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AGENDA
BOARD OF DIRECTORS
April 28, 2004
Taj Mahal
Grand A/B Prefunction
Atlantic City, New Jersey
9.30 A.M. - 12 Noon

- I. Introductions
- II. Approval of Minutes Tab (A)
- III. Chairman's Remarks
- IV. President's Remarks
- V. Report of Finance Committee – Peter Carini Tab (B)
 - a) Review of 2003 - John Maniscalco
 - b) Audited Statements - Mike Buzas
 - c) 2004 Budget - John Maniscalco
 - d) 2005 Proposed Budget – Don Allen & Bob Greenes
- VI. Report of Education and Training Committee - Bob Boltz
- VII. Tanks & Fuel Quality – John Levey
 - a) Fuel Quality - Tom Santa
 - b) Tank Installation & Maintenance – John Levey
 - c) Tank Integrity & Evaluation
 - d) State Pollution Trust Fund Review
 - e) Outreach to Insurers & Other Parties – John Maniscalco
- VIII. a) Build with Oil – Don Farrell
- IX. Report of Research and Development Committee/ National Oilheat Research Institute
 - a) Review of All Projects – Peter Carini Tab (C)

- b) Low Sulfur Project – John Huber
- X. Public Relations – Jim Townsend
- XI. Report of Consumer Education Committee - Jim Pierson
 - a) Review of Martin – Sydney Norton
 - b) Consumer Research – Bob Greenes
- XII. Grants
 - 1) Proposed Policy
 - 2) Action Items
 - 3) Status of 2003/Disbursement Reports
- XIII. Elections
 - a) Executive Committee
 - b) NORI
- XIV. Unfinished Business
- XV. New Business
- XVI. Next Meeting – August 23rd, Providence, RI
- XVII. Conclusion

Tab (D)

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- (04) Term Expires 12/04
- (05) Term Expires 12/05
- (06) Terms Expires 12/06

Revised 4/22/04



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Minutes
National Oilheat Research Alliance
October 22, 2003
Washington, DC
1:00-4:00 pm

I. INTRODUCTION

Mr. Bob Greenes called the meeting to order at 1:00 p.m. He directed Mr. John Huber to call the roll and report. Mr. Huber called the roll, and the following members of the Board were present. At 1:25 p.m. a quorum was established.

Don Allen
Debbie Baker
*Rudy Ballard
*Carl Benker
*Marc Bingham
Bob Boltz
Peter Carini
Bill Ermer
*John Fuquay
Joe Glick
*Larry Goldstein
Bob Greenes
*Daryl Hackman
*Allison Heaney
*Gene Jacobus
Chris Keyser
Ed Newberry – Patton Boggs

* Marc Lacasse
*Anthony Losquadro
Jeff Lykins
* Jon Madsen
*Michael Meadvin
Ed Miller
Ralph Mills
*Richard Phelps
Frank Sestito
Irik Sevin
*Donald Steward
Jack Sullivan
Jim Townsend
*Dan West
*Douglas Woosnam
*Leonard Zvorsky

II. APPROVAL OF MINUTES

Mr. Bob Greenes moved to approve the minutes of the meeting held in April as submitted to the Board of Directors. The motion was seconded and approved by voice vote.

III. CHAIRMAN'S REMARKS

Mr. Bob Greenes stated that it's been almost ten years since the idea of the NORA organization was first discussed. There have been many bumps along the way; however, NORA has been the most collaborative effort ever to be undertaken successfully by the heating oil industry.

The collections and budgeting was shepherded by the Finance Committee and Michael Hopsicker's task force. The research and development committee, industry education committee, and the consumer education committee all have worked well. NORA is going to be the most important development for ensuring a vital and bright future.

NORA is recognized today by Department of Energy and state and local officials as a constructive voice in the nation's energy policy. We are viewed as the focus of the industry and the vital part of the U.S. Energy Policy.

NORA is very fortunate in having John Huber as its president and he's included in almost all of our programs. He and his assistant Phyllis are our total staff, and the volume they produce is truly beyond comprehension. Mr. Greenes stressed that everyone played a part and will as well going forward. The Executive Committee and state executives are especially to be commended for working together unselfishly and with non-parochial attitudes; working for the greater good.

"It is hard to believe that it is almost ten years since the ideas of a NORA type organization was conceived. It has been a roller coaster ride, but worth every bump along the way. NORA has been the most collaborative effort ever undertaken successfully by the Heating Oil Industry. Volunteers from over 40 states even many without heating oil dealers came forward to lend support. PMAA is especially to be thanked for its significant part even to bequeathing NORA its president.

The NORA structure has performed almost better than expected. From collection procedures ably implemented by Don Allen's Finance Committee and constructed by Michael Hopsicker's Task Force to the Research and Development Committee, the Industry Education and Training Committee and the sometimes in turmoil Consumer Education Committee. NORA is poised to be the most important force in preserving a viable and bright future for its members.

NORA is recognized by Department of Energy, state and local officials as a constructive voice in the nation's energy policy making. We are viewed as the voice of the industry, and a vital part of the U.S. Energy Mosaic.

NORA is fortunate in having John Huber as its President. He is included in every facet of our programs. He and his assistant Phyllis are our total staff and the volume of paper, e-mails, faxes, reports, etc., they provide is truly beyond comprehension.

Without trying to identify every individual who has helped, let me just say you all played a part, and will as well going forward. The Executive Committee and the state executives are especially to be commended for their unselfish and non parochial attitudes for the greater good.

In stepping down as chairman, I trust I am leaving a healthy vibrant group of second and third generation marketers who will lead NORA to more and important programs that will benefit a growing number of satisfied heating oil consumers.

My personal thanks to each of you individually and collectively for taking the time at your personal expense. You made my job easier, and you insured a brighter future for yourselves."

IV. PRESIDENT'S REMARKS

Mr. John Huber stated that we will discuss many positive developments today, and he also expressed appreciation to the many individuals that made those positive efforts happen. As we consider the budgetary initiatives, we must continue to understand the vision of NORA. NORA was designed to lay the foundation for the growth of this industry. As we explore the projects we must understand that some of the ideas and initiatives may have higher risk and without that risk there certainly will not be growth. In particular, when we review Peter Carini's report in the

Research & Development area, we should understand that we are in a technology forcing mode. Those efforts are what will lead to new products that will enhance current practices and develop potential for growth and improvements in service.

In the consumer education arena, we are in a much better position than we were last year. Last year at this meeting, we dismissed Fallon and initiated efforts to begin a new campaign for the industry. We had to hire a new agency, and the initiative of this board resulted in a much stronger campaign.

The industry is now unified with a single message and the materials developed have been used in all marketing. The states presented the unified industry and in the Education and Training area, we have strong training materials, a productive Train the Trainer program and we are moving towards a more uniform training curriculum for the industry. This effort should ensure that consumers will see great value for Oilheat; systematically address issues and develop guidance. The guidance that we have released is outstanding. The focus is on oilheating companies and we hope that their employees are using materials.

The research and development area is also very strong. We have many products in the works and many great ideas. NORA should be seen as your tool to solve existing problems in your business and may result in improved technology. Operating procedures that are based on strong knowledge and fully developed should allow you to more fully serve your customers. Mr. John Huber expressed his thanks to everyone for their confidence and support that they have shown Bob Greenes and himself this year. He also hopes that everyone will continue to respond to the challenges and provide that support the upcoming year.

V. REPORT ON THE FINANCE COMMITTEE

Mr. John Maniscalco reported that cash available for 2003 was \$12,737,022 and total 2003 revenue for allocation was \$11,989,022. Research and Development was \$437,022; Education and Training was \$437,022, state rebates were \$8,847,718 and consumer education was \$1,503,092. Total grants and state rebates were \$10,116,704.

Total administration expenses were \$687,766 and total other expenses were \$6,230. Total operating expenses were

\$663,996 and total expenditures were \$10,780,700. Increase/Decrease in net assets was \$1,208,322.

Total current assets were \$8,208,995 and property and equipment was \$5,666. Other assets were \$156,189 and total assets were \$8,370,850. Total current liabilities were \$891,905 and total liabilities were 4,871,093. Total liabilities and net assets are \$8,370,849.

Mr. John Huber presented the proposed 2004 budget that was prepared earlier in the year by the Finance Committee. It was submitted to the Secretary of Energy and Chairpersons of the two full and relevant sub-committees. It was noticed and the opportunity was provided for comments on this budget and no comments were received. We will take final action into this and it will be our operating budget for 2004.

Mr. John Huber submitted the Disbursement/Remaining Report and explained how we keep track internally of the grants that have been processed with the states, and how much has been provided with the status of what is left. He explained that the most relevant column is the approved, disbursed and remaining report. The approved is what was authorized for the states to use; the disbursement is how much has actually been provided to that state; and the remaining is what's left in their account.

The last resolution of this board indicated that grant recipients, state organizations, have an obligation to utilize the funds that are provided to accomplish projects on behalf of the industry. The states are entitled to the remaining 33% of their 2003 allocation on February 1, 2004. Some of the states are ahead of that payment because of the liquidity that we have from the overage from the cold weather last year as well as the cold weather fund.

Mr. Don Allen stated that NORA has \$10.6 million in consumer education which leaves \$3.3 million spent on education and training. He would like a compilation of all state efforts and national efforts. He stated that he sometimes think that we are not aware of how much training our states are now doing.

Mr. Bob Greenes made a motion that the 2004 budget be approved. The motion was seconded and carried.

Mr. Ed Newberry reported that we had little legal activity. We spent our time especially overseeing some of the compliances this year and making sure that the relationship with NORI operates appropriately with the research piece.

VI. REPORT ON GRANTS

Mr. John Huber stated that the grants submitted have been subjected to 30 days of comments and no adverse comments have been received. Nevada's grant was not received until last week therefore, the proposed resolution has that grant to be processed on an interim basis. If comments are received within the 30 day comment period, then those will be referred to the executive committee for action. All others are suitable for execution and advance, comply with the statute and are suitable. He entertained a motion for someone to approve resolutions G1-G40 which is the expenditures and the grants to the states for the coming year.

Mr. Bob Greenes made a motion that the resolutions from G1-G-40 be adopted. The motion was seconded, and carried.

Resolution #G-1

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-VA-001 is hereby approved in the amount of \$395,284.00.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-2

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board

also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as ET-04-VA-001 is hereby approved in the amount of \$98,821.00

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-3

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-KY-001 is hereby approved in the amount of \$186,046.55.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-4

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as ET-04-KY-001 is hereby approved in the amount of \$9,791.40.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-5

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-ME-001 is hereby approved in the amount of \$569,346.46.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-6

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as ET-04-ME-001 is hereby approved in the amount of \$300,000.00.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-7

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-MD/DC/DE-001 is hereby approved in the amount of \$530,392.20.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-8

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as ET-04-MD/DC/DE-001 is hereby approved in the amount of \$75,000.00.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-9

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-PA-001 is hereby approved in the amount of \$1,648,731.00.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-10

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public

comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as ET-04-PA-001 is hereby approved in the amount of 330,000.00.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-11

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-OR-001 is hereby approved in the amount of \$72,065.21.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-12

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-MA-001 is hereby approved in the amount of \$1,450,000.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-13

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as ET-04-MA-001 is hereby approved in the amount of \$320,152.00.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-14

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as RD-04-MA-001 is hereby approved in the amount of \$15,000.00.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-15

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-WA-001 is hereby approved in the amount of \$108,078.53.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-16

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-NC-001 is hereby approved in the amount of \$391,878.00.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-17

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as ET-04-NC-001 is hereby approved in the amount of \$97,969.00.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-18

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public

comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-NY-001 is hereby approved in the amount of \$2,289,469.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-19

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as ET-04-NY-001 is hereby approved in the amount of \$353,407.00.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-20

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-NH-001 is hereby approved in the amount of \$382,436.10.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-21

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as ET-04-NH-001 is hereby approved in the amount of \$95,609.04.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-22

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-CT-001 is hereby approved in the amount of \$883,039.73.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-23

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as ET-04-CT-001 is hereby approved in the amount of \$315,371.33.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-24

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as RD-04-CT-001 is hereby approved in the amount of \$63,074.27.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-25

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-NJ-001 is hereby approved in the amount of \$1,071,000.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-26

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public

comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as ET-04-NJ-001 is hereby approved in the amount of \$296,206.50.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-27

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as RD-04-NJ-001 is hereby approved in the amount of \$20,000.00

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant

Resolution #G-28

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-OH-001 is hereby approved in the amount of \$289,259.47.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-29

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as ET-04-OH-001 is hereby approved in the amount of \$72,314.87.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-30

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-IN-001 is hereby approved in the amount of \$101,635.00.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-31

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as ET-04-IN-001 is hereby approved in the amount of \$17,500.00.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-32

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-RI-001 is hereby approved in the amount of \$395,967.78.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-33

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as RD-04-RI-001 is hereby approved in the amount of \$10,000.00.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-34

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their

resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-VT-001 is hereby approved in the amount of \$200,000.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-35

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as ET-04-VT-001 is hereby approved in the amount of \$50,088.92.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-36

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-WI-001 is hereby approved in the amount of \$86,057.48.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-37

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as ET-04-WI-001 is hereby approved in the amount of \$28,685.83.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-38

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made. To this end, the Board of Directors hereby:

Resolved: That the request identified as ET-04-ID-001 is hereby approved in the amount of \$17,004.56.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-39

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant is subjected to public comment for thirty days and if comments are received they will be resolved at the next Executive Committee meeting. To this end, the Board of Directors hereby:

Resolved: That the request identified as CE-04-NV-001 is hereby approved in the amount of \$24,000.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

Resolution #G-40

The National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant is subjected to public comment for thirty days and if comments are received they will be resolved at the next Executive Committee meeting. To this end, the Board of Directors hereby:

Resolved: That the request identified as ET-04-NV-001 is hereby approved in the amount of \$8,000.

Be it further resolved: That the President of NORA enters into a contract with the grant applicant identified in the grant to effectuate the purpose of the grant.

VII. REPORT ON RESEARCH AND DEVELOPMENT

Mr. Peter Carini reported on behalf of NORI he would like to thank members for their confidence that was shown in their efforts. The plans that we have made for 2004 funding are doing well and I would like to discuss a proposal by the Executive Committee to provide additional funding for research projects in 2004. I would like to focus on what NORI is trying to accomplish and what we all must accomplish.

First, it's important that we improve the products that we use and sell. Improving our service performance by making more reliable equipment and improving diagnostic tools are essential. Ensuring that our customers receive high quality service, eliminating call backs and reducing unscheduled calls will improve our customers' view of us as a reliable fuel. Also, developing an electronic smoke detector is essential and we will also propose that we begin work on smart controls and diagnostics.

The second task is to develop products that will allow us to respond to our customer needs and provide opportunities to sell different products. This area includes developing a larger heat pack, oil fired fireplace and a 2 stage furnace.

Finally, the third task is to ensure that NORA is helping to develop a long term future for the industry, and to ensure that we develop equipment and services that will allow us to respond to challenges that we anticipate. Additionally, as EPA moves to regulate pm 2.5, we will need to reduce our sulfur and NOX emissions.

We must respond to these challenges and explore condensing technologies; increase efficiency of our equipment and improve the cleanliness of the burners. We must also consider a way to eliminate tank leaks.

Finally, we must develop information about the advantages that we have made; the research that has been developed and ensures that our industry is educated. I would like to review these projects that we are currently funding and request your endorsement to the following efforts.

We have dedicated significant funds in working with Brookhaven National Laboratory to better understand our fuel and steps that we should take. Brookhaven has analyzed fuels at different levels of distributions systems and we have taken samples from tanks and have worked with many distributors.

They found that our storage is critical and water in tanks is undermining the reliability of our fuel. We have taken that knowledge and will use it in our installation manual. They have uncovered potential problems with copper piping and we've worked with two manufacturers to develop electronic smoke testers. This is a difficult task in trying to measure for low smoke and ensure that the tests are reliable.

The Consumer Energy Council Association conducted a workshop with leading scientists to share information regarding materials and fuel issues. At our meeting in June, the Board of NORI voted with 2003 and 2004 allocations to support the development of the 5 ton heat pak. Currently, we do not have a joint air conditioning furnace that can be used for rooftop applications. This unit will fill a niche as well as be usable for many large homes with significant air conditioning needs. We are also working to develop a 2 stage furnace that

will improve efficiency comforts of a home and finally we allocated \$100,000 to develop the information and the statistical data we need to respond to the tank challenge. Additionally, we continue to think it's important that we have funds to work on the particulate matter issues and on whether a change in sulfur is necessary.

**I would like the board to pass the following resolutions
Be is resolved that the budget allocation for 2004 of
\$641,000 be allocated to the National Oilheat Research
Institute to develop the 5 ton oil pak of a 2 stage
furnace, and continued developments of a condensing
technology for efficient furnace, boilers and low NOX
equipment. Improvements in tanks technology and
working on particulate issues.**

Mr. Bob Greenes moved that the resolution be adopted. The motion was seconded and carried.

Mr. John Huber shared some important information from Europe indicating that they are using plastic tanks and using other technology that could be very effective in our industry. The advanced boilers that we are talking about are necessary to be equivalent to gas.

Mr. Peter Carini stated that The Adams Manufacturing Company on a grant is to proceed with their condensing furnace. That product that should be coming out soon and it will be the most efficient furnace and will able to use plastic venting.

We are perceived as being dirty and old fashioned. The old fashioned will be eliminated by technology changes and being clean will come thru low-sulfur. The Executive Committee discussed the projects that are beyond current funding. Based on cold weather and the potential of these projects, the Executive Committee has asked me to describe additional projects and request your support for an additional \$500,000 for these projects. We need to have a low NOX oil burner available for this industry that is accessible to our industry and works with American technology.

Mr. Peter Carini discussed as NORI enters the third year, there is approximately \$250,000 that has not been allocated for projects. However, the NORI Board has reserved \$100,000 for work on tanks which is dependent on a report to be delivered

by the North Carolina Petroleum Marketers, and \$100,000 to consider and work with NESCAUM on an ultra-low sulfur study. Thus, at this point there is \$50,000 of funds not allocated. In addition there's a study of low firing rate burners, \$225,000, which has not been contracted for which could be repositioned for other uses if necessary.

At this time, the following projects appear to warrant further consideration and support by the industry.

- 1) Field Test of Low NOX equipment.
- 2) Condensing Boiler
- 3) Electricity Generation
- 4) Smart Controls
- 5) Tanks
- 6) CO2 Reductions

Mr. Peter Carini recommended the following resolution.

That therefore it be resolved that the board provide \$500,000 from the 2004 budget to NORI to advance the projects described above including smart controls, tank technology improvement and smart control diagnostics. We will also work on electrical generation equipment that could use oilheat and to work on our efficiency to respond to the global warming challenge.

Mr. Bob Greenes made a motion that the resolution be adopted and approved by the board.

Mr. Anthony Losquadro thanked Peter Carini for all the hard work that he has done on the Research and Development and all the items that he's working on. He pointed out that it is one thing to develop equipment, but stressed that the work is not done until regulatory bodies allow the use of the equipment.

Mr. John Huber stated that was one of the challenges that we have in particular when we look at technology that might be widely accepted in Europe that doesn't meet our fire or building codes. It is true that developing or bringing technology in the market because of their regulatory restrictions is a waste of effort. What we are working on is to ensure that we can get either UL, NFPA or any other regulatory

body approval. That is certainly the challenge of some of this equipment.

The plastic tank is not acceptable in the U.S. as is, and part of the project would be to review the NFPA code and see if we can change some of the testing requirements. That may make us suitable for the US markets to clearing some of those regulatory hurdles to those manufacturers.

Mr. Peter Carini stated that most of these projects that we are doing are helping to improve our abilities to deliver a safe and cleaner fuel.

Mr. Bob Greenes stated that the next meeting of NORI is scheduled December 5th in New York, City.

Mr. John Huber said that he would put a notice out and post it on the website.

Mr. Jack Sullivan stated that NESCAUM is an air quality department and we as an industry must respond to their concerns and initiatives to reduce sulfur to 15 ppm.

VIII. REPORT ON CONSUMER EDUCATION

Mr. Bob Greenes stated that Mr. John Huber was part of the task force. Mr. John Huber stated that we did form a sub-committee of our advertising group and people who are on that committee are Irik Sevin, Jim Townsend, Debbie Baker, Nancy Allen, Jim Pierson, Dave Martin Peter Bridgman and Mike Deberdine. They worked productively with Martin to try to develop a better product with the industry that would be usable in each of the states.

Mr. John Huber stated that we developed a new television advertisement with a visual representation of oilheat. The warmth it gives as well as our message "99.9 percent clean, 100 percent warm" as well as three radio campaigns. We did a home moment's campaign, a supplementary campaign, Radio Karaoke.

The third campaign was affiliated with our television advertising which we called "White Heat". In each market, the campaigns were well received by the dealers in the industry which means that it's being used, so the efforts are moving to fruition.

Mr. John Huber presented the advertising commercial and stated that our spot is very strong and reflects what the industry needs to be. I think it will be well received by the consumers. I've received emails from consumers saying they really like it and they want to buy the music from it. Consequently, it is being heard and I know from the industry it's being heard. I think we have a very good rotation from what I can tell. The down side of this is that we developed the campaign and worked with the industry which was expensive. We told The Martin Agency that they had to do it and work with us on outreach in the market. Part of that is we had a lot of disunity coming out of last year and different states and local markets which were not happy with the products. Earning support required a lot effort, hours on the road and we did go through a much more involved process than was anticipated with the original budget with Martin of 1.1 million dollars.

We have a significant overage from what was budgeted by this Board last year and it consists of two major elements: The agency fee and the production cost. The production cost is the cost to the agency of their third party vendors. I estimated cost of production for the television spot would be \$400,000; radio would be \$60,000 as well as the "Out-of-Home". Then there would be miscellaneous fees which I budgeted about \$80,000 and the remainder of the fee 1.1 million would be for the agency. This would include media planning placement, creative assignment, two radio campaigns, one television spot and an "Out-of-Home" campaign. At this point the over budget for the campaign is \$500,000 over, and \$90,000 of that cost is for television commercial, or 2.2 million for everything.

Early in August our advertising committee reviewed the work that was in progress and the agency felt that they were approximately one week from completion, and would be ready for airing in September. It was not our expectation of what the Ad would be and we all agreed that it did not meet our needs, and it was not how we wanted to be represented. Therefore, we had to go back to the production house and request that they work on the graphics for approximately six more weeks. The agency fee was up \$430,000 over for this additional work and they are writing off \$50,000 for the creative not going in the right direction at the right time.

We also had some delays due to the war in Iraq and we probably spent a lot of time re-thinking the type of message we

wanted to deliver and when. Because we were retaining an outside vendor and having people on the payroll caused overages. Media planning and placement was much more involved and resulted in approximately a \$100,000 overage. Working with each of the audiences that have different DMA's and different cities required more effort. Usually they get a flat number for market for the country and they deal with it. This time they had to sort it out and most of the states wanted an alternative approaches, and wanted to understand exactly what they were doing. As a result, we will be \$500,000 over this for this year.

Mr. Jim Pierson stated that when we got involved with this TV situation there were a lot of comments as to how it was projected. The filming effect was more like a ghost or a sheet and it took a lot of time and reworking to get it at its present level. At one point it wasn't acceptable and our committee advised us to go back and get it right without setting any deadlines which cost extra money.

Mr. Irik Sevin stated that the first year we had a much higher start up. As a result of the complexity, not only are business and our product is the complexity of NORA associations. I'm not concerned with the upfront cost because we should be getting that back this year. We are no way near as complicated now. Next year on the amount spent should be decreased considerably and they didn't recognize that at all. The Martin Agency is great but they are use to dealing with large corporations. He also stated to Don Allen that the Board is expecting that we get on the same page for next year and there can be a considerable reduction in the amount spending.

Mr. John Huber stated that The Martin Agency gave a proposal and they increased the agency of \$895,000 and Mr. Peter Bridgman and I went through it, and we estimated it should be closer to \$450,000 to \$500,000 for next year. I informed Martin that we need to get that price down.

Mr. Irik Sevin stated that we have about \$3.5 million dollars of unrestricted excess funds built up over the last 2 years due to cold weather and consumer advertising. Mr. John Huber stated that this leads to the Board approving the overage of \$500,000 for next year. I need to brief the Consumer Education committee about the \$895,000 on where I think things are, and then go back to The Martin Agency and explain the big differences.

The second part of the resolution is that NORA retains them and we work out an arrangement of approximately \$500,000 for next year. Our goal is that we can't go over, and if we are going over, we need to pull it back in line. This does not include producing new campaigns for next year. We should go through the spring and make a decision that we stay with our existing material.

Mr. Bob Greenes stated that the resolution is to approve the overage for the past year of campaign of \$500,000, and the second part of the resolution is to authorize Mr. John Huber to negotiate with Martin with the direction from this Board that our fee to our agency should be \$500,000 and that it will be from the general budget and allocated to the states.

Martin

Mr. Don Allen stated that the \$500,000 for next year currently forms the function of media placement. The 3 to 4% that we all have to pay to place media is covered by the \$100,000, and the thought being that suspected funding is that we would re-access each state a proportion. This includes placement.

He also stated that John Huber, Peter Bridgman and Bob Greenes discussed the body on Martin to the point where what's left is account management. Their line items for that are type of hours, and new tape was significant things covering in this media placement. The numbers that I have seen for media placement is 3 to 4% of the media placed. The budget next year is in the range of 10 million dollars. Mr. Erik Sevin stated that based on last year he doesn't think it will be as high next year.

Mr. John Huber stated that once we take out the creative, everything collapses. If you are doing a new round of TV we do not need to go to Boston or New York to talk with dealers and explain what we are doing. What are we doing for creative is the same thing we did last year. Once we dump the creative, everything should come down other than media.

Mr. Erik Sevin stated that \$790,000 goes down to \$400,000 or \$895,000 goes down to \$500,000 included \$100,000 that they proposed for broadcast and print production. We do need some touch-up but we don't need 1,000 hours of media buy. He stated that we can cut half of their estimates because it will not cost the same as it did last year.

Ms. Allison Heaney agreed with Irik that we don't say the money is for media because we may want some creative. We may be selling ourselves short if we say we were just allocating this \$500,000 to media and a little bit of account services. We want to give John our advice to negotiate it.

Mr. Bob Greenes stated that the resolution permits approximately \$500,000, and whatever we negotiate should include what they had itemized on their proposal, with the advice that the media estimate seems to be a little high, and that these funds be contributed from the states and that the grants be adjusted.

There is another expenditure on tracking and market research on our present campaign.

After discussion the motion was carried.

Mr. John Huber stated that the consumer research is trying to find out whether the advertising is working. The Martin Agency on our behalf received a bid from a company that does traffic surveys and is trying to assess whether the advertising is working in a particular market. Our Executive Committee has indicated that we should spend about \$75,000 in that effort and it was going to be 2 flights of tracking:

1) The tracking would begin at the end of November and the 2nd towards the end of our flight in late May early June. Next year would be the traffic studies that would be done.

The Consumer Education Committee reviewed the proposal and stated that the proposal they put forward was going to be inadequate to get the robust use of result that would give us guidance. The \$75,000 would give us lean instead of giving hard knowledge, and will be better advised to give a robust study at the conclusion of the next spring wave of advertising as opposed to trying to buy a piece in December then buying another piece in June. Based on this we would defer doing any tracking this fall and we would recommend that we allocate \$75,000 to a new tracking study can be reviewed by the Consumer Education committee and the Executive Committee before those funds are expect on tracking.

**Mr. Bob Greenes made a motion to authorize
consumer education and the Executive Committee**

to approve a tracking study after the spring campaign in 2004.

After discussion the motion was moved and seconded. Motion was carried.

Mr. John Huber stated that in our first year of operation, we did a cable buy to ensure that television is in our market and that we would be on the media in a timely fashion. This year, at my direction, we had a small group of state executives representing Maryland, Massachusetts, Pennsylvania, New Jersey and New York all came and met with Martin and we agreed that a cable buy had some attractiveness to it – a national network place buy.

As Martin was preparing media plan for each of the states, they basically indicated they will reserve a little bit of money off the top before doing a cable buy in each campaign. Based on that, there were some people who agreed to do the cable buy and basically entered into a quick negotiation with HGTV to see what that would get us in a number of spots. Unfortunately, HGTV is not on two of the cable systems in the boroughs of New York which are two of our big markets which made HGTV less attractive. Second, the state that was doing their own placement such as New Hampshire had not agreed to put any money to the side. The ground work had not been laid in our audience to say that this was a good thing, and basically I backed away with Martin saying were not ready to process and move forward.

I had a conference last Tuesday which had representatives from our advertising Sub-committee and I did receive support to proceed with this. A lot of the states opt for radio only campaign and TV only campaign, therefore; the dealers in each of the market had worked through plan to their satisfaction. They were all essentially that NORA generated media or creative so that was a good achievement for NORA. Mr. John Huber stated that he needed some guidance from the board whether to proceed and put \$500,000 aside for next year, and try to work up a buy or if there's no interest in doing this.

Mr. Bob Greenes stated that the frequency is between October 6 and November 16th and there will be 23 spots; a week a total of 134.

Ms. Debbie Baker stated that if we could find a cable that makes sense to the majority, she would like us to proceed.

Mr. Bob Greenes stated that the motion is not to subscribe to a National Cable Overlay this year, and the money that the board allocated is to be returned to the states.

The motion was moved and carried.

Ms. Allison Heaney stated that we also have to look at another station as a possibility for next year to satisfy the small states. I think the larger states would have to go along with it and I certainly would as long as it's showing in our market.

Mr. John Huber stated that he will have a conference call with the Consumer Education committee where we can talk about how we want to proceed on this.

IX. REPORT ON EDUCATION AND TRAINING

Mr. Bob Boltz stated that there's been an exciting year in education and training and the technicians, drivers, management and staff are benefiting. This year we completed the technician's manual and the train the trainer program for it. Over one hundred people attended the "Train the Trainer" program and we actually sold about \$5,000 copies of the new manual. The realtor outreach program materials have been set up and delivered. We are working on a fuel and tank manual and the home inspection program.

Our videos in 2003 were very successful that are, "How to Do a Tune Up", "How to Respond to a No Heat Call", "How to Deliver Oil" and "Heating Oil and Our Environment". As of September 1st we have 9,000 copies in distribution.

Mr. Bob Hedden just completed a top management training program with over 50 participants and as is looking forward to others in the upcoming year. The certification program has really taken off, thanks to Jack Sullivan and Mike Markarian. We are working with the research and development program to get a manual out on tank installation. Some of the underground tanks have different studies in the works. Tim Laughin from North Carolina is working on a program and giving information that is unbelievable. We would like to

dedicate \$50,000 to that effort for the manual for the next year and \$50,000 in support of the Build with Oil program. When the research and development is accomplished, we will have to train them.

Mr. Irik Sevin stated that as much time being spent on the manual, that he would like to see time spent on trying to pull together training with one program, one curriculum and possibly hiring professional people. I think we will get a tremendous amount of people coming to your schools. He stated that he would like to see the 3.3 million in various states then be coordinated to ensure accessibility. He stated that some companies need a school for training.

Mr. John Huber stated that as an industry starts to take care of itself that when you start saying, we know what were doing; we have training curriculum, guidelines and test. Now you should defer to us. Moving in all these directions will hopefully lead us to the day when we really are controlling our future on a state level.

Mr. Bob Greenes stated that we need a resolution approving the report of the education and training committee and adopt the proposed budget for 2004.

The motion was seconded and approved.

X. COLLECTIONS

The Executive Committee recommended NORA authorized Audit's Program for Compliance.

Mr. John Huber stated that the Audit's Program has been drafted. Mr. Richard Slifka requested that we develop an audit procedure to ensure that everybody's paying their pay share. We met with his tax advisor in the summer and based on that accounting firm developed this audit program for us. It merely states how we are going to contact people and this would be how our accounting firm would initiate audit of our wholesalers.

Our goal is to do about 10 percent. This will allow us to see that procedures are in place and that we are collecting appropriately. If there's any necessary information that need to got out, this will allow us to collect that information and

disseminate it. This has been reviewed by Global tax advisors and I think it's a good procedure.

Mr. Bob Greenes made a motion to adopt this procedure.
Motion carried.

XI. NOMINATION OF OFFICERS

Mr. Fuquay reported that the slate of officers and the Executive Committee chose the following individuals for the nominating committee.

Past Chairman	Bob Greenes
Chairman	Don Allen
1 st Vice Chairman	Peter Carini
2 nd Vice Chairman	Jim Townsend
Secretary	Jack Sullivan
Treasurer	John Maniscalco
R & D Committee	Irik Sevin
	Richard Slifka
Public Member	John Beckett
Consumer Education	Jim Pierson
Education & Training	Bob Boltz
Nominating	John Fuquay

Motion was made and carried.

XI. UNFINISHED BUSINESS

Mr. Irik Sevin thanked Bob Greenes for all his hard work and dedication with NORA.

Mr. Bob Greenes stated that he's been in the industry since 1947 and he's given back some of the benefit that was provided. He stated that he will still be around and give the same kind of support that you have given to him, and to those who follow such as Don Allen, Peter Carini, and Jim Townsend, who will be new officers.

Mr. Don Allen stated that what we tentatively would like to do is to have a December 5th meeting, have a NORI meeting and on December 6th have a celebration with Bob Greenes. The next annual meeting will be scheduled for October, 2004. We would entertain a motion to adjourn.

Motion made and approved.

XII. NEW BUSINESS

There was no new business.

XIII. NEXT MEETING

April 28, 2004 - Atlantic City, NJ, - AREE

*National Oilheat Research Alliance
Statement of Activities
For the Twelve Months Ending December 31, 2003*

	YTD 2003	%	Amended 2003 Budget	%
COLLECTION REVENUES, NET:				
Remittance Revenue *	\$17,477,342	101.08%	\$16,296,296	102.17%
Less: Assessments and Collection	(187,108)	(1.08%)	(346,000)	(2.17%)
Cash Available for 2003	17,290,234	100.00%	15,950,296	100.00%
Total 2003 Revenue for Allocation	17,290,234	100.00%	15,950,296	100.00%
Grants and State Rebates:				
Research and Development	1,207,679	6.98%	1,207,679	7.57%
Education and Training	707,679	4.09%	707,679	4.44%
State Rebates	13,656,937	78.99%	13,656,937	85.62%
Consumer Education Production	2,254,292	13.04%	2,200,000	13.79%
Board Designated Net Assets	(1,629,632)	(9.43%)	(1,629,630)	(10.22%)
Total Grants and State Rebates	16,196,955	93.68%	16,142,665	101.21%
OPERATING EXPENSES:				
Administrative Expenses:				
Salaries and Consultants	404,236	2.34%	425,000	2.66%
Employee Taxes	11,581	0.07%	16,800	0.11%
Health Insurance	14,166	0.08%	19,000	0.12%
Retirement Plan	19,578	0.11%	19,200	0.12%
Rent and Telephone	56,320	0.33%	45,000	0.28%
Postage and Mailings	47,489	0.27%	60,000	0.38%
Office Supplies	8,814	0.05%	30,000	0.19%
Equipment Maintenance	2,729	0.02%	5,000	0.03%
Printing Annual Report & Other	39,925	0.23%	40,000	0.25%
Insurance (D & O, L)	26,398	0.15%	25,000	0.16%
Dues and Memberships	2,655	0.02%	15,000	0.09%
Public and Staff Travel	43,770	0.25%	45,000	0.28%
Meeting Expense	36,526	0.21%	35,000	0.22%
Legal	97,995	0.57%	108,000	0.68%
Bank Fees	3,302	0.02%		
Accounting Fees	50,745	0.29%	50,000	0.31%
Professional Travel	3,485	0.02%	20,000	0.13%
Web Site	40,112	0.23%	40,000	0.25%
Total Administrative Expenses	909,826	5.26%	998,000	6.26%
Other (Income)/Expenses:				
Interest Income/Expense	(43,120)	(0.25%)	(40,000)	(0.25%)
Depreciation and Amortization	2,739	0.02%	5,000	0.03%
Other Income	(337,051)	(1.95%)		
Other Expense	321,596	1.86%		
Total Other Expenses	(55,836)	(0.32%)	(35,000)	(0.22%)
TOTAL OPERATING EXPENSES	853,990	4.94%	963,000	6.04%
TOTAL EXPENDITURES	17,050,945	98.62%	17,105,665	107.24%
INCREASE/(DECREASE) IN NET ASSETS	\$239,289	1.38%	(\$1,155,369)	(7.24%)

* Net of Refunds

*Restricted for Management's Use Only
See Accountants' Compilation Report*

*National Oilheat Research Alliance
Statement of Financial Position
December 31, 2003*

2003

ASSETS

CURRENT ASSETS:

<i>Cash and cash equivalents</i>	\$1,792,902.17
<i>Assessments receivable, net of allowance</i>	4,610,772.35
<i>Other Receivables</i>	20,727.24
<i>Prepaid expenses</i>	<u>5,768.65</u>
<i>Total current assets</i>	6,430,170.41

PROPERTY AND EQUIPMENT, Net

4,221.40

Other assets

83,184.45

Total noncurrent assets

83,184.45

TOTAL ASSETS

\$6,517,576.26

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES:

<i>Accounts payable</i>	\$28,341.90
<i>Accrued expenses</i>	<u>376,863.18</u>
<i>Total current liabilities</i>	405,205.08

OTHER LIABILITIES:

<i>Accrued state rebates</i>	2,826,773.65
<i>Accrued grants - education and training</i>	112,753.07
<i>Accrued grants - research and development</i>	<u>934,101.29</u>
<i>Total Other Liabilities</i>	<u>3,873,628.01</u>
<i>Total liabilities</i>	<u>4,278,833.09</u>

UNRESTRICTED AND RESTRICTED NET ASSETS:

<i>Unrestricted net assets</i>	609,447.17
<i>Board designated net assets</i>	<u>1,629,296.00</u>
<i>Total net assets</i>	<u>2,238,743.17</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>\$6,517,576.26</u></u>

*National Oilheat Research Alliance
Statement of Activities
For the Three Months Ending March 31, 2004*

	YTD 2004	%	2004 Budget	%
COLLECTION REVENUES, NET:				
Remittance Revenue *	\$7,695,370	107.99%	\$7,170,369	101.24%
Less: Assessments and Collection	(44,577)	(0.63%)	(87,500)	(1.24%)
Cash Available for 2004	7,650,793	107.37%	7,082,869	100.00%
Accrued Refunds for 2003	(525,000)	(7.37%)		
Total 2004 Revenue for Allocation	7,125,793	100.00%	7,082,869	100.00%
Grants and State Rebates:				
Research and Development	282,041	3.96%	282,041	3.98%
Education and Training	282,041	3.96%	282,041	3.98%
State Rebates	6,037,606	84.73%	6,037,606	85.24%
Consumer Education Production	133,736	1.88%	125,000	1.76%
Total Grants and State Rebates	6,735,424	94.52%	6,726,688	94.97%
OPERATING EXPENSES:				
Administrative Expenses:				
Salaries and Consultants	102,693	1.44%	106,250	1.50%
Employee Taxes	4,418	0.06%	4,200	0.06%
Health Insurance	1,061	0.01%	4,750	0.07%
Retirement Plan	4,800	0.07%	4,800	0.07%
Rent and Telephone	13,155	0.18%	11,250	0.16%
Postage and Mailings	1,202	0.02%	6,250	0.09%
Office Supplies	1,951	0.03%	3,750	0.05%
Equipment Maintenance			1,250	0.02%
Printing Annual Report & Other	16,471	0.23%	10,000	0.14%
Insurance (D & O, L)	7,243	0.10%	7,500	0.11%
Dues and Memberships	833	0.01%	3,750	0.05%
Public and Staff Travel	8,387	0.12%	11,250	0.16%
Meeting Expense	954	0.01%	8,750	0.12%
Legal	23,377	0.33%	27,000	0.38%
Bank Fees	186	0.00%		
Accounting Fees	23,349	0.33%	12,500	0.18%
Professional Travel			5,000	0.07%
Information Distribution	8,686	0.12%	25,000	0.35%
Web Site	7,880	0.11%	10,000	0.14%
Total Administrative Expenses	226,646	3.18%	263,250	3.72%
Other (Income)/Expenses:				
Interest Income/Expense	(1,230)	(0.02%)	(10,000)	(0.14%)
Depreciation and Amortization	717	0.01%	1,250	0.02%
Other Income	(18,124)	(0.25%)		
Total Other Expenses	(18,637)	(0.26%)	(8,750)	(0.12%)
TOTAL OPERATING EXPENSES	208,009	2.92%	254,500	3.59%
TOTAL EXPENDITURES	6,943,433	97.44%	6,981,188	98.56%
INCREASE/(DECREASE) IN NET ASSETS	\$182,360	2.56%	\$101,681	1.44%

* Net of Refunds

*Restricted for Management's Use Only
See Accountants' Compilation Report*

*National Oilheat Research Alliance
Statement of Financial Position
March 31, 2004*

2004

ASSETS

CURRENT ASSETS:

<i>Cash and cash equivalents</i>	\$3,235,030.25
<i>Assessments receivable, net of allowance</i>	5,790,230.00
<i>Other Receivables</i>	2,603.58
<i>Prepaid expenses</i>	<u>17,744.79</u>
<i>Total current assets</i>	9,045,608.62

PROPERTY AND EQUIPMENT, Net

3,504.40

Other assets

168,863.87

Total noncurrent assets

168,863.87

TOTAL ASSETS

\$9,217,976.89

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES:

<i>Accounts payable</i>	\$182,107.76
<i>Accrued expenses</i>	<u>25,082.43</u>
<i>Total current liabilities</i>	207,190.19

OTHER LIABILITIES:

<i>Accrued state rebates</i>	5,277,402.65
<i>Accrued grants - education and training</i>	250,331.07
<i>Accrued grants - research and development</i>	<u>1,066,728.29</u>
<i>Total Other Liabilities</i>	<u>6,594,462.01</u>
<i>Total liabilities</i>	<u><u>6,801,652.20</u></u>

UNRESTRICTED AND RESTRICTED NET ASSETS:

<i>Unrestricted net assets</i>	787,028.69
<i>Board designated net assets</i>	<u>1,629,296.00</u>
<i>Total net assets</i>	<u>2,416,324.69</u>
<i>TOTAL LIABILITIES AND NET ASSETS</i>	<u><u>\$9,217,976.89</u></u>

PROPOSED 2005

Budget

8

COLLECTION REVENUE	\$16,296,296	101.49%
Less: Assessments and Collection	(240,000)	(1.49%)

Net Collection Revenues	16,056,296	106.68%
Grants and State Rebates:		
Research and Development	647,372	4.03%
Education and Training	647,372	4.03%
State Rebates	13,756,647	85.68%
Consumer Production		
Board Designated Net Assets		
	-----	-----
Total Grants and State Rebates	15,051,390	93.74%

Administrative Expenses:		
Salaries and Consultants	425,000	2.65%
Employee Taxes	15,000	0.09%
Health Insurance	15,000	0.09%
Retirement Plan	20,000	0.12%
Rent and Telephone	55,000	0.34%
Postage and Mailings	45,000	0.28%
Office Supplies	8,000	0.05%
Equipment Maintenance	2,000	0.01%
Printing Annual Report & Other	35,000	0.22%
Insurance (D & O, L)	30,000	0.19%
Dues and Memberships	3,000	0.02%
Public and Staff Travel	45,000	0.28%
Meeting Expense	35,000	0.22%
Legal	108,000	0.67%
Accounting Fees	50,000	0.31%
Professional Travel	7,000	0.04%
Web Site	41,906	0.26%
Information Distribution	100,000	0.62%
	-----	-----
	1,039,906	6.48%
	-----	-----
Other (Income)/Expense		
Interest Income	-40,000	(0.25%)
Depreciation and Amortization	5,000	0.03%
	-----	-----
Total Other Expenses	-35,000	(0.22%)
	-----	-----
TOTAL OPERATING EXPENSES	1,004,906	6.26%
	-----	-----
TOTAL EXPENDITURES	16,056,296	100.00%
	-----	-----
INCREASE/ (DECREASE) IN NET ASSETS	0	0.00%

National Oilheat Research Institute

Don Allen	E.T. Lawson, Inc.
Marc Bingham	Roy Bros. Oil and Propane
Peter Carini, Chairman.....	Champion Energy Corporation
Tom Santa	Santa Fuels
John Fuquay	Berico Fuels
Ralph Mills	Abbott & Mills, Inc.

The purpose of the National Oilheat Research Institute is to advance knowledge of oilheat technology and developments. This research will be conducted with manufacturers, research laboratories and retailers. NORI will also coordinate its research with international and regional organizations.

Through the two years of its existence, and utilizing funds from NORA, NORA has disbursed nearly \$1million dollars in research grants, and has projects underway for another \$1.5 million.

Fuel Quality Study

This is the most significant study conducted by NORI. The research has been conducted at Brookhaven National Laboratory, and it has included a number of studies. They include tests of stability of low sulfur fuel versus heating oil, tests of stability of fuels in homeowner storage, effect of copper piping on fuel stability, effects of storage on stability, impact of additives on fuel quality, and sources of water on fuel. The research that has been completed is now being integrated with industry practices for storage and maintenance of fuel. This will result in a manual which will be utilizable by the industry to ensure the fuel it uses is of the highest quality.

IWO

NORI has spent modest sums to ensure there is an active dialogue between researchers in Germany, Europe and Asia on oilheating equipment and fuels. NORI has sponsored travel by scientists at the Brookhaven National Laboratory to attend technical conferences in Germany. This may be the most cost effective use of resources as it allows the oilheating industry to acquire information and scientific studies for the cost of travel.

Consumer Energy Council of America

NORI and the oilheating industry have worked closely with the Consumer Energy Council of America (CECA) for many years. CECA has completed work for NORI in a number of areas. First, it conducted a major outreach effort and meeting on fuel quality and storage issues. Additionally, CECA has reviewed the scientific literature on low sulfur fuels, conducted surveys of dealers and consumers and has published a leading paper on that subject.

Improved Diagnostic Tools

As the industry has moved to a new generation of equipment, there has been a need to improve the instruments used to set the equipment to maximum efficiency and performance. The bicycle pump smoke tester has been perceived as the technology that is most awkward to use and which provides the most

inconsistent results. NORI has established two grants with Insight and Bacharach to review existing smoke

Insight is attempting to use a complex electronic and laser system to measure smoke in the flue. The challenge of this approach is ensuring that the smoke reading measures smoke and not water vapor or dust in the system. Bacharach is using a pump to remove a uniform sample which would then apply to filter paper which would then be analyzed by an electronic meter.

Furnace Improvements

NORI has worked in three different areas to improve furnace technology.

The first area is the development of condensing technology. Currently, the efficiency of an oilheated furnace reaches a maximum efficiency of approximately 86 percent for two reasons, primarily a vent temperature of 300 degrees must be maintained to ensure that condensation does not occur in either the chimney or the heating unit. This also means the energy used to turn the water to steam is lost. The condensing unit developed and tested with NORI funds allows the water to safely condense in the unit. This allows the exhaust gases to escape at less than 100 degrees which means they can be vented through PVC, and all of the energy which was previously vented is now captured which allows the unit to be 95 percent efficient.

Two Stage Furnace

Sizing units for homes and maintaining maximum comfort is difficult because the unit must perform for the coldest day as well as a moderate spring or fall day. Traditional oilheat furnaces have responded to this change through cycling times of the unit. NORI has established a grant with Thermopride to establish a unit with a two stage burner, and a modulating fan. Under this system, the furnace would deliver heat to the home that more closely matches the demands of the home. This will improve efficiency as the units operating cycle extends but at lower levels, and improve comfort as the amount of air being pushed through the duct system is lower and more continuous. This will also reduce the overall noise of operating the system. Thermopride has completed a final configuration of the Riello 40 G5IR burner. Current activity includes evaluation of the sample burner to insure acceptable results against prior test performance. A final integrated electronic 2-stage fan control has been received and has undergone preliminary evaluation. A final prototype furnace is being built including specified burner, fan control and ECM blower motor configuration for initial agency testing. Approving agency is being contacted to establish certification test protocol for a 2-stage oil furnace.

Development of 4 and 5 ton Oil Fired Package Furnace

The oilheating industry was able to capture many new customers when the outside oilpak was developed. This is a combination outside unit that delivers both hot air and cool conditioned air. Unfortunately, the unit's air conditioning capacity is too low for many applications. Field input data has been evaluated and incorporated into the final product design specification including product footprint configuration. A current package unit has undergone internal modified to improve high-speed airflow performance by 20% while decreasing power consumption (watts) by 6.7%. Work is continuing to improve more efficient aerodynamic airflow through the unit to meet the increased demands required for the higher cooling capacities and operating efficiencies.

Current activities include working with Heatcraft on condenser and evaporator coil design that will provide for minimal airside resistance while meeting configuration constraints of the product line.

New Projects

The following projects are now under development, and NORI is working to establish meaningful projects that will provide consumers great oilheat products.

Oil Fired Fireplace

The oilheat industry has not had an oilfired fireplace that could be used for retrofit or in a traditional fireplace setting. Due to the cost of chimneys, and the inconvenience of wood, new home builders tend to use gas for fireplaces. NORI will support development and testing of an oil fired fireplace insert that will be usable in the United States. This will position the oilheating industry to provide an additional use of oilheat and allow it to be competitive with other fuels.

Operating Controls

Improving the primary controls and adding features is very important to the industry's development. NORI is seeking technology which would provide for diagnostics of the flame either through the existing cad cell or through the use of ultra violet sensors. Additionally, controls can be enhanced through dial out mechanisms to alert the company to problems, or to anticipated problems. The control would also be able to monitor the amount of time the burner is on which could aid in fuel deliveries.

Low and Ultra-low Sulfur Fuel

The board is very interested in conducting research on low sulfur fuels. Low sulfur fuels (500 ppm) and ultra-low sulfur fuels (15 ppm) are currently under consideration in many areas. NORI intends to evaluate these fuels for their impact on equipment, their worldwide availability, and the impact that a lower sulfur fuel will have on the environment.

Low NOX burners

NORI believes that the industry must be positioned to have a low NOX burner available for use in American equipment. In many European countries, low NOX burners are required. At this point, they are not required in the U.S. market, but having a clean low NOX burner available would ensure the industry's ability to respond to regulatory challenges. Additionally, the low NOX burners tend to burn at lower temperatures, which may allow the use of equipment which could not withstand the high heat of traditional burners.

Condensing Boiler

The NORI Board believes that spurring development of a condensing boiler would better position the industry to respond to efficiency challenges. The NORI Board is currently working with ECR International to develop a project that would lead to the development of a condensing boiler.

Low Sulfur Heating Oil

Issue

Should the heating oil industry have a lower sulfur standard, and should that standard be 500 ppm as required currently for on-road diesel, 15 ppm as will be required for on-road diesel, or a different standard.

Background

In the mid 1970's a number of states established maximum sulfur content for heating oil, generally as response to high ambient concentrations of sulfur dioxide. This brought these areas into attainment with the SO₂ standard. These standards have been relatively static since.

In 1990, the Clean Air Act Amendments (CAAA) mandated that sulfur in on-road diesel fuel be limited to 500 ppm. That was done primarily to assist truck engines in meeting engine requirement standards for emissions of particulate matter and nitrogen oxide emissions. This new standard was implemented in 1993. The 1990 CAAA also required the EPA to cap sulfur and nitrogen oxide emissions from power plants to help solve the acid rain problem.

In 1997, the EPA altered the air quality standard for ambient air and developed a new set of health health-based limits. These limits are generally referred to as PM 2.5 and refer to microscopic particles in the air, that when inhaled cross the blood lung barrier. It is generally accepted that PM 2.5 is a contributor to cardio-pulmonary problems. At the time EPA developed the new standard, there was no monitoring data available which could be used to determine which areas of the country were exceeding the new standard. EPA had to develop a monitoring network and collect data for at least three years before they could determine the attainment status of each state. data on which areas of the country would not be in attainment of this new standard.

Over the past several years, the states have been monitoring the air to establish whether the air in their states meets or fails the new standards. This data indicate that New Haven County in Connecticut, is now coming in, and most of the region from New York to Washington is not in attainment for the PM 2.5 standard. This will require these states to implement new control measures to reach attainment.

Simultaneously, the federal EPA has been implementing new standards for on-road and off-road diesel fuel. Essentially, on-road diesel fuel will move to 15 ppm in 2006, and off-road will move first to 500 ppm in 2007 and then 15 ppm in 2010. These control measures are designed to assist the states in meeting the new standards.

EPA has indicated that one of the most significant contributors to PM 2.5 pollution is sulfur emissions. Those emissions largely come from electricity generation (62.5 %), and

large industrial boilers. Unfortunately, heating oil is considered one of the top five sources of sulfur in the northeast. In January 2004, EPA in an effort to provide additional assistance to the states, EPA proposed to will lower the overall emissions of sulfur that can be emitted from electric generating facilities in the Midwest, Mid Atlantic and Northeast states. In this way, EPA is assisting in resolving interstate pollution issues.

Finally, as previously discussed, a number of state environmental groups, environmental departments, and coordinating groups are focusing on heating oil. They note heating oil's contribution to the PM 2.5 problem, its impact on regional haze, and global warming. Additionally, the changes in the diesel fuel standards and industry arguments about lack of fungibility of supply have encouraged the state agencies to press for a uniform low sulfur (15 ppm) standard.

Proposed Actions

The industry is thus confronted with how it will respond to these developments, and NORA is evaluating the question of what information needs to be developed which will assist the industry in its decision-making.

Improved Understanding of Supply

Over the next several years, the petroleum industry, both refining and marketing will be severely impacted by changes in sulfur requirements. We believe that key issues will be determining if there will be enough products, transportation infrastructure and storage capacity in the region and what will happen regionally.

I have requested that Cheryl Trench prepare an outline for a study that will examine the retail and wholesale heating oil industry, and how it would respond to a mandate for a 500 ppm fuel in a 2008 timeframe and a lower sulfur level at a later point in time. Her task is to evaluate the heating oil industry's characteristics, and both national and international supply of these products.

Impact of Sulfur on Equipment

Sulfur has a significant impact on equipment. The condensation of sulfur and water vapor leads to depositions of sulfuric acid which requires higher cost materials for chimneys, heat exchangers and other parts of the heating system. Additionally, new equipment which might employ lower cost materials is often available for natural gas equipment, but not available for oil heating because of the sulfur in emissions. I have heard from dealers that the cost of venting is often the tipping cost which leads to either propane or natural gas installations, and may even have an impact on replacement of existing equipment. Condensing technologies, which are critical to improved efficiency and reduced emissions, also appear to be inhibited by sulfur in fuel.

NORA should study a variety of equipment configurations and fuel sulfur levels to determine the impact of sulfur on equipment. We would test different burners in

different furnaces and boilers, and evaluate the impact on the equipment of different sulfur levels. This would allow us to determine at what level of sulfur, new equipment and technologies can be utilized.

Field Study of Equipment

The New York State Energy Research and Development Authority have proposed that a field study be conducted on ultra-low sulfur product. Essentially, several dealers and households would use the 15 ppm product. This study would essentially be used to determine whether the product when used without careful supervision, not under test conditions, results in unanticipated problems.

NORA's experience with field studies is very limited. Since we don't know what we are looking for, will we know it when we see it? Perhaps having a dealer sell this product to his customer base could be useful. It may be best for us to have NYSERDA explain a field study and determine whether it is useful. We also need to evaluate whether a study with this limited scope is sufficient or whether we need to evaluate a variety of sulfur-in-fuel concentration (i.e. 500, 200, 100 and/or 50 as well as 15 ppm).

Emissions Testing of Low Sulfur Product, pm 2.5

In the material presented by Arcadis, there is an indication that there is no test data of PM 2.5 emissions from residential heating equipment. As a result it is difficult to accurately describe the PM 2.5 emissions of existing equipment or what those emissions would be if the sulfur level was capped. We also do not know if the pm2.5 will be linear with sulfur as the sulfur content drops.

Brookhaven National Laboratory has proposed that we conduct tests of residential heating equipment. Their goal is to determine the emissions of PM 2.5 at the emissions point of a furnace or boiler as well as the gases that are likely to become fine particulate. EPA is also preparing to conduct its own tests in North Carolina

Procedures for Identifying and Managing Conflicts and Potential Conflicts of Interest

“Conflict of Interest” defined.

A conflict of interest exists when any form of interest, direct or indirect, is of such a nature that it may cause a director, officer, or employee to compromise or otherwise impair his or her judgments, decisions or actions exercised on behalf of the National OilHeat Research Alliance (hereinafter “NORA”). It is NORA’s policy that all directors, officers, members and employees, and other persons or organizations involved in or receiving the disbursement of NORA grants or other funds to avoid transactions or situations in which their personal interest will conflict or appear to conflict with those of NORA. The appearance of a conflict of interest can be just as harmful to NORA as an actual conflict of interest. The interests of NORA are penultimate and no director, officer, employee, immediate family member of the aforementioned or affiliate of the aforementioned shall seek any profit or other personal gain at NORA’s expense. An “immediate family member” shall mean spouses, parents, grandparents, children, grandchildren, or siblings, including any such relationships that arise through marriage or adoption. Business concerns, organizations or individuals are deemed to be affiliates of one another where (i) there is a business relationship existing between such persons, whether formal or informal or (ii) one either directly or indirectly controls or has the power to control the other, or a third party controls or has the power to control both. Control includes, in part, interlocking management or ownership, shared facilities and equipment, or common use of employees.

Identification of a Conflict of Interest or Potential/Perceived Conflict of Interest.

It is the responsibility of each and every director, officer and employee of NORA to identify, immediately disclose (according to the procedures below) and, whenever possible, avoid a conflict or the appearance of a conflict of interest.

Directors, officers and employees of NORA must be prudent in their personal borrowing, investment, and business activities to ensure that a conflict of interest or the appearance of a conflict of interest does not arise. This list of activities described in this policy are merely exemplary, not exhaustive, and NORA’s directors, officers and employees should avoid putting themselves in a position where personal interest- financial or other- might influence or give the appearance of influencing any decision, action or advice given by or on behalf of NORA.

Disclosure of a Conflict of Interest.

All situations involving a conflict of interest or a potential conflict of interest must be disclosed, in writing, to the executive committee of the board of directors of NORA (hereinafter the “Executive Committee”). These situations include, outside activities, financial interests, material transactions or relationships that present or that reasonably could be expected to give rise to a possible conflict of interest or the appearance of a conflict of interest. **Prior** disclosure of impending situations that may involve a conflict of interest, as well as, immediate disclosure of previously undisclosed situations is mandatory. In addition, each person is responsible for

immediately reporting to the Executive Committee any known or potential conflict of interest of another individual affiliated with NORA.

Once a conflict is identified and disclosed to the Executive Committee, sufficient information must be provided to the Executive Committee so that it can make an independent evaluation of the situation. The individual disclosing the conflict or potential conflict must provide in writing to the Executive Committee with-in ten (10) business days of disclosure to the Executive Committee all material facts then known to them. The submission should include but need not be limited to:

- the parties involved in the situation;
- how the parties are related;
- the circumstances and details surrounding the transaction or relationship, including financial terms, and copies of any written agreements or descriptions of any oral agreements;
- the total monetary or other benefit that is involved (direct or indirect);
- NORA'S interest in the situation;
- a detailed analysis of why the situation is or would not be a conflict of interest to NORA;
- a brief written statement provided by the interested party if the individual disclosing the conflict is not an interested party; and
- procedures used to solicit proposals.

Members of NORA who are directly or indirectly involved in the situation or may have material information regarding the situation shall make themselves available to the Executive Committee for questioning.

Evaluation of the Conflict or Potential Conflict of Interest

Upon receipt of the written details of the conflict, a meeting of the Executive Committee must be convened with-in thirty (30) days. Notice of the meeting, along with a brief written summary of the details of the conflict shall be provided to all members of the Executive Committee five (5) days prior to the scheduled meeting. If one of the parties directly involved in the conflict or potential conflict is a member of the Executive Committee, then the chairman of the Executive Committee shall require the interested member of the Executive Committee to recuse himself from the conflict resolution process and abstain from attending any meetings regarding the conflict. The chairman of the Executive Committee in consultation with the disinterested members of the Executive Committee shall determine if the individual or parties involved with the potential conflict, other than an interested Executive Committee member should be invited to attend the meeting.

The relevant standards to be applied by the Executive Committee when analyzing the potential conflict are, *“a fair and commercially reasonable arms length transaction”* or *“materially no more/less favorable than that could be obtained from a disinterested third party under the same or similar circumstances”* or *“not directly or indirectly adverse to the interests of NORA.”*

The members of the Executive Committee are encouraged to explore every aspect of the situation during the meeting and may call additional meetings if deemed necessary to make a fully informed decision on the matter. Additionally, the Executive Committee may request that individuals with material information regarding the potential conflict attend the meeting and address the committee regarding the situation.

If after reviewing all the information made available to it, the Executive Committee determines that it does not have sufficient information to make an informed decision regarding the conflict, the committee shall decline approval without the need for a vote on the matter. Within ten (10) days of the Executive Committees' final meeting on the matter, the committee must vote to approve/not approve the situation. A quorum, consisting of at least fifty percent (50%) of the Executive Committee must be present for a vote. At least seventy-five percent (75%) of the Executive Committee comprising the quorum must vote to approve the transaction or relationship's continuation for it to be validated. Within five (5) days of the vote by the Executive Committee, notice shall be provided to the individuals and parties involved informing them as to whether the transaction or relationship has been approved/not approved. The decision of the Executive Committee may be appealed to the full Board of Directors. If an appealing party desires a stay of the Executive Committee's decision, the appealing party must request such a stay in writing within 30 days of the Executive Committee's decision setting for the reasons why a stay is needed. The Executive Committee may, in its sole discretion, stay the decision until a full meeting of the Board of Directors.

Amended 2004 Grants

State	Classification of Project	Funding Sought From Alliance	Estimated Cost of Project	Grant #	Resolution
PA	Consumer Education Education & Training	1,575,812.00	1,575,812.00	CE-04-PA-001	#A-1
		330,300.00	330,300.00	ET-04-PA-001	#A-2
OR	Education & Training Consumer Education	4,403.56	4,403.56	ET-02-OR-001	#A-3
		4,403.56	4,403.56	CE-04-OR-001	#A-4
WI	Research & Develop. Consumer Education	6,150.00	6,150.00	RD-02-WI-001	#A-5
		6,150.00	6,150.00	CE-04-WI-001	#A-6

Amended Resolution A-1

National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made.

The Board in compliance with the internal budget adjustments had decided to approve this grant.

Resolved: That the grant request identified as CE-04-PA-001 is hereby decreased to \$1,575,812.

Be it further resolved: That the President of NORA enters into a contract With the grant application identified in the grant application to effectuate the purpose of the grant.

Amended Resolution A-2

National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made.

The Board in compliance with the internal budget adjustments had decided to approve this grant.

Resolved: That the grant request identified as ET-04-PA-001 is hereby increased to \$330,300.

Be it further resolved: That the President of NORA enters into a contract With the grant application identified in the grant application to effectuate the purpose of the grant

Amended Resolution A-3

National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made.

The Board in compliance with the internal budget adjustments had decided to approve this grant.

Resolved: That the grant request identified as ET-02-OR-001 is hereby decreased by \$4,403.56.

Be it further resolved: That the President of NORA enters into a contract With the grant application identified in the grant application to effectuate the purpose of the grant.

Amended Resolution A-4

National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made.

The Board in compliance with the internal budget adjustments had decided to approve this grant.

Resolved: That the grant request identified as CE-04-OR-001 is hereby increased by \$4,403.56.

Be it further resolved: That the President of NORA enters into a contract With the grant application identified in the grant application to effectuate the purpose of the grant

Amended Resolution A-5

National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made.

The Board in compliance with the internal budget adjustments had decided to approve this grant.

Resolved: That the grant request identified as RD-02-WI-001 is hereby decreased by \$6,150.

Be it further resolved: That the President of NORA enters into a contract With the grant application identified in the grant application to effectuate the purpose of the grant.

Amended Resolution A-6

National Oilheat Research Alliance from its inception has considered the state associations to be one of the strongest forces in the Oilheat industry and that effective use of their resources will help advance the goals of NORA. The Board also finds that the following grant was subjected to public comment and that no adverse comments were made.

The Board in compliance with the internal budget adjustments had decided to approve this grant.

Resolved: That the grant request identified as CE-04-WI-001 is hereby increased by \$6,150.

Be it further resolved: That the President of NORA enters into a contract With the grant application identified in the grant application to effectuate the purpose of the grant

John Huber

From: Zinkands@aol.com
Sent: Tuesday, December 02, 2003 3:23 PM
To: jhuber@nora-oilheat.org
Subject: 2004 Grants

John:

We wish to take the entire reduction from Consumer Education. Please revise the grants to: Consumer Education \$1,575,812 and Education & Training \$330,300. This should result in the same total (rounded). Please advise if this is OK.

John Z.

12/2/2003

DOCKET NUMBER _____

CATEGORY _____

DATE REC'D _____

National Oilheat Research Alliance, 211 N. Union Street, Alexandria, VA 22314
Telephone 703-519-4204, 703-519-4205

FUNDING REQUEST

1. Name of Applicant Petroleum Marketers Association of Wisconsin / Wisconsin Association of Convenience Stores	
2. Short Title of Project: See below	
3. Brief Summary of Project The PMAW/WACS Oilheat Committee has requested the remaining \$6,150.00 from 2002 be transferred from Research and Development to our 2004 Consumer Education Grant. Thank you for your assistance in this matter. Please contact me with any questions or concerns you may have.	
4. Funding Sought from Alliance \$6,150.00	5. Total Estimated Cost of Project: \$6,150.00
6. Type of Funding Request Grant <input checked="" type="checkbox"/> Rebate <input type="checkbox"/>	
8. Please indicate classification of project: Consumer Education <input checked="" type="checkbox"/> Education and Training _____ Research and Development _____	

Applicant Information

1. Name of Contact Robert J. Bartlett		2. Title President	
3. Mailing Address 121 S. Pinckney Street, Suite 300			
4. Street Address (if different from Mailing Address)			
5. City Madison	6. State Wisconsin	7. Mailing Zip 53703	8. Street Zip

9. Telephone 608/256-7555	10. Fax 608/256-7666
11. Contact E-Mail address bbartlett@pmawwacs.org	12. Web Site www.pmawwacs.org
13. Identify the principal officers or owners of the Applicant, including titles Gene Jacobus, Chairman – PMAW/WACS Oilheat Committee; Bill Goebel, Jim Kirchner, Alice Linnabary, John Klein, Gary Merwin, Dave Schwartz, Steve Vande Yacht, Pat Doyle	
14. If the Applicant is a subsidiary, identify the parent. If not a subsidiary, enter "N/A." n/a	
15. Federal Employer Identification Number: 39-0714470	16. Has the Applicant been determined to be "exempt from taxation" under section 501(c) of the Internal Revenue Code? Yes No <input checked="" type="checkbox"/> If yes, please attach copy of IRS determination letter.

Additional Information Required

Before a funding request may be scheduled for consideration it must be complete. To be complete, each funding application must contain the following attachments, submitted on 8 1/2 x 11 paper, typed single spaced--

☐ ATTACHMENT ONE: Statement of the Project that includes--

- Background information about the project.
- Evidence or results of research demonstrating a need for the project.
- Describe any prior projects upon which the proposed project is based or which had the similar goals and objectives as the proposed project.
- Goals, objectives, and anticipated results of the project and planned deliverables.
- Identification of essential personnel expected to participate in the project.
- Status of essential personnel as employee of the Applicant, consultant or contractor.

☐ ATTACHMENT TWO: Timeline for the Project that includes--

- Commencement date
- Completion date
- Key project stages and activities
- Dates upon which deliverable(s) will be presented to Alliance
- Final Report due date (due not more than 60 days from completion date.)

☐ ATTACHMENT THREE: Budget and Statement of Costs that includes--

- Specifically, include direct costs, salaries, overhead and subcontractor costs, fees and expenses.
- Statement of how much the applicant is contributing toward the cost of the project in cash, kind and services.
- Detailed statement of other funding sources contacted or to be contacted, the expected amount of funding from each, the status of each application of funds, and any conditions placed upon the use of funds.

☐ ATTACHMENT FOUR: Benefit Analysis that includes--

- An examination of the value(s) of all favorable effects (benefits) to safety, education and training and consumer awareness.

☐ ATTACHMENT FIVE: Evaluation Statement of method(s) to evaluate the impact of the project.

- A well-written and thorough evaluation plan will assist in demonstrating the applicant's commitment to the Alliance's overall evaluation component.
- The applicant's Evaluation Statement should describe roles, responsibilities, performance measures, evaluation methodologies and data sources.

Electronic Submission of Funding Requests Also Required

In order to be considered complete, this funding request, including all five required attachments, must be submitted in both printed form (signed and dated) and electronically on either a 3.5-inch floppy diskette or as an email attachment. NO EXCEPTIONS. For the electronic version of the funding request, a single file in either MS Word™ or Acrobat Reader™ (.pdf) is preferred and provides for the most efficient handling by the Alliance.

Confidentiality of Application Information

The Alliance's intent is to use data included in funding applications for evaluation purposes only. The use and disclosure of such data may be restricted, provided that the applicant marks the cover sheet of the application and each page containing restricted data with the term "Confidential Proprietary Information."

Verification:

I verify that I am authorized to make this application, and that the statements made herein, including all attachments and exhibits, are true and correct to the best of my knowledge.

March 31, 2004

[date of signing]



Robert J. Bartlett

[printed name]

DOCKET NUMBER _____
 CATEGORY _____
 DATE REC'D 3/12/04

National Oilheat Research Alliance, 211 N. Union Street, Alexandria, VA 22314
 Telephone 703-519-4204, 703-519-4205

FUNDING REQUEST

1. Name of Applicant Oregon Petroleum Marketers Assn.	
2. Short Title of Project: National Oilheat Research Alliance (NORA)	
3. Brief Summary of Project Transfer from Education & Training to Consumer Education	
4. Funding Sought from Alliance \$4,403.56	5. Total Estimated Cost of Project: \$4,403.56
6. Type of Funding Request Grant <input type="checkbox"/> Rebate <input type="checkbox"/>	
8. Please indicate classification of project: Consumer Education <input checked="" type="checkbox"/> Education and Training <input checked="" type="checkbox"/> Research and Development	

Applicant Information

1. Name of Contact Steve O'Toole		2. Title Executive Director	
3. Mailing Address P.O. Box 230235			
4. Street Address (if different from Mailing Address) 7070 SW Fir Ln., suite 150			
5. City Tigard	6. State Oregon	7. Mailing Zip 97281	8. Street Zip 97223

9. Telephone (503) 670-1777	10. Fax (503) 670-8337
11. Contact E-Mail address steve@opma.net	12. Web Site www.opma.net
13. Identify the principal officers or owners of the Applicant, including titles Jeff Arntson, Pres., Lance Woodbury, VP, Tom Freeman, Sec./Tre., Steve O'Toole, Exec. Dir.	
14. If the Applicant is a subsidiary, identify the parent. If not a subsidiary, enter "N/A." N/A	
15. Federal Employer Identification Number: 93-0742736	16. Has the Applicant been determined to be "exempt from taxation" under section 501(c) of the Internal Revenue Code? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, please attach copy of IRS determination letter.

Additional Information Required

Before a funding request may be scheduled for consideration it must be complete. To be complete, each funding application must contain the following attachments, submitted on 8 1/2 x 11 paper, typed single spaced--

☐ ATTACHMENT ONE: Statement of the Project that includes--

- Background information about the project.
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- Completion date
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- A well-written and thorough evaluation plan will assist in demonstrating the applicant's commitment to the Alliance's overall evaluation component.
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In order to be considered complete, this funding request, including all five required attachments, must be submitted in both printed form (signed and dated) and electronically on either a 3.5-inch floppy diskette or as an email attachment. NO EXCEPTIONS. For the electronic version of the funding request, a single file in either MS Word™ or Acrobat Reader™ (.pdf) is preferred and provides for the most efficient handling by the Alliance.

Confidentiality of Application Information

The Alliance's intent is to use data included in funding applications for evaluation purposes only. The use and disclosure of such data may be restricted, provided that the applicant marks the cover sheet of the application and each page containing restricted data with the term "Confidential Proprietary Information."

Verification:

I verify that I am authorized to make this application, and that the statements made herein, including all attachments and exhibits, are true and correct to the best of my knowledge.

3/28/04

[date of signing]

Steve O'Toole

[signature of contact individual]

Steve O'Toole

[printed name]

NATIONAL OILHEAT RESEARCH ALLIANCE
STATE GRANT BUDGETS
As of April 30, 2004

	<u>APPROVED</u>	<u>DISBURSED</u>	<u>REMAINING</u>
<i>CONNECTICUT</i>			
R & D '04 Grant	\$60,759.44	\$12,151.89	\$48,607.55
CONS-ED '04 Grant	850,632.17	287,626.43	563,005.74
E & T '04 Grant	303,797.20	60,759.44	243,037.76
<i>TOTALS FOR CONNECTICUT</i>	<i>1,215,188.81</i>	<i>360,537.76</i>	<i>854,651.05</i>
<i>IDAHO</i>			
E & T '03 Grant	21,741.55		21,741.55
CONS-ED '04 Grant	16,380.49		16,380.49
<i>TOTALS FOR IDAHO</i>	<i>38,122.04</i>		<i>38,122.04</i>
<i>INDIANA</i>			
CONS-ED '03 Grant	1,000.00	1,000.00	
CONS-ED '04 Grant	97,905.00	39,000.00	58,905.00
E & T '04 Grant	3,357.75		3,357.75
<i>TOTALS FOR INDIANA</i>	<i>102,262.75</i>	<i>40,000.00</i>	<i>62,262.75</i>
<i>KENTUCKY</i>			
CONS-ED '04 Grant	179,209.01	38,641.07	140,567.94
E & T '04 Grant	9,432.06		9,432.06
<i>TOTALS FOR KENTUCKY</i>	<i>188,641.07</i>	<i>38,641.07</i>	<i>150,000.00</i>
<i>MASSACHUSETTES</i>			
CONS-ED '03 Grant	148,460.77	145,972.75	2,488.02
E & T '03 Grant	61,344.41	61,309.00	35.41
R & D '04 Grant	14,449.50		14,449.50
CONS-ED '04 Grant	1,396,785.00		1,396,785.00
E & T '04 Grant	308,402.42		308,402.42
<i>TOTALS FOR MASSACHUSETTES</i>	<i>1,929,442.10</i>	<i>207,281.75</i>	<i>1,722,160.35</i>
<i>MARYLAND</i>			
CONS-ED '03 Grant	61,755.95	61,755.95	
E & T '03 Grant	67,837.77		67,837.77
CONS-ED '04 Grant	510,926.61	26,276.05	484,650.56
E & T '04 Grant	72,247.50		72,247.50
<i>TOTALS FOR MARYLAND</i>	<i>712,767.83</i>	<i>88,032.00</i>	<i>624,735.83</i>
<i>MAINE</i>			
CONS-ED '03 Grant	207,722.09	207,722.09	
E & T '03 Grant	109,455.78	109,455.78	
CONS-ED '04 Grant	548,451.44		548,451.44
E & T '04 Grant	288,990.00		288,990.00
<i>TOTALS FOR MAINE</i>	<i>1,154,619.31</i>	<i>317,177.87</i>	<i>837,441.44</i>
<i>NORTH CAROLINA</i>			
CONS-ED '02 Grant	785.00		785.00
E & T '02 Grant	787.00		787.00
CONS-ED '03 Grant	106,970.00		106,970.00
E & T '03 Grant	17,106.00		17,106.00

NATIONAL OILHEAT RESEARCH ALLIANCE
STATE GRANT BUDGETS
As of April 30, 2004

	<u>APPROVED</u>	<u>DISBURSED</u>	<u>REMAINING</u>
CONS-ED '04 Grant	\$377,496.08		\$377,496.08
E & T '04 Grant	94,373.54		94,373.54
<i>TOTALS FOR NORTH CAROLINA</i>	<u>597,517.62</u>		<u>597,517.62</u>

NATIONAL OILHEAT RESEARCH ALLIANCE
STATE GRANT BUDGETS
As of April 30, 2004

	<u>APPROVED</u>	<u>DISBURSED</u>	<u>REMAINING</u>
<i>NEW HAMPSHIRE</i>			
CONS-ED '04 Grant	\$368,400.70	\$76,036.08	\$292,364.62
E & T '04 Grant	92,100.18	19,009.02	73,091.16
<i>TOTALS FOR NEW HAMPSHIRE</i>	<u>460,500.88</u>	<u>95,045.10</u>	<u>365,455.78</u>
<i>NEW JERSEY</i>			
CONS-ED '03 Grant	335,784.28	335,784.28	
E & T '03 Grant	83,583.08	68,335.19	15,247.89
R & D '04 Grant	19,266.00		19,266.00
CONS-ED '04 Grant	1,031,694.30	255,515.72	776,178.58
E & T '04 Grant	285,335.72		285,335.72
<i>TOTALS FOR NEW JERSEY</i>	<u>1,755,663.38</u>	<u>659,635.19</u>	<u>1,096,028.19</u>
<i>NEVADA</i>			
E & T '02 Grant	10,000.00		10,000.00
CONS-ED '04 Grant	12,638.38		12,638.38
E & T '04 Grant	7,706.40		7,706.40
<i>TOTALS FOR NEVADA</i>	<u>30,344.78</u>		<u>30,344.78</u>
<i>NEW YORK</i>			
CONS-ED '03 Grant	872,805.73	872,805.73	
E & T '03 Grant	62,200.80	30,114.00	32,086.80
CONS-ED '04 Grant	2,205,445.49	523,979.65	1,681,465.84
E & T '04 Grant	340,436.96		340,436.96
<i>TOTALS FOR NEW YORK</i>	<u>3,480,888.98</u>	<u>1,426,899.38</u>	<u>2,053,989.60</u>
<i>OHIO</i>			
E & T '02 Grant	68,211.84	13,330.52	54,881.32
CONS-ED '03 Grant	61,247.39	61,247.39	
E & T '03 Grant	71,135.60		71,135.60
CONS-ED '04 Grant	278,643.65	161,648.04	116,995.61
E & T '04 Grant	69,660.91		69,660.91
<i>TOTALS FOR OHIO</i>	<u>548,899.39</u>	<u>236,225.95</u>	<u>312,673.44</u>
<i>OREGON</i>			
E & T '02 Grant	4,403.56		4,403.56
CONS-ED '04 Grant	69,420.42		69,420.42
<i>TOTALS FOR OREGON</i>	<u>73,823.98</u>		<u>73,823.98</u>
<i>PENNSYLVANIA</i>			
CONS-ED '03 Grant	190,773.66	190,773.66	
E & T '03 Grant	4,876.24	4,876.24	
PA CONS-ED '04 Grant	1,588,222.57	200,000.00	1,388,222.57
E & T '04 Grant	317,889.00	75,123.76	242,765.24
<i>TOTALS FOR PENNSYLVANIA</i>	<u>2,101,761.47</u>	<u>470,773.66</u>	<u>1,630,987.81</u>
<i>RHODE ISLAND</i>			
R & D '03 Grant	13,050.00		13,050.00
CONS-ED '03 Grant	77,131.21	(2,605.25)	79,736.46

NATIONAL OILHEAT RESEARCH ALLIANCE
STATE GRANT BUDGETS
As of April 30, 2004

	<u>APPROVED</u>	<u>DISBURSED</u>	<u>REMAINING</u>
R & D '04 Grant	\$9,633.00		\$9,633.00
CONS-ED '04 Grant	381,435.76		381,435.76
<i>TOTALS FOR RHODE ISLAND</i>	<u>481,249.97</u>	<u>(2,605.25)</u>	<u>483,855.22</u>

NATIONAL OILHEAT RESEARCH ALLIANCE
STATE GRANT BUDGETS
As of April 30, 2004

	<u>APPROVED</u>	<u>DISBURSED</u>	<u>REMAINING</u>
<i>VIRGINIA</i>			
E & T '02 Grant	\$7,555.23		\$7,555.23
CONS-ED '03 Grant	11,893.67	11,893.67	
E & T '03 Grant	82,923.34		82,923.34
CONS-ED '04 Grant	380,777.08	49,995.20	330,781.88
E & T '04 Grant	95,194.27		95,194.27
<i>TOTALS FOR VIRGINIA</i>	<u>578,343.59</u>	<u>61,888.87</u>	<u>516,454.72</u>
<i>VERMONT</i>			
R & D '02 Grant	37,859.00		37,859.00
CONS-ED '03 Grant	17,076.75	(5,399.46)	22,476.21
CONS-ED '04 Grant	192,660.00		192,660.00
E & T '04 Grant	48,250.66		48,250.66
<i>TOTALS FOR VERMONT</i>	<u>295,846.41</u>	<u>(5,399.46)</u>	<u>301,245.87</u>
<i>WASHINGTON</i>			
CONS-ED '03 Grant	13,350.73	13,350.73	
CONS-ED '04 Grant	67,016.05	44,818.78	22,197.27
<i>TOTALS FOR WASHINGTON</i>	<u>80,366.78</u>	<u>58,169.51</u>	<u>22,197.27</u>
<i>WISCONSIN</i>			
R & D '02 Grant	6,150.00		6,150.00
CONS-ED '04 Grant	76,085.99	(7,803.00)	83,888.99
E & T '04 Grant	27,633.06		27,633.06
<i>TOTALS FOR WISCONSIN</i>	<u>109,869.05</u>	<u>(7,803.00)</u>	<u>117,672.05</u>
<i>TOTALS FOR REPORT</i>	<u><u>15,936,120.19</u></u>	<u><u>4,044,500.40</u></u>	<u><u>11,891,619.79</u></u>