



Municipal Electric Utilities of Wisconsin  
725 Lois Drive  
Sun Prairie, Wisconsin 53590  
(608) 837-2263



Wisconsin Electric Cooperative Association,  
a Division of the Wisconsin Federation of Cooperatives  
131 West Wilson Street, Suite 400  
Madison, Wisconsin 53703  
(608) 258-4400

To: Municipal Electric Utility and Rural Electric Cooperative Managers

From: David Benforado, Executive Director  
Municipal Electric Utilities of Wisconsin  
[dbenforado@meuw.org](mailto:dbenforado@meuw.org)

Share Brandt, General Manager  
Wisconsin Electric Cooperative Association  
[share.brandt@wfcmac.coop](mailto:share.brandt@wfcmac.coop)

Date: August 14, 2008

Re: Update on Distribution of Revised "A to Z Commitment to Community Guidebook"; Important Election Deadlines for Participation in Focus on Energy and/or DOA's Low Income Assistance Programs.

**Update on Revised "A to Z Commitment to Community Guidebook".**

Good news -- the revised MEUW/WECA "A to Z Commitment to Community Guidebook" is nearing completion. As you know, we have contracted with WECC (Wisconsin Energy Conservation Corporation) to assist our two organizations with the production of this handy Guidebook. Later this month, we will post the complete Guidebook on the WECC web site where it can be easily referenced, forms downloaded, and the like.

**Important Election Deadlines for Participation in Focus on Energy and/or DOA's Low Income Assistance Programs.**

Attendees of the MEUW/WECA *Commitment to Community Seminar* in Stevens Point on May 6, 2008, may recall hearing from Jolene Sheil, Director of the Focus on Energy Program at the Public Service Commission of Wisconsin, regarding changes to the opt-in/opt-out notification process scheduled for this fall.

After reviewing the various timelines for the five PSC dockets resulting from the Governor's Global Warming Task Force, the Act 141 Energy Efficiency Potential Study requirement and Quadrennial Planning process requirement, the PSCW and SEERA (which is the "Statewide Energy Efficiency and Renewables Administration, Inc.", the non-profit entity created as a result of Act 141 to receive and distribute these funds collected from utility customers) issued contract extensions for the existing Focus on Energy contractors (including a one-year extension to Wisconsin Energy Conservation Corp. for program administration/implementation). The extensions were granted to avoid issuing RFPs in the midst of research that is likely to have future impacts on Wisconsin's energy efficiency and renewable energy initiatives.

As a result, the State has decided that the formal opt-in/opt-out notification process for municipal electric utilities and rural electric cooperatives to decide on their program participation will not take place this fall as originally planned. Please carefully read below to determine what, if any, action needs to be taken on your part at this time:

- Those currently participating in the statewide Focus on Energy Program and/or DOA's Low Income Assistance Program *that would like to continue participation through December 31, 2009*, need to do nothing. Participation in these programs will continue.
- Those currently participating in the statewide Focus on Energy Program and/or DOA's Low Income Assistance Program *that would like to terminate participation in either program*, must do the following:
  - for those opting out of the Focus on Energy program, the effective date would be *December 31, 2008*, and you must notify Jessica Kurtenbach at WECC ([jessicak@weccusa.org](mailto:jessicak@weccusa.org)) by no later than October 1, 2008; and
  - for those opting out of DOA's Low Income Assistance Program, the effective date would be *June 30, 2009*, and you must notify Gary Gorlen at DOA ([gary.gorlen@wisconsin.gov](mailto:gary.gorlen@wisconsin.gov)) by no later than April 1, 2009.
- Those not currently participating in the statewide Focus on Energy Program and/or DOA's Low Income Assistance Program *that would like to join one or both programs*, must do the following:
  - for those wanting to opt in to the Focus on Energy program, the effective date would be *January 1, 2009*, and you must contact Jessica Kurtenbach at WECC ([jessicak@weccusa.org](mailto:jessicak@weccusa.org)) by October 1, 2008 (these opt in dates are somewhat flexible); and
  - for those wanting to opt in to DOA's Low Income Assistance Program, the effective date would be *October 1, 2008 or earlier*, and you must ***immediately*** contact Gary Gorlen at DOA ([gary.gorlen@wisconsin.gov](mailto:gary.gorlen@wisconsin.gov)).

For those Members electing to make any changes to their current arrangements, it would help us keep up to date if you provided us with a courtesy copy of any related election correspondence. If you have questions about Focus on Energy programs, please contact Jessica Kurtenbach at WECC (608-249-1271, ext. 301; [jessicak@weccusa.org](mailto:jessicak@weccusa.org)). Questions about DOA's Low Income Assistance Program may be directed to Gary Gorlen at DOA (608-266-8870; [gary.gorlen@wisconsin.gov](mailto:gary.gorlen@wisconsin.gov)).

Please feel free to contact either one of us if you have questions regarding any of the matters discussed in this memo.

cc: Carol Stemrich/Jolene Sheil/Greg Laubmeier, PSCW  
Sue Brown/Gary Gorlen, DOA  
Jessica Kurtenbach, WECC