



422 NE Alberta St.
Portland, OR 97211

Tele 503.284.6827
Fax 503.284.9403
www.CommunityEnergyProject.org

Portland Housing Bureau Progress Report Weatherization Workshop Program

Second Quarter Report: October 1, 2010 – December 31, 2010

Prepared by: Emilio Hernandez III., Weatherization Workshop Coordinator

Reviewed by: Chaun MacQueen, Program Director

Sherry Burbach, Executive Director

APPENDIX - DATA TABLES for Workshop Participants Portland Housing Bureau - Client Demographic Information.

Total number of clients¹ for the reporting period and program year.

I. Gender	PHB 2nd Quarter	Total for Fiscal Year
Female	338	347 (66%)
Male	145	150 (28%)
Other	6	6 (1%)
Declined/No Response	23	24 (5%)
Total	512	527 (100%)

2. Race/Ethnicity	PHB 2nd Quarter	PHB 2nd Quarter	Total for Fiscal Year	Total for Fiscal Year
Ethnicity	Hispanic	Non Hispanic	Hispanic	Non Hispanic
White	23	185	24 (5%)	194 (37%)
Black/African American	8	54	8 (2%)	54 (10%)
Asian	3	44	3 (1%)	45 (9%)
American Indian/Alaskan Native	1	8	1 (<1%)	8 (2%)
Native Hawaiian/Other Pacific Islander	0	6	0 (0%)	6 (1%)
American Indian/Alaskan Native & White	2	14	2 (<1%)	14 (3%)
Asian & White	0	2	0 (0%)	2 (<1%)
Black/African American & White	1	8	1 (<1%)	8 (2%)
American Indian/Alaskan Native & Black/African American	3	2	3 (1%)	3 (<1%)
Other/Declined/No Response*	119	29	120 (23%)	32 (6%)
Total	160	352	163 (31%)	365 (69%)

* Year-to-date "other/declined/no response" include: 63 "Hispanic/Latino (a), 33 "other," 9 "declined response" and 16 "no response."



**COMMUNITY
ENERGY
PROJECT**

Empowering People – One Home at a Time

422 NE Alberta St.
Portland, OR 97211

Tele 503.284.6827
Fax 503.284.9403
www.CommunityEnergyProject.org

3. Income	PHB 2nd Quarter	Total for Fiscal Year
Over 80% Median Income	0	0 (0%)
51-80% Median Income	28	31 (6%)
31-50% Median Income	148	152 (29%)
0-30% Median Income	333	341 (64%)
No Response	3	3 (<1%)
Total Low-Mid Income (0-80% Median Income)	512	527 (100%)

4. Residence	PHB 2nd Quarter	Total for Fiscal Year
NE Portland	162	165 (31%)
SE Portland	237	248 (47%)
NW Portland	1	2 (<1%)
SW Portland	13	13 (2%)
N Portland	99	99 (19%)
Total	512	527 (100%)

5. Other	PHB 2nd Quarter	Total for Fiscal Year
Female Head of Household	237	242 (46%)
Elderly Head of Household (62 and over)	29	31 (6%)
Disabled/Special Needs Household	96	98 (19%)
Total	--	--



422 NE Alberta St.
Portland, OR 97211

Tele 503.284.6827
Fax 503.284.9403
www.CommunityEnergyProject.org

Additional Survey-sourced Statistical Information (Not required by PHB)

The following statistics are collected for other funders supporting CEP Weatherization Workshops for PHB-qualified households.

Home Ownership Status	PHB 2nd Quarter	Total for Fiscal Year
Renter	318	327 (62%)
Owner	165	170 (32%)
Declined /No response	29	30 (6%)
Total	512	527 (100%)

Housing Type	PHB 2nd Quarter	Total for Fiscal Year
Single-Family House	286	294 (56%)
Apartment/Duplex	167	171 (32%)
Mobile Home/Other	31	33 (6%)
Declined /No response	28	29 (6%)
Total	512	527 (100%)

Primary Heat Source	PHB 2nd Quarter	Total for Fiscal Year
Electricity	259	264 (50%)
Natural Gas	189	195 (37%)
Oil	37	39 (7%)
Wood	5	6 (1%)
Other	1	1 (<1%)
Don't know/no response	21	22 (4%)
Total	512	527 (100%)

Electric Utility Company	PHB 2nd Quarter	Total for Fiscal Year
Portland General Electric (PGE)	336	347 (66%)
Pacific Power (PP&L)	121	124 (24%)
Don't know/no response	55	56 (11%)
Total	512	527 (100%)

Natural Gas Customer	PHB 2nd Quarter	Total for Fiscal Year
Yes (for hot water and/or heat)	198	204 (39%)
Don't know /No response	72	75 (14%)
Total	---	---



422 NE Alberta St.
Portland, OR 97211

Tele 503.284.6827
Fax 503.284.9403
www.CommunityEnergyProject.org

Home Build Date (potential lead risk)	PHB 2nd Quarter	Total for Fiscal Year
1929 or before	96	102 (19%)
1930-1950	65	69 (13%)
1951-1978	86	87 (17%)
1979 and after	73	75 (14%)
Don't know	164	165 (31%)
No response	28	29 (6%)
Total	512	527 (100%)

Participant Age Range	PHB 2nd Quarter	Total for Fiscal Year
Under 21	3	3 (<1%)
21-30	124	133 (25%)
31-40	169	169 (32%)
41-54	121	123 (23%)
Over 55-61	37	38 (7%)
Over 62	30	32 (6%)
No response or "prefer not to respond"	28	29 (6%)
Total	512	527 (100%)

ⁱ Totals for fiscal year and other statistics include participants meeting the income guidelines (households at or below 80% MFI) under **PHB contract only**.

Other interested parties and community members exceeding income guidelines that attended a workshop but did not receive a kit are referred to CEP's Conservation Products Fundraiser, other energy conservation agencies and organizations for additional resources, rebates, or incentives.

Weatherization Workshop Program Activity Detail

- Continued Scheduling workshops and recruiting new host sites for the 2010-2011 season.
 - + Developed new Host communication and scheduling procedures.
 - Standardized forms so host and scheduling information retains continuity and provides historical record.
 - + Weatherization Workshop Program Curriculum:
 - Further refined English Power Point Presentation.
 - Spanish language development.
 - Spanish language PowerPoint – English version translated.
 - Spanish language Kit Owner's manual - English version translated.
 - Spanish language Forms – translated.



422 NE Alberta St.
Portland, OR 97211

Tele 503.284.6827
Fax 503.284.9403
www.CommunityEnergyProject.org

Weatherization Workshop Program Activity Detail cont.

- + Volunteer Workshop leader identification, recruitment and development
 - English
 - Four English Workshop Leaders trained and presenting.
 - Spanish
 - One Spanish language Workshop leader recruited and in training.
- + Volunteer Interpreters Resource identification, recruitment and development
 - One each Spanish, Chinese and Russian interpreters on resource list.
 - Spanish interpreter is active – One interpretation for CEP under contract. Others programmed for next season.

Ongoing Activities

- Continuing to Networking with other community partners and community members to develop new workshop hosts who can assist with reaching traditionally underserved groups, provide translation assistance, provide space or childcare at privately-hosted workshops.
 - + Examples: two Community Action agencies, Self Enhancement Inc. and Impact NW and one nonprofit specializing in helping entrepreneurs, Micro Enterprise Services of Oregon (MESO)
- Researching energy conservation and weatherization technical information and related resources.
 - + Attended a three day Building Science Conference.
- Work with volunteers on a variety of projects, some gaining training and experience from other organizations such as Easter Seals, PIVOT and Masters of Social Work Program fulfilling coursework requirements.

Activities from additional funding sources:

- Scheduling, marketing, and outreach activities to organize and promote weatherization workshops in historically underserved East Multnomah County.
 - + Second season exceeding contracts goals by approximately 20%.



422 NE Alberta St.
Portland, OR 97211

Tele 503.284.6827
Fax 503.284.9403
www.CommunityEnergyProject.org

Outreach Activities

Tracking Scope & Effectiveness

- Activities provide one source of evaluating the scope and effectiveness of and helps in refining and developing Outreach strategies, programs and activities.
- “Registration” and “participant” data is used to compare what people report as their information source when they register for a workshop to what they write on their feedback form after the workshop.
 - + “Registration” data includes mostly public workshop sign-ups
 - + “Participant” data includes both public and privately-hosted workshops, where the host organization is responsible for the outreach to their clients.

The following data includes all contracts throughout the reporting period.

Info Source – Weatherization Workshop	Registration Year to Date	Participants Year To Date
Host Agency	14 (6%)*	289 (52%)*
Word of Mouth	55 (25%)	66 (12%)
Community Partners	16 (7%)	27 (5%)
Past Participant	10 (4%)	14 (3%)
Caseworker/ Family Advocate	0 (0%)	0 (0%)
Utility Company	6 (3%)	0 (0%)
Building/sign walk-in	16 (7%)	10 (2%)
Magazine / Catalogue	14 (6%)	7 (1%)
Internet	22 (10%)	16 (3%)
Newspapers	17 (8%)	10 (2%)
Flyers	0 (0%)	0 (0%)
Neighborhood Newsletter	1 (0%)	0 (0%)
TV/Radio	0 (0%)	0 (0%)
CEP program (incl. Or heat)	5 (2%)	13 (2%)
Community Events	1 (0%)	1 (0%)
Fix-it-Fair	11 (5%)	9 (2%)
No response/forgot/other	38 (17%)	96 (17%)
Total	226	558

* Percentages may not total 100 due to rounding to the nearest whole percent.



422 NE Alberta St.
Portland, OR 97211

Tele 503.284.6827
Fax 503.284.9403
www.CommunityEnergyProject.org

Outreach Events & Contacts

CEP promotes all programs at every event and networks with other organizations.

- CEP attended **4** Outreach Events this Quarter and **10**, year to date.
- All of CEP’s programs were promoted equally to general audiences and all ages.
- Contact Tracking is done to generate data on how many people visit, have conversations and take information.

Contact Tracking (Tabling Events)	Total for Quarter	Total for Fiscal Year
Total Visit Table	179	397
Take Information	76	160 (40%)*
Leave Information/Sign up	32	95 (24%)
Conversations	142	303 (76%)
Networking/Conversation with other orgs.	24	55 (14%)

* Percentages are not mutually exclusive, and are a percentage of how many people visited the table

Outreach - Referrals

CEP functions as a large referral source for many clients to many organizations and are divided into three categories:

- **“Active Office referrals”**
 - + A person who calls, emails, or walks in the door and requests a service we do not offer.
- **“Active Outreach Events”**
 - + Tracking which brochures are taken at an event by bundling and pre-counting each quarter.
- **“Passive Referrals”**
 - + Resources automatically given to clients through workshops, the In-Home Services program and website traffic.

Active Referrals	Quarter Total	Year to Date Total
Office Referrals	187	353
In-Home Referrals	28	28
Outreach Events	40	120
Total Active Referrals	255	501

* Each member of CEP staff tracks the referrals they make, and the data is collected quarterly.



422 NE Alberta St.
Portland, OR 97211

Tele 503.284.6827
Fax 503.284.9403
www.CommunityEnergyProject.org

Program	Participants Quarter	Resources	Quarter Total	YTD Total
Basic Lead Poisoning	166	20	3,320	5,200
Lead Safe Home Project	32	22	704	830
DIY Weatherization WS**	601**	45	27,045	27,720
In-Home Services	69*	28	1932*	1,932
CEP Website	3,504	36	126,144	221,580
<i>Total Passive Referrals:</i>			<i>159,145</i>	<i>257,262</i>

*Numbers are combination of 1st and 2nd quarter

**Numbers are for ALL CEP weatherization workshop contracts combined.

Volunteer Highlights

This quarter, **12** volunteers provided **263.25** hours of volunteer time for the Weatherization Workshop program. Volunteers helped to assemble weatherization kits, made calls to workshop participants, organized warehouse materials and assisted past participants with trades and bonus materials. The overall program assistance for CEP programs is below with the DIY Weatherization program highlighted:

Program	Number of Volunteers Quarter	Number of Volunteers Year	Volunteer Hours Quarter	Total Hours Fiscal Year
Weatherization Workshop	12	12	263.25	338.75 (27%)
Lead Poisoning Prevention	8	10	48.75	80.75 (6%)
In-Home Services	119	121	550.25	612.25 (48%)
Water Conservation	1	2	1	4.5 (0%)
Training and Consulting	2	2	9	12 (1%)
Other	6	6	221.75	234.75 (18%)
Total	*126	*129	1094	1283

*Non-duplicated volunteers (some volunteers work with more than one program)