired to date as a percent of utility annual goal	5.5%
Net utility peak kW reductions acquired to date as a percent of 8-year goal	1.4%
Net NYISO peak kW reductions acquired to date	176.2
Net first-year annual therms acquired to date	NA
Net first-year annual therms acquired to date as a percent of annual goal	NA
Net first-year annual therms acquired to date as a percent of 8-year goal	NA
Net cumulative therms acquired to date	NA
Total Acquired Lifecycle Impacts To Date⁷	
Net Lifecycle kWh acquired to date	6,907,560
Net Lifecycle therms acquired to date	NA
Committed⁷ Impacts (not yet acquired) This Month	
Net First-year annual kWh committed this month	0
Net Lifecycle kWh committed this month	0
Net Utility Peak kW committed this month	0.0
Net first-year annual therms committed this month	NA
Net Lifecycle therms committed this month	NA
Funds committed at this point in time	\$0
Overall Impacts (Acquired & Committed)	
Net first-year annual kWh acquired & committed this month	0
Net utility peak kW acquired & committed this month	0.0
Net First-year annual therms acquired & committed this month	NA
Costs⁸	
Total program budget	\$4,358,626
General Administration	\$1,685
Program Planning	\$0
Program Marketing	\$0
Trade Ally Training	\$0
Incentives and Services	(\$2,150)
Direct Program Implementation	\$8,643
Program Evaluation	\$362
Total expenditures to date	\$197,925
Percent of total budget spent to date	4.5%
Participation	
Number of program applications received to date	10

Number of program applications <i>processed</i> to date ⁹	7
Number of processed applications <i>approved</i> to date ¹⁰	0
Percent of applications received to date that have been processed	70%

NOTES:

¹DPS Staff needs to work with utilities to develop a Program ID naming convention. However, a Program ID number is not required for the first report. Note that when developing program ID naming conventions, utilities would like to minimize computer programming/reporting costs that they might incur if the proposed naming conventions are complex or the utility's current naming conventions require modification to Staff's proposed format.

²There is not currently a consistent list of program types but individual categories for common use by administrators could be developed.

³First-year savings are defined as the annual savings expected from a given measure in the first year after installation. The annual savings are sometimes the result of annualizing estimated savings that are based on data that cover less than one year. *Acquired* kWh savings are defined as those savings that reported by the program administrator in program tracking databases and for which a rebate check has been sent to the participant on a specific date.

⁴Regardless of the month in which a measure is installed within a given calendar year, the program is credited with the associated savings for the entire year.

⁵Program Administrators should make best estimate of the annual goal even though the goal might in some cases cover two calendar years. Also, Staff wants administrators to try to be as accurate as possible in determining the *monthly* goals but does not want to mandate monthly goals, at least initially.

⁶Peak is defined uniquely for each utility.

⁷The lifecycle savings are tracked beginning in the *year* in which a given measure was installed. Over the period 2008-2015, PA's must take into account the fact that savings from measures installed early in the period will vanish at the end of their useful life before the end of 2015. Thus, the lifecycle impacts acquired to date will be different for each month as a function of adding savings from measures installed in a given month and subtracting savings from measures installed earlier in the funding cycle that have reached the end of their useful life.

⁸Committed savings are defined as those for which funds have been encumbered by not yet spent. When the funds are spent (i.e., a rebate check has been sent to the participant on a specific date), the savings are then considered "acquired." Staff would like to see the program administrator's best *estimate* of what they have committed. There should be some assumptions on how the administrator does that. Program administrators should forecast as accurately as possible and it should get more precise with program experience, e.g., the difference between achieved and committed should get closer over time.

⁹These are the budget categories to be used by companies when submitting the required energy efficiency program implementation plans. In its January 16, 2009 Order, the Commission directed Staff to provide definitions for the budget categories to be used in the preparation of these plans (See Order Approving "Fast Track" Utility-Administered Electric Energy Efficiency Program With Modification, at page 11). These categories are provided to promote consistency in budget construction and reporting among the utility plans.

Companies should include a "description of expenditures within each category" (See Order Approving "Fast Track" Utility-Administered Electric Energy Efficiency Program With Modification, at page 11) and separately quantify each item within each category. These expenditures must include and identify all direct and indirect costs attributable to each program category. Companies must provide the basis of allocation for all indirect costs.

Companies should identify whether each cost item is to be recovered through the SBC surcharge, base rates, or other recovery mechanism (e.g., monthly adjustment charges).

¹⁰An application is processed once the PA has reviewed the application and made a decision whether to approve the incentive payment to the customer. Once the decision has been made to pay the incentive to the customer, these funds and their associated energy and demand impacts become "Committed."

¹¹The application is approved once the decision has been made to pay the incentive to the customer. Note that these funds and their associated energy and demand impacts become "Committed" once this decision is made. Also note that for programs in which there are uses in which an application could be received, processed, and approved all in one day, then a "1" would be counted for each step in the tracking lifecycle.