



Energy Technologies Area

Lawrence Berkeley National Laboratory

# **Flexible and Consistent Reporting for Energy Efficiency Programs:**

**Introducing a New Tool for Reporting Utility Customer-Funded  
Efficiency Program Spending and Savings**

**Greg Rybka**

**Ian Hoffman, Charles Goldman, and Lisa Schwartz**

Webinar

December 17, 2015

**Electricity Markets and Policy Group**

**Lawrence Berkeley National Laboratory**

1. Energy efficiency (EE) program reporting: Current situation and challenges
2. Uses of customer-funded EE program data
3. LBNL EE Reporting Tool: Overview and walk through
4. Q&A

# EE Reporting: Background

- ◆ Administrators of utility customer-funded energy efficiency programs regularly report what they spend and save to their regulators or other oversight entities
- ◆ These reports typically include:
  - a narrative that highlights achievements of the program administrator's portfolio of efficiency programs
  - tables and charts that quantify spending, savings, and achievement of policy objectives
- ◆ Issues:
  - Energy efficiency reporting practices vary widely among program administrators and states.
  - Many studies of reporting practices for efficiency programs have identified issues of consistency, rigor and completeness
  - Challenging to determine whether a program administrator is achieving its energy efficiency goals

# EE Reporting: Current Situation

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## Spending/Costs

- ◆  $> 1/2$  of states don't report total costs (i.e. program administrator costs *and* participant costs)
- ◆  $< 1/2$  of states report program cost breakdowns, although cost categories often differ

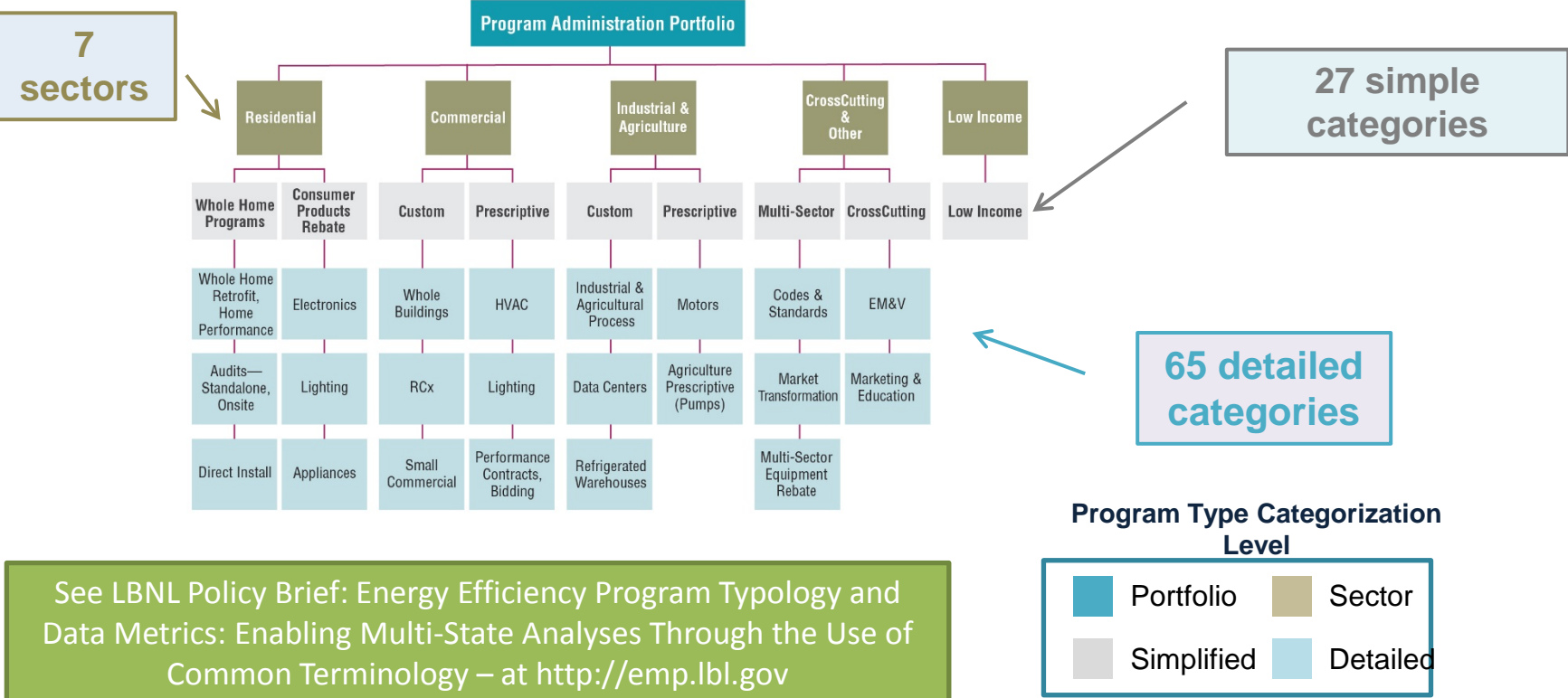
## Energy savings

- ◆ Only  $\sim 1/3$  of states report lifetime savings.
- ◆ “Net savings” often not defined in annual filings, and baselines are rarely defined



# Issues in EE Reporting – Standardized Program Typology

- ◆ Weak consensus on EE terminology and no fully adopted standard scheme for characterizing EE programs



# EE Reporting Project Objectives

- ◆ Encourage more transparency, consistency and rigor in reporting EE program impacts, costs and methodologies
  - Particularly in those states where program administrators do not currently provide annual reports
  - Elevate the quality of reporting by states that are new to EE or just ramping up
  - Greater consistency: classification of spending and resource costs (administrative costs, incentives) and estimation of program impacts (e.g., net savings)
- ◆ Encourage comprehensiveness
  - More program-level reporting by states and program administrators on total costs, cost effectiveness, customer participation, market penetration

# Uses of Reported Energy Efficiency Data

## Program Administrators

- Benchmark to local, regional and state values for similar markets
- Identify opportunities for performance improvements and cost efficiencies

## Utility and Air Regulators

- Weigh cost and performance among efficiency resources
- Compare demand and supply resources
- Ensure prudent spending of funds

EE Program  
Spending, Savings,  
Cost-effectiveness  
and Participant  
Data

## System Operators and Resource Planners

- Make better load forecasts and thus enable better GT&D planning
- Aid in integrated resource planning

## Efficiency Industry Actors and Other Stakeholders

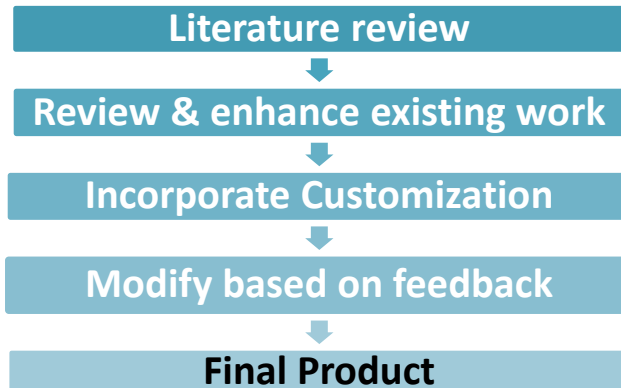
- Assess market dynamics, trends and opportunities

# Flexible and Consistent Reporting for EE Programs

## Solution

### Spreadsheet-based reporting tool and technical brief

#### Approach taken



#### Potential benefits of Reporting Tool:

- Reduced time for staff to assess reporting compliance
- Improved benchmarking of programs over time and different geographic regions
- Diagnostic for identifying higher/lower performing programs



# LBNL Energy Efficiency Reporting Tool

- Flexible and customizable
- Comprehensive data collection
- Consistent format
- Raises the bar

Insert program administrator logo here

## ABC Utility

*Standardized Annual Reporting Workbook v1.0 September 2015*

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**STEP ONE: Complete Program Administrator (PA) Information**

Instructions
Data Glossary

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Program Administrator Name</td><td>ABC Utility</td></tr> <tr><td>Program year being reported</td><td>2014</td></tr> <tr><td>Program year definition</td><td></td></tr> <tr><td>EE proceeding docket #</td><td></td></tr> <tr><td>Date EE docket was filed</td><td></td></tr> <tr><td>Name of Contact</td><td></td></tr> <tr><td>Email Address</td><td></td></tr> <tr><td>Telephone Number</td><td></td></tr> </table>	Program Administrator Name	ABC Utility	Program year being reported	2014	Program year definition		EE proceeding docket #		Date EE docket was filed		Name of Contact		Email Address		Telephone Number		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Single or Multi Fuel Utility</td> <td>2014 EE Savings Target Format</td> </tr> <tr> <td><input type="radio"/> Single Fuel</td> <td><input type="text" value="Gross Energy Savings"/></td> </tr> <tr> <td>Utility Fuel Type Reported</td> <td>2014 EE Gross Savings Target (MWh)</td> </tr> <tr> <td><input type="radio"/> Electric</td> <td><input type="text" value="200"/></td> </tr> <tr> <td></td> <td>Target baseline retail sales (MWh)</td> </tr> <tr> <td></td> <td><input type="text" value="26,800"/></td> </tr> <tr> <td></td> <td>Source of target baseline retail sales</td> </tr> <tr> <td></td> <td><input type="text"/></td> </tr> </table>	Single or Multi Fuel Utility	2014 EE Savings Target Format	<input type="radio"/> Single Fuel	<input type="text" value="Gross Energy Savings"/>	Utility Fuel Type Reported	2014 EE Gross Savings Target (MWh)	<input type="radio"/> Electric	<input type="text" value="200"/>		Target baseline retail sales (MWh)		<input type="text" value="26,800"/>		Source of target baseline retail sales		<input type="text"/>
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Portfolio, Reporting & Other Notes

Click to Add Notes

**STEP TWO: Answer screening questions**

Answer these questions to help establish your minimum reporting requirements and desired outputs

<p>1) How do you report your savings?</p> <p><input checked="" type="radio"/> Net &amp; Gross</p> <p><input type="radio"/> Gross Only</p> <p>1b) Do your reported gross savings values account for naturally occurring energy savings?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>2) What level are your programs screened for cost-effectiveness for regulatory purposes?</p> <p><input type="radio"/> Customer sector &amp; Portfolio</p> <p><input checked="" type="radio"/> Program</p> <p>3) What cost effectiveness tests do you provide in your annual report? Select all that apply</p> <p><input checked="" type="checkbox"/> Total Resource Cost Test</p> <p><input checked="" type="checkbox"/> Program Administrator Cost Test</p> <p><input type="checkbox"/> Societal Cost Test</p> <p><input type="checkbox"/> Ratepayer Impact Measure Test</p>	<p>4) Do you want to compare actual expenditures and claimed savings with planned values?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>5) Are you also reporting evaluated savings</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>6) Are you comparing spending and savings for this program year with previous program years?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>7) Do you report savings at site or savings at the site plus T&amp;D losses between site and the power plant?</p> <p><input type="radio"/> Site</p> <p><input checked="" type="radio"/> Site plus T&amp;D losses</p>	<p>8) Do you account for interactive effects in your reported savings values? (see glossary for definition)</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p>9) Do you have an energy efficiency program that allows customers to finance projects?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p>10) Do you report a claimed program administrator incentive?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p>
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STEP THREE: Data Inputs

Common to all Program Administrators

a) Program Details & Descriptions

b) Claimed Program Savings

c) Actual Program Expenditures

d) Cost-effectiveness Test Results

e) Key Assumptions

Reporting features specific to  
**ABC Utility**

Available features depend on answers in Step Two

STEP FOUR: Data Outputs

Table 1: Portfolio Savings, Expenditures, Cost Effectiveness, Goals & Assumptions	Table 2: Market Sector Savings, Expenditures and Cost Effectiveness
Table 3: Spending by Program	Table 4: Portfolio Summary by Expenditure Type
Table 5: Results Detailed by Program	

# Core Features

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## ◆ Core

- ❑ Program category (sector, type)
- ❑ Program implementer
- ❑ Program description
- ❑ Baseline used
- ❑ Claimed annual savings
- ❑ Claimed lifetime savings
- ❑ Measure life
- ❑ Number of participants/units
- ❑ Program expenditures
- ❑ Cost-effectiveness test results

# Program Administrator-Specific Features

## ◆ Core

- ❑ Program category (sector, type)
- ❑ Program implementer
- ❑ Program description
- ❑ Baseline used
- ❑ Claimed annual savings
- ❑ Claimed lifetime savings
- ❑ Measure life
- ❑ Number of participants/units
- ❑ Program expenditures
- ❑ Cost-Effectiveness test results

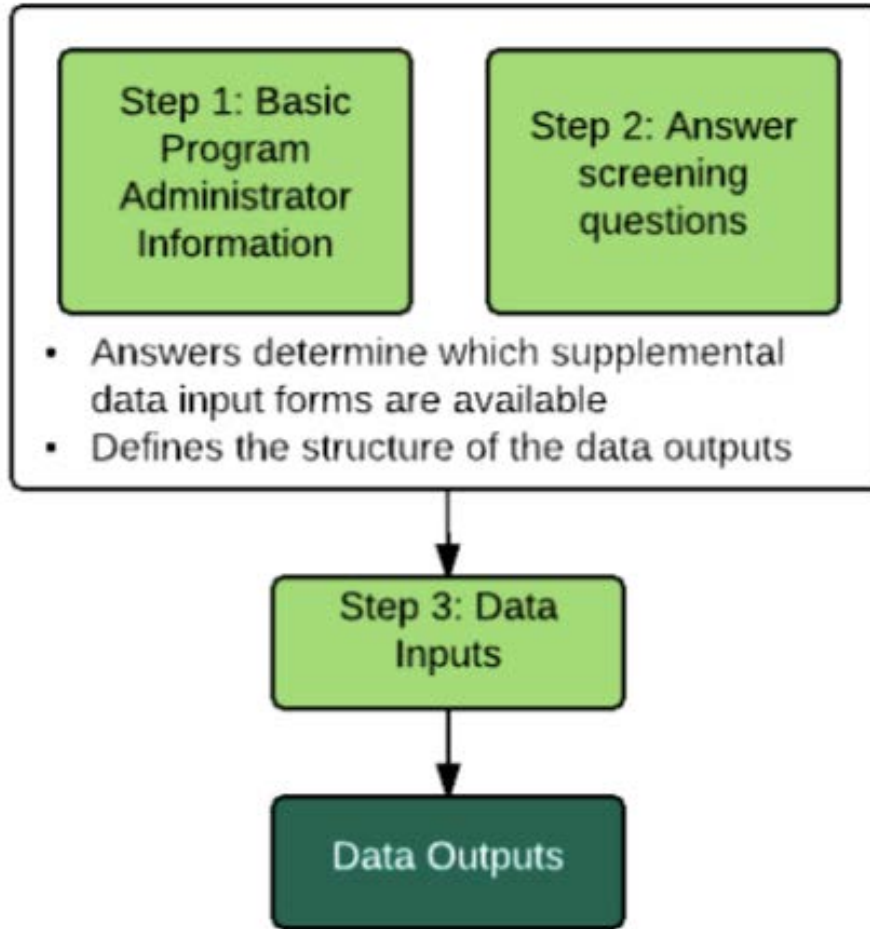
## ◆ Customizable

- ❑ Net vs gross reporting
- ❑ Sector level reporting or program level reporting
- ❑ Interactive effects
- ❑ Planned savings vs. claimed/reported
- ❑ Evaluated savings
- ❑ Comparison with previous years
- ❑ Site or source reporting of savings
- ❑ EE financing
- ❑ Program administrator incentive

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# LBNL EE Reporting Tool Walk Through

# Using the Tool



# Main Menu

**Step One:**  
Complete PA  
Information

Insert program administrator logo here

## ABC Utility

Standardized Annual Reporting Workbook v1.0 November 2015

**STEP ONE: Complete Program Administrator (PA) Information**

**Instructions** | **Data Glossary** | **Portfolio, Reporting & Other Notes**

Program Administrator Name: ABC Utility | Single or Multi Fuel Utility: Single Fuel | 2014 EE Savings Target Format: Gross Energy Savings | 2014 EE Gross Savings Target (MWh): 200

Program year being reported: 2014 | EE proceeding docket #: | Date EE docket was filed: | Name of Contact: | Email Address: | Telephone Number: |

Utility Fuel Type Reported: Electric | Target baseline retail sales (MWh): 26,000 | Source of target baseline retail sales: |

[Click to Add Notes](#)

**Step Two:**  
Answer  
screening  
questions

**STEP TWO: Answer screening questions**  
Answer these questions to help establish your minimum reporting requirements and desired outputs

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**Step Three:**  
Input Data

**STEP THREE: Data Inputs**

Common to all Program Administrators

- a) Program Details & Descriptions
- b) Claimed Program Savings
- c) Actual Program Expenditures
- d) Cost-effectiveness Test Results
- e) Key Assumptions

Reporting features specific to  
**ABC Utility**  
Available features depend on answers in Step Two

- f) Planned Program Budgets
- g) Planned Program Savings
- h) Evaluated Program Savings
- i) Program Data - Prior Two Years
- j) Portfolio Data - Prior Five Years
- k) Energy Efficiency Finance
- l) Program Administrator Incentives

**Data Outputs**

- Table 1: Portfolio Savings, Expenditures, Cost Effectiveness, Goals & Assumptions
- Table 2: Market Sector Savings, Expenditures and Cost Effectiveness
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- Table 4: Portfolio Summary by Expenditure Type
- Table 5: Results Detailed by Program
- Table 6: Program Savings, Expenditures and Participation
- Table 7: Portfolio Expenditures and Savings by Year
- Table 8: Comparison with Last Year's Data

**Data  
Outputs**

# Main Menu – Step One

Insert program administrator logo here

ABC Utility

Standardized Annual Reporting Workbook v2.0/November 2015

## STEP ONE: Complete Program Administrator (PA) Information

[Instructions](#)

[Data Glossary](#)

Portfolio, Reporting & Other Notes

[Click to Add Notes](#)

Program Administrator Name	ABC Utility	Single or Multi Fuel Utility	2014 EE Savings Target Format
Program year being reported	2014	Single Fuel	Gross Energy Savings
Program year definition			2014 EE Gross Savings Target (MWh)
EE proceeding docket #		Utility Fuel Type Reported	200
Date EE docket was filed		Electric	Target baseline retail sales (MWh)
Name of Contact			26,800
Email Address			Source of target baseline retail sales
Telephone Number			

7) Do you report savings at site or savings at the site plus T&D losses between site and the power plant?

Total Resource Cost Test  
 Program Administrator Cost Test  
 Societal Cost Test  
 Ratepayer Impact Measure Test

Site  
 Site plus T&D losses



## Program Administrator Information

- Name
- Contact information
- Fuel type
- Targets
- Notes

Program Administrator Incentives

# Main Menu => Instructions

Insert program administrator logo here  
 ABC Utility  
 Standardized Annual Reporting Workbook

## STEP ONE: Complete Program Administrator (PA) Information

**Instructions**

**Data Glossary**

**Portfolio, Reporting & Other Notes**

[Click to Add Notes](#)

Program Administrator Name	ABC Utility
Program year being reported	2014
Program year definition	
EE proceeding docket #	
Date EE docket was filed	
Name of Contact	
Email Address	
Telephone Number	

**Single or Multi Fuel Utility**

Single Fuel

**Utility Fuel Type Reported**

Electric

**2014 EE Savings Target Format**

Gross Energy Savings

**2014 EE Gross Savings Target (MWh)**

200

**Target baseline retail sales (MWh)**

26,800

**Source of target baseline retail sales**

your annual report? Select all that apply

- Total Resource Cost Test
- Program Administrator Cost Test
- Societal Cost Test
- Ratepayer Impact Measure Test

7) Do you report savings at site or savings at the site plus T&D losses between site and the power plant?

- Site
- Site plus T&D losses

### STEP THREE: Data Inputs

Common to all Program Administrators

- a) Program Details & Descriptions
- b) Claimed Program Savings
- c) Actual Program Expenditures
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ABC Utility

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**User Guide**  
**Built In**



# Instructions

Main Menu

## Instructions

This workbook is designed to create an annual report by the Program Administrator (PA) to their regulator or oversight agency that provides information on energy savings, costs and participation values.

### Navigating the workbook

The workbook can be navigated from within the screen without using the tabs. Some users may find it helpful to change the visibility of the tabs in this screen. To do this, click on the "Options" button in the top right corner, then click on "Options>Advanced", scroll down to see "Display Options for this Workbook" then change the toggle on "Show/Hide Tabs" to "Show".

In addition, users can click on the "Main Menu" button in the top left corner to navigate to specific sections of the workbook in order to find or edit specific information.

The 'Main Menu' button is highlighted in yellow. **You can only enter data in the yellow cells.** Input the requested units as indicated by the the data in MW or if it is MWh provide the data in MWh).

Input values

Calculated values

### Completing the workbook

The process for completing this workbook involves **four steps**:

- Step One:** Complete Program Administrator (PA) Information
- Step Two:** Complete Screening Questionnaire
- Step Three:** Data Inputs
- Step Four:** Data Outputs

Each step of the workbook is detailed below:

#### Step One

Complete the **PA information**, including name, fuel type, docket number associated with the programs. Note that dual-fuel utilities will need to complete a separate workbook for each fuel.

#### Step Two

The **screening questionnaire** is an integral part of this workbook. It is used to help define the appropriate level of information for a given PA. There are 10 questions, which can be answered either by the PA or by the regulator. The 10 questions must be answered to ensure the information being reported will provide the regulator(s) with at least their minimum data needs.

The results of this questionnaire impact both the Inputs (Step Three) and Outputs (Step Four) that are available to the user, so it is **critical** the questionnaire should be answered *before* data is entered in Step Three and Step Four.

Can easily  
return to the  
Main Menu

# Main Menu => Glossary

Insert program administrator logo here

ABC Utility

Standardized Annual Reporting Workbook v1.0 November 2015

## STEP ONE: Complete Program Administrator (PA) Information

Instructions

**Data Glossary**

Program Administrator Name	ABC Utility
Program year being reported	2014
Program year definition	
EE proceeding docket #	
Date EE docket was filed	
Name of Contact	
Email Address	
Telephone Number	

Single or Multi Fuel Utility

Single Fuel

Utility Fuel Type Reported

Electric

2014 EE Savings Target Format

Gross Energy Savings

2014 EE Gross Savings Target (MWh)

200

Target baseline retail sales (MWh)

26,800

Source of target baseline retail sales

Portfolio, Reporting & Other Notes

Click to Add Notes

Program Administrator Cost Test  
 Societal Cost Test  
 Ratepayer Impact Measure Test

Site  
 Site plus T&D losses

Glossary  
Built In

### STEP THREE: Data Inputs

Common to all Program Administrators

- a) Program Details & Descriptions
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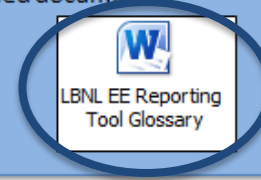
Table 7: Portfolio Expenditures and Savings by Year

Table 8: Comparison with Last Year's Data

# Glossary – Excel & Word Versions

Main Menu		Glossary	
Term	Definition		
# Participants	Total number of consumers participating in the subject program. For new construction programs, we classify "number of homes or buildings" as the number of participants. In some programs, the number of participants will be the number of structures or multifamily units that received efficiency measures through a program.		
# Units	Total number of measures installed or credited with savings in the subject program (e.g., number of CFLs for which savings are claimed in a lighting program). If the number of units reported for a new construction or retrofit program is defined as structures built or retrofitted to a higher level of energy performance, then these are not counted as units but as participants.		
Administration Costs (\$)	Actual spending by the program administrator (PA) on costs associated with planning, designing and implementing an energy efficiency program in a defined geographic area, unless some of those costs are specifically accounted for elsewhere. In general, these costs pay for the salaries, training and equipping of internal PA staff to administer and implement a program or oversee the work of an outside contract implementer. If evaluation, compliance and marketing, outreach & education costs are not reported separately, then they typically are included under program administration costs. When a program is being terminated, shut-down costs also should be included in administration costs.		
Air Quality Impacts	To some degree, power plants generally control emissions of some pollutants to the atmosphere; the balance goes up the stack. Some emissions are harmful to human health and welfare as they are emitted; others contribute to chemical reactions in the atmosphere, creating harmful contaminants while airborne.		

**Instruction:** Click the icon to open the glossary as a separate file. Double-click attached document:



**Glossary  
available as a  
separate Word  
file too**

# Main Menu – Step Two

Insert program administrator logo here

ABC Utility

Standardized Annual Reporting Workbook v1.0 November 2015

**STEP ONE: Complete Program Administrator (PA) Information**

[Instructions](#) [Data Glossary](#) [Portfolio, Reporting & Other Notes](#)

[Click to Add Notes](#)

Program Administrator Name	ABC Utility	Single or Multi Fuel Utility	2014 EE Savings Target Format
Program year being reported	2014	Single Fuel	Gross Energy Savings
Program year definition			2014 EE Gross Savings Target (MWh)
EE proceeding docket #		Utility Fuel Type Reported	200

## STEP TWO: Answer screening questions

Answer these questions to help establish your minimum reporting requirements and desired outputs

<p>1) How do you report your savings?</p> <p><input checked="" type="radio"/> Net &amp; Gross</p> <p><input type="radio"/> Gross Only</p> <p>1b) Do your reported gross savings values account for naturally occurring energy savings?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>2) What level are your programs screened for cost-effectiveness for regulatory purposes?</p> <p><input type="radio"/> Customer sector &amp; Portfolio</p> <p><input checked="" type="radio"/> Program</p> <p>3) What cost effectiveness tests do you provide in your annual report? Select all that apply</p> <p><input checked="" type="checkbox"/> Total Resource Cost Test</p> <p><input checked="" type="checkbox"/> Program Administrator Cost Test</p> <p><input type="checkbox"/> Societal Cost Test</p> <p><input type="checkbox"/> Ratepayer Impact Measure Test</p>	<p>4) Do you want to compare actual expenditures and claimed savings with planned values?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p>5) Are you also reporting evaluated savings</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p>6) Are you comparing spending and savings for this program year with previous program years?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p>7) Do you report savings at site or savings at the site plus T&amp;D losses between site and the power plant?</p> <p><input checked="" type="radio"/> Site</p> <p><input type="radio"/> Site plus T&amp;D losses</p>	<p>8) Do you account for interactive effects in your reported savings values? (see glossary for definition)</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>9) Do you have an energy efficiency program that allows customers to finance projects?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p>10) Do you report a claimed program administrator incentive?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p>
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## Screening Questions

- Enables customization
- Answers impact the available data inputs and data outputs

# Screening questions

## STEP TWO: Answer screening questions

Answer these questions to help establish your minimum reporting requirements and desired outputs

1) How do you report your savings?

- Net & Gross
- Gross Only

1b) Do your reported gross savings values account for naturally occurring energy savings?

- Yes
- No

2) What level are your programs screened for cost-effectiveness for regulatory purposes?

- Customer sector & Portfolio
- Program

3) What cost effectiveness tests do you provide in your annual report? Select all that apply

- Total Resource Cost Test
- Program Administrator Cost Test
- Societal Cost Test
- Ratepayer Impact Measure Test

4) Do you want to compare actual expenditures and claimed savings with planned values?

- Yes
- No

5) Are you also reporting evaluated savings

- Yes
- No

6) Are you comparing spending and savings for this program year with previous program years?

- Yes
- No

7) Do you report savings at site or savings at the site plus T&D losses between site and the power plant?

- Site
- Site plus T&D losses

8) Do you account for interactive effects in your reported savings values? (see glossary for definition)

- Yes
- No

9) Do you have an energy efficiency program that allows customers to finance projects?

- Yes
- No

10) Do you report a claimed program administrator incentive?

- Yes
- No

- Net-to-Gross
- Naturally occurring savings
- Level of cost-effectiveness screening
- Cost-effectiveness tests used
- Planned savings
- Evaluated savings
- Prior years data
- Location of savings
- Interactive effects
- EE financing
- Program administrator incentive

# Main Menu – Step Three

Insert program administrator logo here

## ABC Utility

Standardized Annual Reporting Workbook v1.0 November 2015

**STEP ONE: Complete Program Administrator (PA) Information**

[Instructions](#)   [Data Glossary](#)

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Portfolio, Reporting & Other Notes

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**STEP TWO: Answer screening questions**  
 Answer these questions to help establish your minimum reporting requirements and desired outputs

<p><b>1) How do you report your savings?</b></p> <p><input type="radio"/> Net &amp; Gross</p> <p><input checked="" type="radio"/> Gross Only</p> <p><b>1b) Do your reported gross savings values account for naturally occurring energy savings?</b></p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p><b>2) What level are your programs screened for cost-effectiveness for regulatory purposes?</b></p> <p><input type="radio"/> Customer sector &amp; Portfolio</p> <p><input checked="" type="radio"/> Program</p> <p><b>3) What cost effectiveness tests do you provide in your annual report? Select all that apply</b></p> <p><input checked="" type="checkbox"/> Total Resource Cost Test</p> <p><input checked="" type="checkbox"/> Program Administrator Cost Test</p> <p><input type="checkbox"/> Societal Cost Test</p> <p><input type="checkbox"/> Ratepayer Impact Measure Test</p>	<p><b>4) Do you want to compare actual expenditures and claimed savings with</b></p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><b>5) Are you also reporting evaluated</b></p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><b>6) Are you comparing spending and savings for this program year with</b></p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><b>7) Do you report savings at site or savings at the site plus T&amp;D losses between site and the power plant?</b></p> <p><input checked="" type="radio"/> Site</p> <p><input type="radio"/> Site plus T&amp;D losses</p>	<p><b>8) Do you account for interactive effects in your reported savings values? (see glossary for definition)</b></p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p><b>9) Do you have an energy efficiency program that allows customers to finance projects?</b></p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><b>10) Do you report a claimed program administrator incentive?</b></p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p>
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**Data Inputs - Core**

**Data Inputs – PA-specific features**

**STEP THREE: Data Inputs**

Common to all Program Administrators

- a) Program Details & Descriptions
- b) Claimed Program Savings
- c) Actual Program Expenditures
- d) Cost-effectiveness Test Results
- e) Key Assumptions

Reporting features specific to ABC Utility

Available features depend on answers in Step Two

- f) Planned Program Budgets
- g) Planned Program Savings
- h) Evaluated Program Savings
- i) Program Data - Prior Two Years
- j) Portfolio Data - Prior Five Years
- k) Energy Efficiency Finance
- l) Program Administrator Incentives

**Data Outputs**

Table 1: Portfolio Savings, Expenditures, Cost Effectiveness, Goals & Assumptions	Table 2: Market Sector Savings, Expenditures and Cost Effectiveness
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Table 7: Portfolio Expenditures and Savings by Year	Table 8: Comparison with Last Year's Data

# Main Menu – Step Three

## Data Inputs - Core

- Program details/descriptions
- Claimed program savings
- Actual program expenditure
- Cost-effectiveness
- Key assumptions

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STEP ONE: Complete Program Administrator (PA) Information

Instructions | Data Glossary | Portfolio, Reporting & Other Notes

### STEP THREE: Data Inputs

Common to all Program Administrators

- a) Program Details & Descriptions
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Table 7: Portfolio Expenditures and Savings by Year

Table 8: Comparison with Last Year's Data



# Main Menu – Step Three

## Data Inputs – PA-specific features

- Planned budgets
- Planned savings
- Evaluated program savings
- Prior data
- EE finance
- PA incentives

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Reporting features specific to  
**ABC Utility**  
*Available features depend on answers in Step Two*

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Table 7: Portfolio Expenditures and Savings by Year

Table 8: Comparison with Last Year's Data

Other Notes

Notes

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# Example: Screening questions impact program administrator-specific inputs

## STEP TWO: Answer screening questions

Answer these questions to help establish your minimum reporting requirements and desired outputs

1) How do you report your savings?

- Net & Gross
- Gross Only

1b) Do your reported gross savings values account for naturally occurring energy savings?

- Yes
- No

2) What level are your programs screened for cost-effectiveness for regulatory purposes?

- Customer sector & Program
- Program

3) What cost effectiveness test do you use in your annual report? Select all that apply.

- Total Resource Cost Test
- Program Administrator Incentive Test
- Societal Cost Test
- Ratepayer Impact Measure Test

4) Do you want to compare actual expenditures and claimed savings with planned values?

- Yes
- No

5) Are you also reporting evaluated savings?

- Yes
- No

8) Do you account for interactive effects in your reported savings values? (see glossary for definition)

- Yes
- No

9) Do you have an energy efficiency program that allows customers to finance projects?

- Yes
- No

**9) Do you have an energy efficiency program that allows customers to finance projects?**

- Yes
- No

# Example: Screening questions impact program administrator-specific inputs

**Reporting features specific to**  
**ABC Utility**  
*Available features depend on answers in Step Two*

- f) Planned Program Budgets**
- g) Planned Program Savings**
- h) Evaluated Program Savings**
- i) Program Data - Prior Two Years**
- j) Portfolio Data - Prior Five Years**
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# Example: Screening questions impact program administrator-specific inputs

**Reporting features specific to**  
**ABC Utility**  
*Available features depend on answers in Step Two*

**f) Planned Program Budgets**


**g) Planned Program Savings**

**h) Evaluated Program Savings**

**i) Program Data - Prior Two Years**

**j) Portfolio Data - Prior Five Years**

**k) Program Administrator Incentives**



# Data Inputs – Two Examples

## Two illustrative examples:

- Program details
- Claimed Savings

### STEP THREE: Data Inputs

#### Common to all Program Administrators

a) Program Details & Descriptions

b) Claimed Program Savings

c) Actual Program Expenditures

d) Cost-effectiveness Test Results

e) Key Assumptions

# Data Inputs Example: Program Details

---

## **STEP THREE: Data Inputs**

Common to all Program Administrators

**a) Program Details & Descriptions**

**b) Claimed Program Savings**

**c) Actual Program Expenditures**

**d) Cost-effectiveness Test Results**

**e) Key Assumptions**

# Data Inputs Example: Program Details

Main Menu

Program Descriptions

## Program Details

**Instructions:** Provide program details in the following order: Program Name, Target Market Sector and Detailed Program Type. Note that the dropdown options available in Detailed Program Type are dependent on the response provided in the Target Market Sector field. Also, if the Target Market Sector is modified after the Program Type has been selected, then the Detailed Program Type must be selected again. If portfolio-level expenses are being reported, that are not associated with specific programs, then enter these as their own line item(s) with a Target Market Sector of "Cross Sectoral/Other". If the program type is not available, select the most appropriate Target Market Sector and enter the Detailed Program Type as opposed to using the drop-downs.

Select the type of baseline that is used for determining energy savings for the programs. Include additional information as is appropriate, especially if "Other", "Dynamic" or "Multiple" are selected.

If the program is administered in collaboration with another program administrator (PA), select "Yes" from the dropdown, e.g., a whole home retrofit offered jointly by an electric PA and a gas PA. Also, provide the name of the other PA with which the program is being jointly administered. More details on jointly administered or multi-utility programs can be provided in Program Notes section of the "Program Descriptions" sheet. Provide additional information for each program by clicking on the "Program Descriptions" button.

		<input type="button" value="Program Typology"/>	<input type="button" value="Program Type Definitions"/>		Describe baseline(s) used if "other", "dynamic", or "multiple" were used	Was this program jointly administered?	Who was the other Program Administrator?
	Program Name	Target Market Sector	Detailed Program Type	Explain baseline			
1.	Residential New Construction (example)	Residential	Res: New Construction	Code or Standard		No	
2.	Residential Whole Home Retrofit	Residential	Res: Whole Home/Retrofit	Existing conditions		No	
3.	C&I Prescriptive	Commercial_Industrial	CI: Prescriptive	Existing conditions		No	

- Program Name
- Target Market Sector
- Detailed Program Type

- Baseline
- Joint Administration

# Data Inputs Example: Claimed Savings

---

## **STEP THREE: Data Inputs**

Common to all Program Administrators

a) Program Details & Descriptions

b) Claimed Program Savings

c) Actual Program Expenditures

d) Cost-effectiveness Test Results

e) Key Assumptions



# Data Inputs Example: Claimed Savings

Main Menu

## Claimed Program Savings

**Instructions:** Provide annual demand savings, and annual and lifetime energy savings. Click the "Claimed Net-to-Gross" button to input NTG values. Provide the number of participants or units installed along with the number of eligible participants or estimated market size. Additionally, provide a participant definition for each program.

Program Name	Gross Demand Savings (MW)	Gross Annual Energy Savings (MWh)	Gross Lifetime Energy Savings (MWh)	Claimed Net-to-Gross	Net Demand Savings (MW)	Net Annual Energy Savings (MWh)	Net Lifetime Energy Savings (MWh)	Program Savings Lifetime (Years)	Participants /Units	Eligible Participants	Participant/Unit Definition
				Net-to-Gross Ratio							
1. Residential New Construction (example)	20	258	2,580	0.90	18	232	2,322	10.0	500	8,000	Accounts
2. Residential Whole Home Retrofit	18	15	2,432	0.80	14	12	1,946	9.0	400	8,800	Homes
3. C&I Prescriptive	10	300	1,234	0.70	7	210	864	8.0	32	245	Customers

- Gross
  - Demand savings
  - Annual energy savings
  - Lifetime energy savings
- Net-to-Gross Ratio
- Net
  - Demand savings
  - Annual energy savings
  - Lifetime energy savings
- Program savings lifetime
- Participants/Units
- Eligible Participants
- Participant/Unit Definition

# Main Menu – Data Outputs

## Data Outputs

- Portfolio
  - Savings
  - Expenditure
- Sector
  - Savings
  - Expenditure
- Expenditures by program
- Expenditures Type
- Detailed Program Results
- Historical Comparisons

ABC Utility  
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STEP ONE: Complete Program Administrator (PA) Information

Instructions Data Glossary Portfolio, Reporting & Other Notes

Program Administrator Information

**Data Outputs**

Table 1: Portfolio Savings, Expenditures, Cost Effectiveness, Goals & Assumptions	Table 2: Market Sector Savings, Expenditures and Cost Effectiveness
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Click to Add Notes

in your reported on)

Program that allows

Administrator incentive?

f) Planned Program Budgets

g) Planned Program Savings

h) Evaluated Program Savings

i) Program Data - Prior Two Years

j) Portfolio Data - Prior Five Years

k) Energy Efficiency Finance

l) Program Administrator Incentives

Savings by Year Last Year's Data

# Data Outputs – four examples

## Four illustrative examples:

- Program historical details
- Program details
- Portfolio spending
- Portfolio summary

### Data Outputs

Table 1: Portfolio Savings, Expenditures, Cost Effectiveness, Goals & Assumptions

Table 2: Market Sector Savings, Expenditures and Cost Effectiveness

Table 3: Spending by Program

Table 4: Portfolio Summary by Expenditure Type

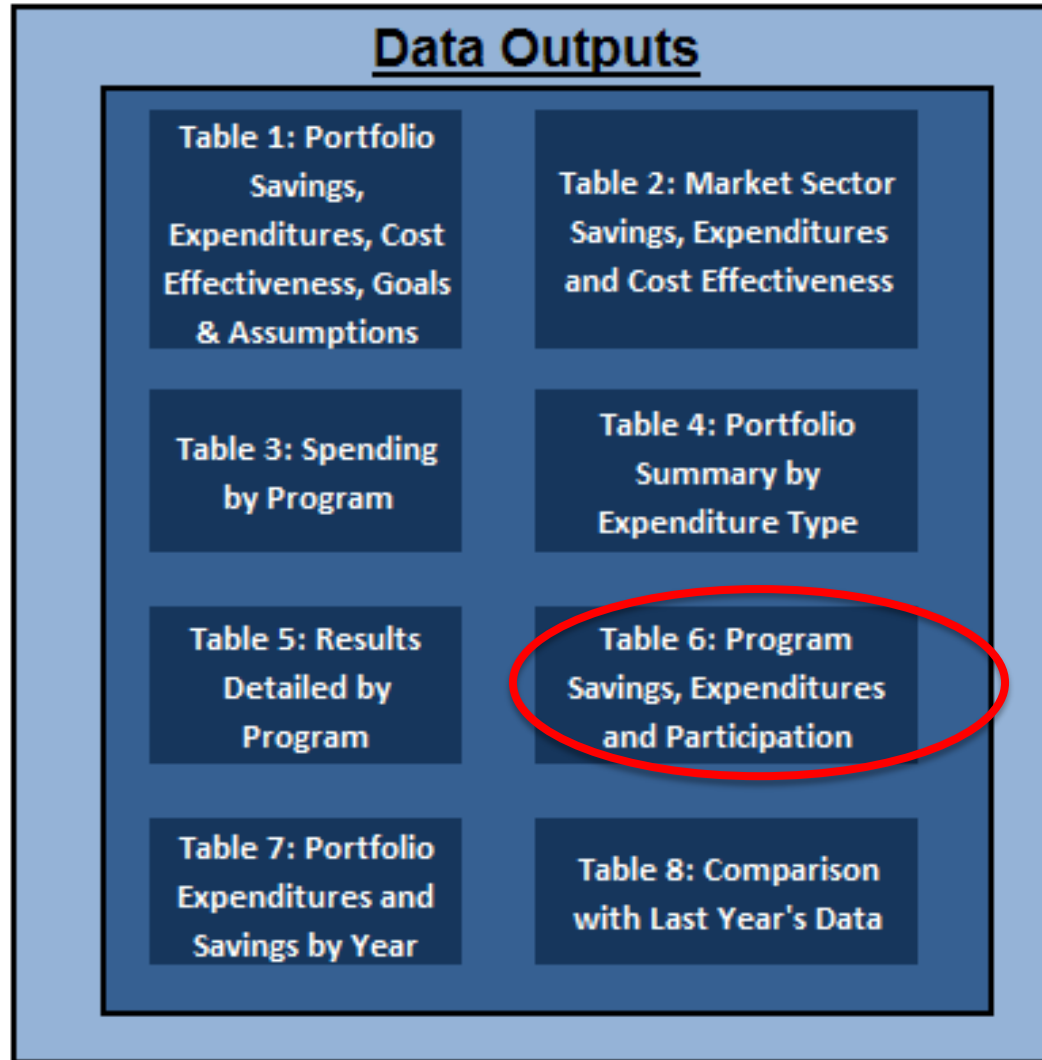
Table 5: Results Detailed by Program

Table 6: Program Savings, Expenditures and Participation

Table 7: Portfolio Expenditures and Savings by Year

Table 8: Comparison with Last Year's Data

# Data Outputs



# Data Output – Program Historical Trends

Main Menu

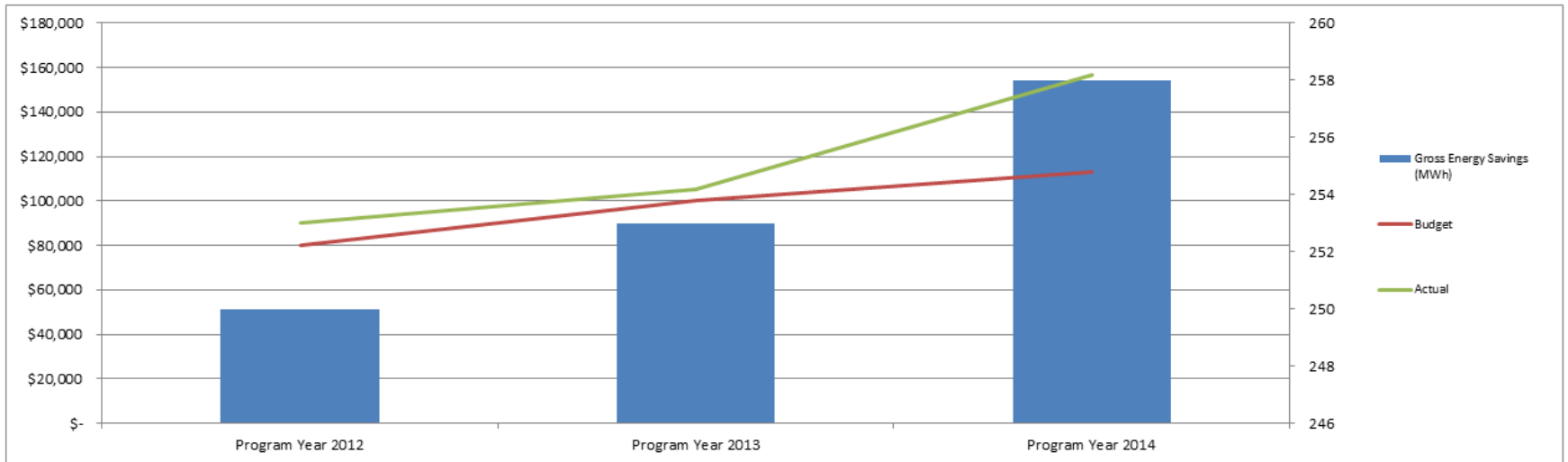
Table 6

Residential New Construction (example)

Select program from dropdown menu to view details.

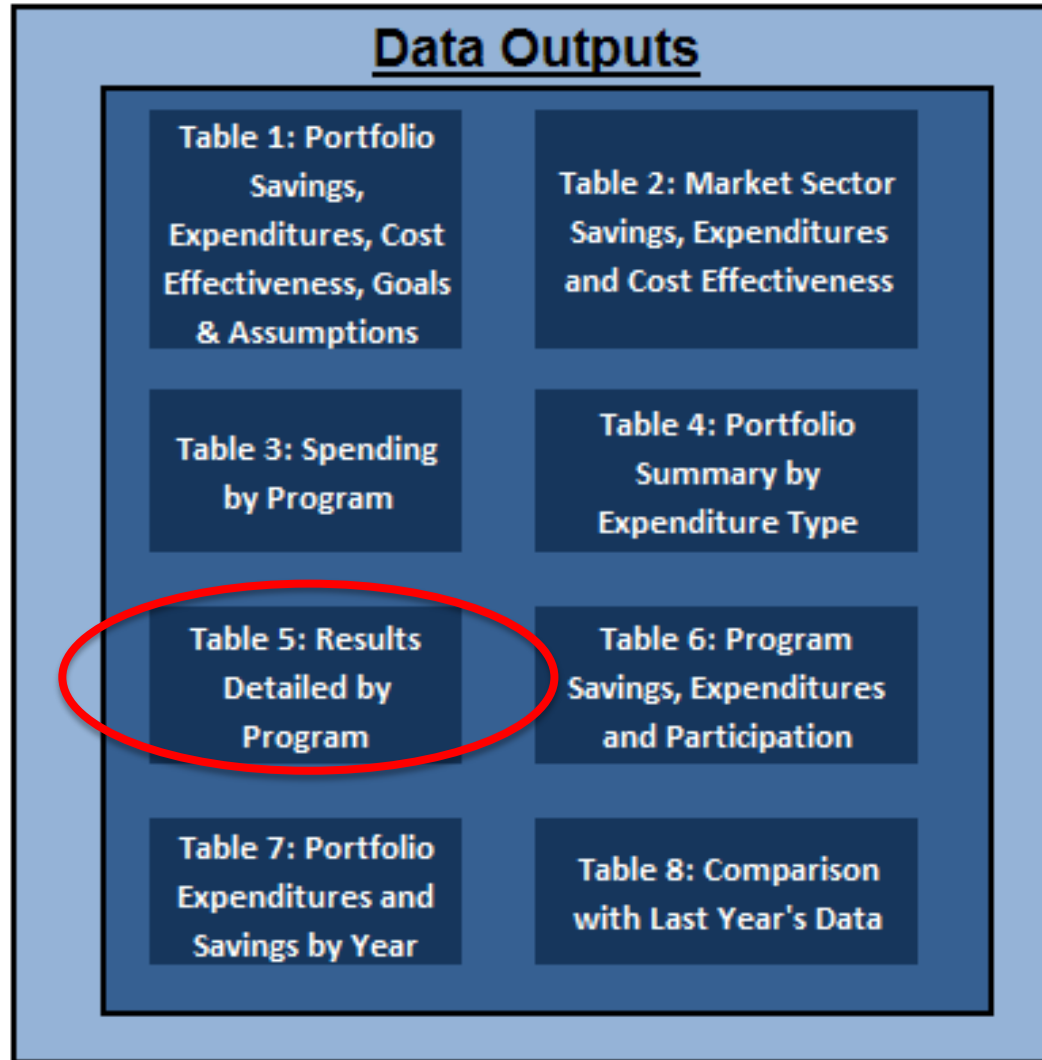
## Residential New Construction (example)

Program	Expenditures			Gross Energy Savings (MWh)					Net Energy Savings (MWh)					Participants				
	Budget	Actual	%	Plan	Claimed	%	Evaluated	%	Plan	Claimed	%	Evaluated	%	Plan	Claimed	%	Evaluated	%
Program Year 2012	\$ 80,000	\$ 90,000	113%	230	250	109%	200	87%	207	225	109%	180	87%	230	220	96%	220	96%
Program Year 2013	\$ 100,000	\$ 105,000	105%	250	253	101%	220	88%	225	207	92%	198	88%	230	220	96%	220	96%
Program Year 2014	\$ 113,100	\$ 156,400	138%	250	258	103%	340	136%	225	232	103%	306	136%	240	500	208%	500	208%



NOTE: Based on answers to screening questions, the savings values are reported at the: site

# Data Outputs





# Data Outputs

## Data Outputs

Table 1: Portfolio Savings, Expenditures, Cost Effectiveness, Goals & Assumptions

Table 2: Market Sector Savings, Expenditures and Cost Effectiveness

Table 3: Spending by Program

Table 4: Portfolio Summary by Expenditure Type

Table 5: Results Detailed by Program

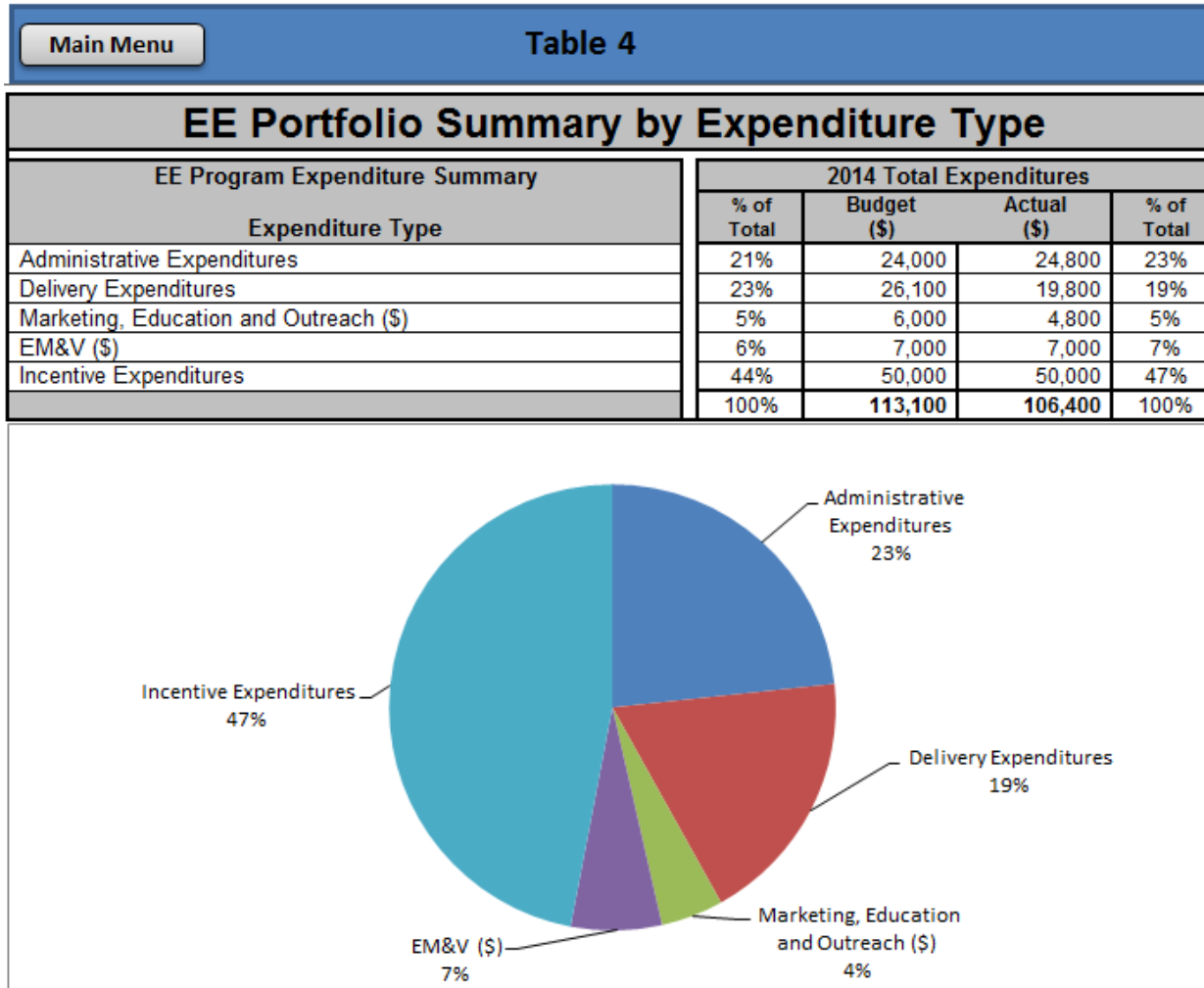
Table 6: Program Savings, Expenditures and Participation

Table 7: Portfolio Expenditures and Savings by Year

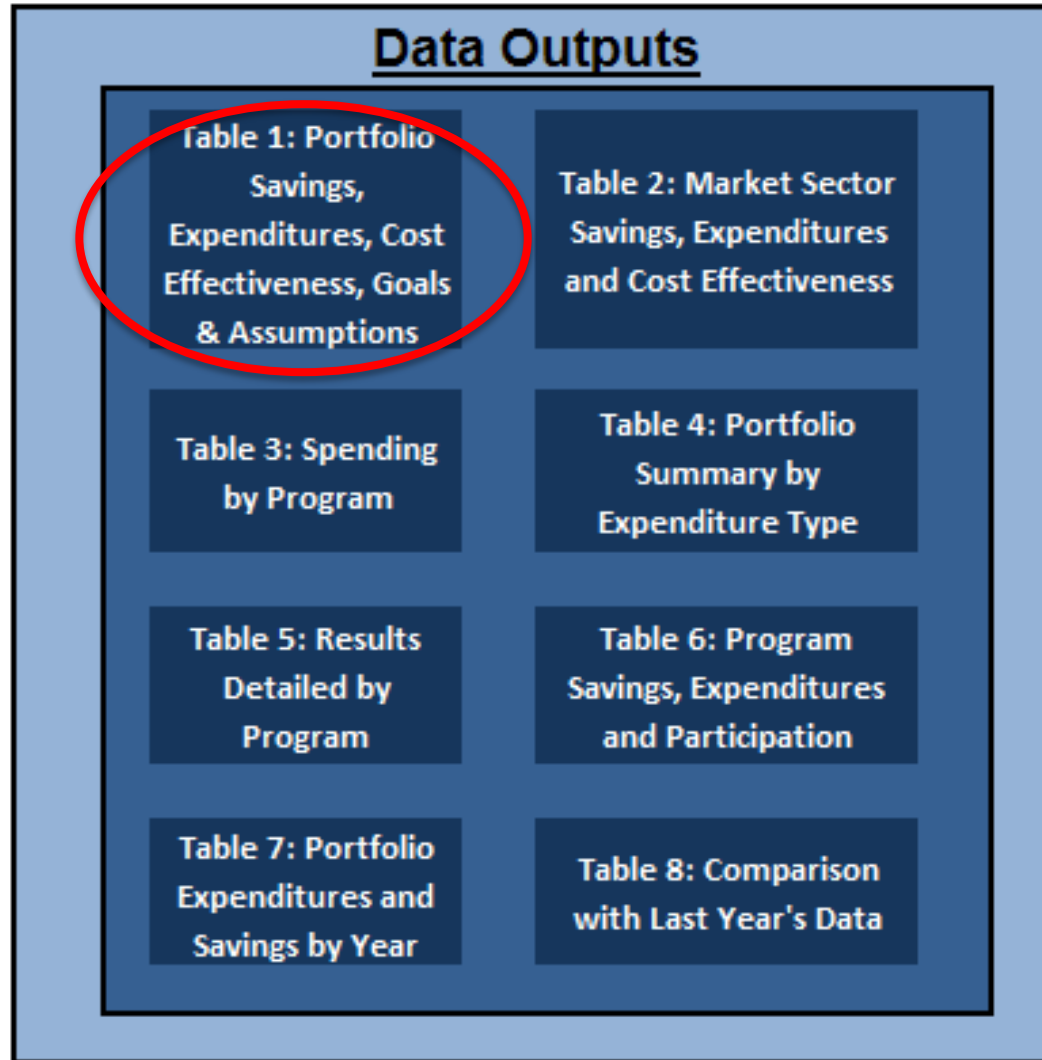
Table 8: Comparison with Last Year's Data



# Data Output – Portfolio Details



# Data Outputs: Portfolio level



# Data Output – Portfolio Savings, Expenditures, Cost-Effectiveness

Main Menu

## Table 1

### 2014 Portfolio Savings, Expenditures, Cost Effectiveness, Goals & Assumptions

Planned Gross Energy Savings			Planned Net Energy Savings			Claimed Gross Energy Savings			Claimed Net Energy Savings			Evaluated Gross Energy Savings			Evaluated Net Energy Savings			Expenditures			Cost-Effectiveness					
Demand	Annual Energy	Lifetime Energy	Demand	Annual Energy	Lifetime Energy	Demand	Annual Energy	Lifetime Energy	Demand	Annual Energy	Lifetime Energy	Demand	Annual Energy	Lifetime Energy	Demand	Annual Energy	Lifetime Energy	Budget	Actual	% of Budget	Total Resource Net Benefits (\$000's)	TRC Ratio	Program Administrat or Net Benefits (\$000's)	PAC Ratio	Societal Net Benefits (PV) (\$000's)	SCT Ratio
Mw	MWh	MWh	Mw	MWh	MWh	Mw	MWh	MWh	Mw	MWh	MWh	Mw	MWh	MWh	Mw	MWh	MWh									
34.0	250.0	2,500.0	30.6	225.0	2,250.0	48.0	573.0	6,246.0	39.4	454.2	5,131.4	82.4	340.0	3,400.0	74.2	306.0	3,060.0	113,100.0	528,400.0	467.2%	1,123.00	1.56	\$ -	-	\$ -	-

NOTE: Based on answers to screening questions, the savings values are reported at the site

#### Cost-effectiveness assumptions

Utility Discount Rate	0%
TRC/Societal Discount Rate	0%
Participant Discount Rate	0%

#### Methodology for calculating the cost-effectiveness tests

0

#### Non-Energy Benefits included in Cost-Effectiveness Tests

	Included	Description (if different from glossary)	Included in which Test(s)
<b>Non-Energy Benefits to Participants</b>	0	0	0
O&M Cost Savings	0	0	0
Participant Health Impacts	0	0	0
Employee Productivity	0	0	0
Benefits Unique to Low-Income Consumers	0	0	0
Comfort	0	0	0
<b>Unitary adder for societal benefits</b>	0	0	0
Air Quality Impacts	0	0	0
Water Quantity and Quality Impacts	0	0	0
Employment and Other Economic Impacts	0	0	0
Other Economic Considerations	0	0	0
Societal Risk and Energy Security	0	0	0
Reduction of Effects of Termination of Service	0	0	0
Avoidance of Uncollectible Bills for Utilities	0	0	0
Monetization of emissions	0	0	0
<b>Other</b>	0	0	0

#### Demand Savings Assumptions (time period and methodology for which demand savings is

0

- Energy savings
- Expenditures
- Cost-Effectiveness
- Assumptions

# Discussion: Next Steps

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- ◆ Technical assistance available to states that want to adopt standardized reporting using the tool
- ◆ Options include:
  - Customization of reporting tool
    - Include information linked to state policy objectives or reporting required by legislature or PUC (e.g., summary tables, graphs)
  - Augment numerical reporting with a standardized narrative document that provides for qualitative descriptions of the program administrator's efforts

# Questions/Comments

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<http://emp.lbl.gov/>

<https://emp.lbl.gov/publications/flexible-and-consistent-r>

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# Contact information

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Gregory Rybka  
(510) 486-5970  
[grybka@lbl.gov](mailto:grybka@lbl.gov)



Chuck Goldman  
(510) 486-4637  
[cagoldman@lbl.gov](mailto:cagoldman@lbl.gov)



Ian M. Hoffman  
(510) 495-2990  
[IHoffman@lbl.gov](mailto:IHoffman@lbl.gov)



Lisa Schwartz  
(510) 926-1091  
[lschwartz@lbl.gov](mailto:lschwartz@lbl.gov)

<http://emp.lbl.gov/>

<https://emp.lbl.gov/publications/flexible-and-consistent-r>