Project Title: Industrial Energy Extension Program

Project No.: A-2045

Project Director: Bill Studstill

Sponsor: Georgia Office of Planning and Budget

Agreement Period: From 8/1/77 Until 12/31/77

Type Agreement: Contract dtd. 8/1/77

Amount: $233,324

Reports Required: Monthly Financial and Progress Reports.

Sponsor Contact Person(s):

Technical Matters

Mr. Wayne Parker
Georgia Office of Planning and Budget
270 Washington Street
Atlanta, Georgia 30334

Contractual Matters

(thru OCA)

Defense Priority Rating:

Assigned to: Technology & Development Laboratory (School/Laboratory)

COPIES TO:

Project Director
Division Chief (EES)
School/Laboratory Director
Dean/Director—EES
Accounting Office
Procurement Office
Security Coordinator (OCA)
Reports Coordinator (OCA)

Library, Technical Reports Section
Office of Computing Services
Director, Physical Plant
EES Information Office
Project File (OCA)
Project Code (GTRI)
Other EES R&D
Project Title: Industrial Energy Extension Program

Project No: A-2045

Project Director: Mr. Bill Studstill

Sponsor: Georgia Office of Planning and Budget

Effective Termination Date: 1/31/78

Clearance of Accounting Charges: 1/31/78

Grant/Contract Closeout Actions Remaining:

- [x] Final Invoice
- [x] Final Fiscal Report
- Final Report of Inventions
- Govt. Property Inventory & Related Certificate
- Classified Material Certificate
- Other

Assigned to: Technology & Development Laboratory (School/Laboratory)

COPIES TO:
- Project Director
- Division Chief (EES)
- School/Laboratory Director
- Dean/Director—EES
- Accounting Office
- Procurement Office
- Security Coordinator (OCA)
- Reports Coordinator (OCA)
- Library, Technical Reports Section
- Office of Computing Services
- Director, Physical Plant
- EES Information Office
- Project File (OCA)
- Project Code (GTRI)
- Other
Mr. Ed Bistany  
Georgia Office of Energy Resources  
Trinity-Washington Building  
270 Washington Street  
Atlanta, Georgia 30334  

Subject: Monthly Progress Summary  
Letter for EES/GIT Research  
Project A-2045 for Period  
1 August 1977 through  
31 August 1977

Dear Mr. Bistany:

The overall objective of this project is to reduce energy consumption in Georgia. The goal is a 5% reduction of energy consumption for all users by 1980. The industrial sector is expected to account for the majority of this savings. To accomplish the program objective, Georgia Tech's Engineering Experiment Station will provide technical assistance to Georgia industry.

With the exception of secretarial support, the staff to conduct the project has been hired during this initial period. Sixteen staff members will be associated with the project; this represents slightly less than the equivalent of 13 full-time personnel. This includes 7 new staff members that have been hired during this report period. The staff list, with resumes, has been submitted to O.E.R. and verbal approval has been given. The project personnel list, with project time percentages, is attached.

During this report period, two coordination meetings have been held with O.E.R. We have completed the project organization chart, and it has been submitted to O.E.R. A copy of the organization chart is attached. O.E.R. has given verbal approval to this chart.

Several staff planning meetings have been held during this report period. Group coordinators have been assigned for each of the five major industry groups. Support personnel have been assigned to industry groups and have begun detailed project planning efforts. A literature search has been initiated and an effort is being made to compile energy conservation data by industry group for reference and hand-book-type use. Sources being searched include: Georgia Tech research, trade association and industry studies, and equipment manufacturers.

A draft of the audit data form was completed during this report period. Attention has been given to assure that this form fulfills the requirements as outlined in Federal Register, "Federal Energy Administration, Energy Audit Procedures, Part IV," dated June 29, 1977. When in final form, this form will be submitted to O.E.R. for approval.
To accomplish the project goal, a good promotion and public relations effort is needed. Planning meetings have been held and the following are proposed for the project.

1. **General Industry Letter** - The purpose is to alert industry to the project and condition them for further contact. Plans are for this letter to come from the Governor. A draft has been prepared.

2. **Program Brochure** - This will be an informative, multiuse item. A format is being prepared.

3. **Newsletter** - Plans are for this to be a monthly or bimonthly item for the purpose of cultivating and maintaining an energy conservation awareness among industry.

All of the above items will be submitted to O.E.R. for review and approved before publishing.

During the next period, a detailed work plan will be completed. This plan will outline tasks, subtasks, time schedules, and deadlines for the project implementation. Also during the next period, criteria will be established for selecting plants for audit. The plant audit list should also be completed by the next report.

Respectfully submitted,

W. T. Studstill  
Program Coordinator

mpc

J. L. Birchfield  
Program Director
PROJECT PERSONNEL

1. J.L. Birchfield, Program Director 20
2. W.T. Studstill, Program Coordinator 100
3. D.W. Wade, Research Engineer 100
4. G.B. Curtis, Senior Research Engineer 70
5. L. Moriarty, Research Engineer 100
6. W. Moran - Research Engineer 100
7. W.A. Hendrix - Research Engineer 100
8. G. Soora - Assistant Research Engineer 100
9. J.B. Shaw - Administrative Specialist 80
10. Secretary 100
11. Clerk-Typist 100
12. M. Smith, Co-Op Student 100
13. D. Brookstein, Assistant Prof. Text. Eng. 25
14. F. Cook, Assistant Prof. Text. Eng. 25
15. J. Muzzy, Associate Prof. Chem. Eng. 25
16. J. Sommerfeld, Professor, Chem. Eng 20

TOTAL 1265
Georgia Office of Energy Resources
Trinity-Washington Building
270 Washington Street
Atlanta, Georgia 30334

Attn: Mr. Ed Bistany

Subject: Industrial Energy Extension Program
Monthly Progress Summary Report for
EES/GIT Research Project A-2045 for
Period 1 September 1977 through
30 September 1977

Dear Mr. Bistany:

This summarizes activities on Research Project A-2045 for the period
1 September 1977 through 30 September 1977.

General

As of this date, all professional project staff members are on board and
involved with project work. The only remaining position is that of Secretary.
Several applicants have been interviewed during this report period.

Time has been spent during this report period with orientation of new
staff members. A draft of "Policy and Guidelines" for the project was developed.
A completion date of November 1 is expected.

Several planning meetings were held with project personnel and with O.E.R.
personnel. Items discussed included: project promotion procedures, policy as
to informing industry people as to O.E.R. project sponsorship, gaining cooperation
from private consultants and the utilities, handling technical assistance
requests from industry, etc.

A detailed work plan (Project Plan) has been completed and is attached
for your review and approval. Subject to your approval, the format of this and
subsequent reports will follow the tasks as listed on this Project Plan.

Literature Search

The initial literature search task is on schedule. The major effort on
this task should be completed before the next report period. Of course, this
task will be continued, on a much reduced effort, throughout the project.
Audit Plant Criteria

Criteria have been developed for all five industry groups. These will be used as a basis for selecting representative plants for the audits.

Selection of Audit Plants

Lists of prospective audit plants have been completed for each industry group. These lists will now be screened for a working list. Trade associations have and will continue to be used in selecting plants for audits.

Prepare Audit Handbook

Using the results of the literature search, effort has already started for developing this handbook. This book will be utilized by plant auditors. It will contain procedural guidelines, technical reference material, list of consultants, etc. The initial handbook is expected to be completed by mid November. It will be updated, as necessary throughout the life of the project.

Auditor Training

Work has been performed during this period on planning the training program. It is scheduled for the two week period beginning October 10. Also plant visits for training purposes have been scheduled.

Energy Conservation Funds

A control form entitled "Request to Pursue Energy Conservation Funds" has been developed and delivered to you for approval. This will be used to seek approval to use project funds to seek outside funds for energy conservation research.

A partial list of federal funding sources has been developed.

Program Promotion

The delay in coordination with you has had some effect on other project efforts. A meeting was held with O.E.R. personnel during this period to discuss promotion details.

During this period, a list of trade associations was prepared. Effort has begun on contacting trade associations. An address was made at the semi-annual meeting of the Georgia Dairy Products Association where our program was promoted. Also, the program was presented to the Carpet and Rug Institute's Energy Subcommittee.

Drafts of mail-out letters and a news release have been delivered to you for approval. These will be issued when approved.

Effort was initiated this period on the design of a "logo". This will be used on all printed project material.
Plant Audit Form

A draft was developed this period and it was field tested by a plant visit. It is now being revised. A final edition is scheduled for completion by November 1.

Audit Procedures

A draft was developed. It was reviewed at several staff planning meetings. The completed item is expected by November 1.

Plant Audits

These are formally planned to begin in November. However, to test the audit form, an audit of a plant was initiated on September 21 with a plant visit. This audit is in progress.

Goals established as to the number of audits to be performed are: General Industry, 50; Food, 50; Textiles, 30; Chemical, 20; and Stone, 30.

Financial Statement

The statement of charges for the period August 1 to August 31, 1977 is attached.

Other

During this period we furnished corrections to the State Energy Plan as requested by F.E.A. through your office.

Respectfully submitted,

William T. Studstill
Program Coordinator

WTS/rm

R. L. Yobs
Laboratory Director

J. L. Birchfield
Division Chief
Exhibit C

Financial Statement

Contractor: Georgia Institute of Technology

Month: 1 August 1977 to 31 August 1977

<table>
<thead>
<tr>
<th>Object Class Categories</th>
<th>Current Month</th>
<th>Totals To-Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. Personnel</td>
<td>$4,567.03</td>
<td>$4,567.03</td>
</tr>
<tr>
<td>II. Fringe Benefits</td>
<td>0</td>
<td>0</td>
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<tr>
<td>III. Travel*</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>IV. Communications</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>V. Merit System Assessment</td>
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<td>0</td>
</tr>
<tr>
<td>VI. Materials &amp; Supplies</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>VII. Other (overhead)</td>
<td>$3,105.58</td>
<td>$3,105.58</td>
</tr>
</tbody>
</table>

Amount Requested for Reimbursement this Month $7,672.61

Total Expenditures To-Date $7,672.61

*Supporting documentation required, to include at least an itemized listing of costs submitted.

I certify that the above statement of services rendered, having been compiled from bonafide time, salary and overhead cost records maintained by the Georgia Institute of Technology is true and correct to the best of my knowledge and belief; and that reimbursement for the particular services and products indicated above

(Cont'd.)
has not been received.

Title: Program Coordinator

REVIEWED, OFFICE OF PLANNING AND BUDGET:

Energy Office - by ______________________ Date_________

Administrative Office - by ______________________ Date_________
Project No. A-2045

Project Title: INDUSTRIAL ENERGY EXTENSION SERVICE

Project Coordinator: W. T. STUDSTILL

Project Plan:

I. BACKGROUND ANALYSIS & PROGRAM PLANNING
   A. LITERATURE SEARCH
   B. AUDIT PLANT CRITERIA
   C. SELECT AUDIT PLANTS
   D. PREPARE AUDIT HANDBOOK
   E. TRAIN AUDITORS
   F. ENERGY CONSERVATION FUNDS
      1. PREPARE CONTROL FORM
      2. LIST OF FED. FUNDING SOURCES
      3. LIST OF IND. ASSN. GRANTS & PROGRAMS
      4. LIST OF STATE FUNDING SOURCES
   G. PROMOTIONAL PROGRAM
      1. CONTACT OF TRADE ASSN. & UTILITIES FOR COOP.
      2. CONTACT OF PRIVATE ENG. FIRMS FOR COOP.
      3. PREPARE LIST OF CONSULTANTS
      4. LETTER MAIL-OUT TO INDUSTRY
      5. INITIAL NEWS RELEASES (N'PAPERS, ASSNS.)
      6. PROGRAM BROCHURE
      7. PREPARE SLIDE PRESENTATION
      8. BI-MONTHLY NEWSLETTER
      9. NEWS RELEASES AS WARRANTED
     10. GROUP PRESENTATIONS (APDC'S ASSNS. ETC.).

LEGEND
PROJECT PLAN

H. DEVELOP STANDARDIZED PLANT Audit FORM
   1. FIELD TEST FORM
   2. DEVELOP AUDIT PROCEDURES
   3. DEVELOP ECON. ANALYSIS TECHNIQUE
   4. DEVELOP "CASE HISTORY" FORMAT
   5. DEVELOP REPORT FORMAT - MGMT.

II. CONDUCT PLANT ENERGY AUDITS
   (GOAL: GEN'L IND., 50; FOOD 50;
    TEXTILES, 30; CHEM., 20; STONE, 30.)

III. PROGRAM EVALUATION PLAN
   A. DEVELOP TECHNIQUE
   B. IMPLEMENT PLAN

IV. DEVELOP "CASE HISTORIES" HANDBOOK AND
   DISTRIBUT TO AUDIT/T. A. PLANTS

V. TECHNOLOGY TRANSFER
   A. GROUP MTG.
   B. INDIVIDUAL REQUESTS (ALSO INCL. IN VI)

VI. ONGOING TECHNICAL ASSISTANCE

LEGEND
November 4, 1977

Georgia Office of Energy Resources  
Trinity-Washington Building  
270 Washington Street  
Atlanta, Georgia 30334  

Attn: Mr. Ed Bistany  

Subject: Industrial Energy Extension Program  
Monthly Progress Summary Report for  
EES/GIT Research Project A-2045 for  
Period 1 October 1977 through  
31 October 1977  

Dear Mr. Bistany:  

This summarizes activities on Research Project A-2045 for the period 1 October 1977 through 31 October 1977.  

Activities of October  

1. Problems encountered: There has been a delay in receiving approval for promotional materials (brochure and mail-out letters). This has been due to busy schedules by both parties. The delay has resulted in postponing contacting industries to set-up plant visit appointments.  

2. Comparison to Project Plan: The project is on schedule except for promotional materials (Tasks I-G4 and I-G6). These tasks are approximately one to two weeks behind schedule. Tasks completed were:  
   'Literature search (I-A)  
   'Train auditors (I-E)  
   'Contact of Professional Engineering groups (I-G2)  
   'Plant audit form (I-H)  

3. Reasons for schedule slippage: Delay in promotional tasks (news releases, brochures, mail-out letters).  

4. Other activities:  
   'Contacts made with D.O.E. to identify other energy conservation funding sources.  
   'Several contacts made with private consulting engineers and utility representatives.  
   'Worked on budget for next 12-month project period.  
   'Developed form for use in documenting requests for technical assistance.
5. Statistics by groups:

<table>
<thead>
<tr>
<th></th>
<th>General</th>
<th>Food</th>
<th>Chemical</th>
<th>Textiles</th>
<th>Stone</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. of Ind. contacted</td>
<td>2</td>
<td>2</td>
<td>0</td>
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<tr>
<td>No. of Trade Assn. contacted</td>
<td>0</td>
<td>3</td>
<td>1</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>No. of unsolicited industry requests for assistance</td>
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<td>1</td>
<td>1</td>
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<tr>
<td>Expenditures for September ($)</td>
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<td>3,076</td>
<td>1,685</td>
<td>725</td>
<td>1,222</td>
</tr>
</tbody>
</table>

Note: Expenditures do not include academic charges - this total will appear next month.

Plans for November

1. Brochure and mail-out letters are expected in early November.
2. Slide presentation will be completed.
3. Auditor's handbook will be completed in early November.
4. Work will be initiated to develop program evaluation plan.
5. Case history format will be developed.
6. Goals for November as to number of audit plant visits are:

<table>
<thead>
<tr>
<th>General</th>
<th>Food</th>
<th>Chemical</th>
<th>Textiles</th>
<th>Stone, Clay, Glass</th>
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</thead>
<tbody>
<tr>
<td>4</td>
<td>4</td>
<td>2</td>
<td>2</td>
<td>3</td>
</tr>
</tbody>
</table>

Respectively submitted,

William T. Studstill
Program Coordinator

WTS/rm

R. L. Yobs
Laboratory Director

J. L. Birchfield
Division Chief
Dear Mr. Bistany:

This summarizes activities on Research Project A-2045 for the period 1 November 1977 through 30 November 1977.

Activities of November

1. Problems encountered: The delay in receiving your approval for promotional materials that was reported last month caused a delay this month in setting-up plant visits. Some plants are requiring that we sign non-disclosure and personal injury liability waivers before they allow us into their plants. We are in the process of developing a non-disclosure clause now, but our legal advisor will not allow us to sign a liability waiver. This has only affected one of our planned plant visits.

2. Comparison to Project Plan: We are one month behind schedule with our letter mail-outs to industry (Task G-4). We were about two weeks late in beginning our plant audits (Task II). As you directed, we have postponed our news releases (Tasks G-5 and G-9). Tasks completed this period were:
   - Audit handbooks (I-D)
   - List of consultants (G-3)
   - Program brochures (G-6)
   - Slide presentation (G-7)

3. Reason for schedule slippage: Primarily due to delay in producing promotional materials as reported last month.

4. Other activities:
   - Began energy audits and providing technical assistance to industry.
   - Program presentations made to 4 APDC's and at a meeting conducted by the American Management Association.
   - Representatives from several consulting engineering firms and utilities visited office to discuss how they could cooperate in the program.
   - Governor's letter mailed to approximately 2400 industries.
5. Statistics by groups:

<table>
<thead>
<tr>
<th></th>
<th>General</th>
<th>Food</th>
<th>Chemical</th>
<th>Textiles</th>
<th>Stone</th>
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</thead>
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<tr>
<td>No. of Ind. contacted</td>
<td>22</td>
<td>3</td>
<td>1</td>
<td>5</td>
<td>7</td>
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<td>No. of Trade Assn. contacted</td>
<td>1</td>
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<tr>
<td>No. of unsolicited industry</td>
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<td></td>
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<tr>
<td>requests for assistance</td>
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<td>0</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Expenditures for October ($)</td>
<td>14,773</td>
<td>4,904</td>
<td>3,675</td>
<td>3,314</td>
<td>4,121</td>
</tr>
</tbody>
</table>

Plans for December

1. 15 plant visits scheduled
2. Complete 3 audit reports.
3. Produce initial newsletter.
4. Develop audit report to industry format.

Respectively submitted,

William T. Studstill
Program Coordinator

WTS/rm

J.L. Birchfield
Division Chief
CONTRACTOR: GEORGIA TECH RESEARCH INSTITUTE

MONTH: 11/1/77 - 11/30/77

<table>
<thead>
<tr>
<th>OBJECT CLASS CATEGORIES</th>
<th>CURRENT MONTH</th>
<th>TOTALS TO-DATE</th>
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<tbody>
<tr>
<td>I. Personnel</td>
<td>20,372.90</td>
<td>50,437.72</td>
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<td>II. Fringe Benefits</td>
<td>1,713.09</td>
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<td>III. Travel*</td>
<td>690.06</td>
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</tr>
<tr>
<td>IV. Publications</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>V. Overhead</td>
<td>13,135.58</td>
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<tr>
<td>VI. Materials and Supplies</td>
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<td>1,751.91</td>
</tr>
<tr>
<td>VII. Other</td>
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</tbody>
</table>

Amount Requested for Reimbursement this Month $37,101.31

Total Expenditures To-Date $89,874.30

*Supporting documentation required, to include at least an itemized listing of costs submitted. Attached

I certify that the above statement of services rendered, having been compiled from bonafide time, salary and overhead cost records maintained by the Engineering Experiment Station is true and correct to the best of my knowledge and belief; and that reimbursement for the particular services and products indicated above has not been received.

B. H. Atcheson
Title: Manager, Accounting & Budgets

REVIEWED, OFFICE OF PLANNING AND BUDGET:

Energy Resources - by ___________________________ Date ____________

Administrative Office - by ___________________________ Date ____________
Travel detail:

<table>
<thead>
<tr>
<th>NAME</th>
<th>LOCATION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>J. D. Muzzy</td>
<td>Washington, D.C.</td>
<td>260.66</td>
</tr>
<tr>
<td>F. L. Cook</td>
<td>Dalton, Ga.</td>
<td>29.26</td>
</tr>
<tr>
<td>D. W. Wade</td>
<td>Moultrie, Ga.</td>
<td>80.87</td>
</tr>
<tr>
<td>D. W. Wade</td>
<td>Carrollton, Rome, Dalton,</td>
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</tr>
<tr>
<td></td>
<td>Jasper, &amp; Gainesville, Ga.</td>
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</tr>
<tr>
<td>W. G. Moran</td>
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<tr>
<td>L. G. Moriarty</td>
<td>Huntsville, Ala.</td>
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</tr>
<tr>
<td>W. T. Studstill</td>
<td>Huntsville, Ala.</td>
<td>99.50</td>
</tr>
</tbody>
</table>

TOTAL $ 690.06
Georgia Office of Energy Resources  
Trinity-Washington Building  
270 Washington Street  
Atlanta, Georgia 30334

Subject: Industrial Energy Extension Program  
Monthly Progress Summary Report for  
EES/GIT Research Project A-2045 for  
Period 1 December 1977 through 31 December 1977

Dear Mr. Bistany:

This summarizes activities on Research Project A-2045 for the period  
1 December 1977 through 31 December 1977.

Activities of December

1. Problems encountered: Some delays were encountered in conducting plant visits  
due to plants' interruption of production schedules due to holidays. Several  
of the chemical plants are resisting supplying data for the audit form. Technical  
assistance can be provided but the number of audits may have to be reduced  
for this group. The excellent response to our letter mailouts has made it  
difficult to honor previous requests for technical assistance and plant audits. The  
need for instruments is delaying us in our evaluation and recommendations to industry.

2. Comparison to Project Plan: We are about two months behind schedule with our  
newsletter (Task G-8). The initial newsletter will be mailed the first week in  
January. Plans are to begin our Technology Transfer, Group Meetings (Task  
V-A) about 6 months ahead of schedule. The first seminar is planned for  
January 31. We are about one month behind schedule with our plant audits and  
technical assistance.

3. Reason for schedule slippage: This slippage is due to the delay in printing  
the newsletter and the previously reported delays in getting out our mailout  
letters (Task G-4). The previously reported delay in producing promotional  
materials and the lack of instruments for collecting data have caused the delay in conducting plant audits and providing technical assistance. Also,  
the large number of requests we have received has caused a delay in handling  
our earlier technical assistance requests.
4. Other activities

Industry mailout letter promoting program was sent to approximately 2400 industries. This was a follow-up item to the Governor's letter over my signature. The response from industry for assistance has been very heavy.

Program logo was finalized.

A technical information flyer, "Energy Conservation Tips," masthead has been developed. This item will promote conservation ideas through technical information transfer by mail. They will also be used in our future handbook.

Our initial newsletter has been published and it is in the process of being mailed.

Presented program to GBIA Energy Task Force meeting.

Staff member attended the Boiler Efficiency Improvement Training Seminar on December 7, 8, and 9 in Chicago.

Several contacts made with consulting engineers, equipment manufacturers, suppliers and contractors in program promotion.

Two plant audit final reports were completed during the month.

Staff member attended D.O.E. sponsored seminar on "Non-Residential Applications of Solar Energy".

5. Statistics by groups:

<table>
<thead>
<tr>
<th></th>
<th>General</th>
<th>Food</th>
<th>Chemical</th>
<th>Textiles</th>
<th>Stone</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. of Ind. contacted</td>
<td>17</td>
<td>7</td>
<td>6</td>
<td>13</td>
<td>5</td>
</tr>
<tr>
<td>No. of Trade Assn. contacted</td>
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<td>1</td>
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<tr>
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<td>5</td>
<td>5</td>
<td>2</td>
<td>6</td>
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<tr>
<td>Expenditures for November ($)</td>
<td>13,374</td>
<td>5,278</td>
<td>9,279</td>
<td>2,691</td>
<td>4,003</td>
</tr>
</tbody>
</table>

Also, 2400 mailout letters were sent to industries.

Plans for January

1. Honor the many requests from industry for technical assistance.

2. Complete written audit and technical assistance reports to industry to assure a maximum 2-month response time.


4. Produce and mail first publication of "Energy Conservation Tips".

Respectfully submitted,

William T. Studstill
Program Coordinator
EXHIBIT C
FINANCIAL STATEMENT AND INVOICE NO. 4

CONTRACTOR: GEORGIA TECH RESEARCH INSTITUTE

MONTH: 12/1/77 - 12/31/77

<table>
<thead>
<tr>
<th>OBJECT CLASS CATEGORIES</th>
<th>CURRENT MONTH</th>
<th>TOTALS TO-DATE</th>
</tr>
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<td>I. Personnel</td>
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<td>77,629.30</td>
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<td>III. Travel*</td>
<td>1,379.49</td>
<td>2,712.72</td>
</tr>
<tr>
<td>IV. Publications</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>V. Overhead</td>
<td>18,490.27</td>
<td>52,069.91</td>
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<tr>
<td>VI. Materials and Supplies</td>
<td>373.54</td>
<td>2,125.45</td>
</tr>
<tr>
<td>VII. Other</td>
<td>--</td>
<td>--</td>
</tr>
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</table>

Amount Requested for Reimbursement this Month: 49,378.33

Total Expenditures To-Date: 139,252.63

*Supporting documentation required, to include at least an itemized listing of costs submitted. Attached

I certify that the above statement of services rendered, having been compiled from bona fide time, salary and overhead cost records maintained by the Engineering Experiment Station is true and correct to the best of my knowledge and belief; and that reimbursement for the particular services and products indicated above has not been received.

B. H. Atcheson
Title: Manager, Accounting & Budgets

REVIEWED, OFFICE OF PLANNING AND BUDGET:

Energy Resources - by ______________________ Date ____________

Administrative Office - by ______________________ Date ____________
A-2045 - Supplement

Travel detail:

<table>
<thead>
<tr>
<th>NAME</th>
<th>LOCATION</th>
<th>AMOUNT</th>
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<tr>
<td>J. T. Sommerfeld</td>
<td>Chicago, Ill</td>
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<td>Cartersville, GA</td>
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<td>D. S. Brookstein</td>
<td>Savannah, GA</td>
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<td>B. S. Moron</td>
<td>Santa Ana, Calif.</td>
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<td>Griffin, GA</td>
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<td>D. W. Wade</td>
<td>Chicago, Ill.</td>
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<td>W. A. Hendrix</td>
<td>Dalton, GA</td>
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<td>Cartersville, GA</td>
<td>$3.00</td>
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<td>G. Soora</td>
<td>Carrollton, Rome, Dalton, and Milledgeville, GA</td>
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<tr>
<td>G. Soora</td>
<td>Milledgeville, GA</td>
<td>$36.25</td>
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**TOTAL** $1,379.49
Georgia Office of Energy Resources  
Trinity-Washington Building  
270 Washington Street  
Atlanta, Georgia 30334

Subject: Industrial Energy Extension Program  
Monthly Progress Summary Report for  
EES/GIT Research Project A-2045 for  
Period 1 January 1978 through  
31 January 1978

Dear Mr. Bistany:

This summarizes activities on Research Project A-2045 for the period  

Activities of January

1. Problems encountered: Some delays have been encountered in conducting  
plant visits and supplying reports to industry due to a temporary per­  
sonnel shortage and the weather. Some delay also attributable to lack  
of instrumentation to measure energy flows in plants.

2. Comparison to Project Plan: All tasks are on schedule except Program  
Education Plan (Task III). We will begin developing this plan this month.

3. Reason for schedule slippage: Task III delayed approximately one month  
to gain more experience in project operation, and because first funding  
phase was extended one month.

4. Other activities:
   . The initial "Energy Conservation Tips", a flyer on suggestions to  
stimulate industrial energy conservation, was developed this period.  
This technology transfer item will be supplied to industry through  
the mail and during plant visits.
   . A presentation, "Energy Conservation in Bottling Plants" was given  
to a group of Coca-Cola bottling plant managers.
   . A seminar, "Energy Efficiency in Boiler House Operations", was con­  
ducted in Dalton for the Carpet and Rug Institute. The complete  
seminar content was prepared and presented by the project staff to  
46 industrial representatives.
   . Slide presentations on the Industrial Energy Extension Service were  
presented to the Delta Sigma Phi Professional Business Fraternity  
(35 attendees) and at the "Energy Update for Planners and Developers  
Workshop" (35 APDC representatives in attendance).
Our first newsletter, "Industrial Energy Conserver" was printed and mailed to 2800 recipients including industry, trade associations, consulting engineers and others.

5. Statistics by groups:

<table>
<thead>
<tr>
<th></th>
<th>General</th>
<th>Food</th>
<th>Chemical</th>
<th>Textiles</th>
<th>Stone</th>
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<tbody>
<tr>
<td>No. of ind. contacted</td>
<td>11</td>
<td>5</td>
<td>4</td>
<td>4</td>
<td>5</td>
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<tr>
<td>No. of trade assns. contacted</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>1</td>
<td>1</td>
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<tr>
<td>No. of unsolicited industry requests for assistance</td>
<td>11</td>
<td>3</td>
<td>2</td>
<td>3</td>
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<td>Expenditures for December ($)</td>
<td>12,739</td>
<td>6,514</td>
<td>7,390</td>
<td>9,895</td>
<td>7,609</td>
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</table>

Plans for February

1. Complete recommendations to plants previously visited.

2. Handle technical assistance and plant survey requests as they can be scheduled.


4. Develop a project evaluation plan.

Respectfully submitted,

William T. Studstill
Program Coordinator

J. L. Birchfield
Division Chief

WTS/rem
EXHIBIT C
FINANCIAL STATEMENT AND INVOICE NO. 6

CONTRACTOR: GEORGIA TECH RESEARCH INSTITUTE

MONTH: 1/1/78 - 1/31/78

<table>
<thead>
<tr>
<th>OBJECT CLASS CATEGORIES</th>
<th>CURRENT MONTH</th>
<th>TOTALS TO-DATE</th>
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<tr>
<td>I. Personnel</td>
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<td>V. Overhead</td>
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<td>VI. Materials and Supplies</td>
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<td>VII. Other</td>
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Amount Requested for Reimbursement this Month 49,832.17

Total Expenditures To-Date 189,084.80

*Supporting documentation required, to include at least an itemized listing of costs submitted.

I certify that the above statement of services rendered, having been compiled from bonafide time, salary and overhead cost records maintained by the Engineering Experiment Station is true and correct to the best of my knowledge and belief; and that reimbursement for the particular services and products indicated above has not been received.

B. H. Atcheson
Title: Manager, Accounting & Budgets

REVIEWED, OFFICE OF PLANNING AND BUDGET:

Energy Resources - by ______________________ Date __________

Administrative Office - by ______________________ Date __________
## Travel detail:

<table>
<thead>
<tr>
<th><strong>NAME</strong></th>
<th><strong>LOCATION</strong></th>
<th><strong>AMOUNT</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>J. D. Muzzy</td>
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<td>16.85</td>
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<td>L. J. Moriarty</td>
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<td>J. L. Birchfield</td>
<td>Washington, D.C.</td>
<td>21.00</td>
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**Total** - 1,840.11