



April 13, 2020

Debra Howland, Executive Director and Secretary
New Hampshire Public Utilities Commission
21 S. Fruit St, Suite 10
Concord, N.H. 03301-2429

**Re: Low Income Electric Assistance Program
Monthly Reporting Requirements
Unitil Energy Systems, Inc.
DE 19-132**

Dear Director Howland:

Unitil Energy Systems, Inc. ("Unitil") hereby files with the Commission one copy (1) of its monthly EAP report for the month of March 2020. In addition, Unitil is filing this report electronically in accordance with the Commission's Electronic Report Filing program.

The monthly report contains three attachments:

Attachment A – Provides the System Benefits Charge Reconciliation Report for the monthly reporting period showing the amount of funds owed to or from Unitil. Unitil has a balance owed to the State of NH in the amount of \$31,927.42;

Attachment B – Provides the number of active participants enrolled in the program;

Attachment C – Provides the residential aging report and the program participant aging report.

This filing also includes a cumulative report of the actual Program Year EAP administrative costs through the quarter ending March 31, 2020.

Unitil continues to recover its program administrative costs on an ongoing basis. The reporting requirements with the Program Administrator, the Community Action Agency, and Consumer Advocate are being fulfilled by electronic communication.

Thank you for your attention to this matter.

Very truly yours,

A handwritten signature in black ink, appearing to read "Chris Goulding", written in a cursive style.

Christopher Goulding,
Director, Rates and Revenue Requirements

Enclosures: Unitil EAP Monthly Report – March 2020

Unitil Energy Systems, Inc.
EAP Monthly Report

For the month of March 2020

**Unitil Energy Systems, Inc.
Attachment A**

**Electric Assistance Program
System Benefits Charge Reconciliation Report**

	March 2020	
Retail Delivery KWHs	98,534,957	
Call-In Sales	-	
Company Sales (if not already excluded)	-	
Adjustments	-	
Adjusted Retail Delivery KWHs	98,534,957	
SBC Low Income EAP Rate	\$ 0.0015	(1)
SBC Low Income EAP Billed Amount	\$ 147,884.20	
Interest on Reserve (effective May 21, 2004)	\$ 60.87	(2)
10% Reserve (discontinued October 1, 2003)	\$ -	
Transfer of Utility Held Reserves to State Treasury	\$ -	
Net SBC Low Income EAP Funding	\$ 147,945.07	
EAP Costs		
Discounts Applied to Customers' Bills	\$ 98,615.07	
Payments to Community Action Programs	\$ 17,296.38	
Pre-Program Arrears Retirement	\$ -	
Incremental Administrative Costs	\$ 106.20	
Neighbor Helping Neighbor Allocation	\$ -	
Cost of Continuance of Interim Program:		
Interim Participant Credits	-	
Total EAP Costs	\$ 116,017.65	
SBC Low Income EAP Balance	\$ 31,927.42	
Program to Date 10% Reserve Balance	\$ 57,322.59	
Cumulative Transfers from Energy Efficiency Program Revenues	\$ -	

(1) Effective July 1, 2011, the low-income portion of the SBC is \$0.00150 per kWh.

(2) The three-month LIBOR interest rate for March 2020 is 1.25375%. Interest for the month of March 2020 is calculated as follows:
 $0.0125375 \times (31/366) = 0.00106192$; $0.00106192 \times \text{the average reserve balance for March 2020 of } \$57,322.59 = \$60.87$.

Unitil Energy Systems, Inc.

EAP Monthly Report

Attachment B For the month of March 2020

	<u>Active Participants</u>	<u>Discounts (1) \$/Tier</u>	<u>Usage kWh/Tier</u>
<u>Participants</u>			
Number of active participants enrolled in the program			
Tier 1 - N/A	0	\$0.00	0
Tier 2 - 9% Discount	775	\$6,517.01	513,588
Tier 3 - 23% Discount	459	\$10,369.08	296,060
Tier 4 - 37% Discount	491	\$17,402.08	295,892
Tier 5 - 53% Discount	541	\$27,034.62	308,812
Tier 6 - 77% Discount	<u>435</u>	<u>\$37,292.28</u>	<u>339,067</u>
Total	2,701	\$98,615.07	1,753,419

(1) Additional data included per OCA request.

Unitil Energy Systems, Inc.

EAP Monthly Report

For the month of March 2020

Attachment C

Aging Report (1)

	Residential			
	<i>EAP</i>		<i>Total Residential</i>	
Number of Accounts (Total) ⁽¹⁾	7,056		65,571	
Number of Accounts with outstanding AR ⁽²⁾	3,613		59,284	
Total AR	\$	972,222.00	\$	10,093,713.32
Current	\$	302,252.20	31.09%	\$ 6,521,682.92 64.61%
Past Due 30-59 Days	\$	171,912.81	17.68%	\$ 1,546,171.44 15.32%
Past Due 60-89 Days	\$	140,224.12	14.42%	\$ 799,974.38 7.93%
Past Due 90+ Days	\$	357,832.87	36.81%	\$ 1,225,884.58 12.15%

[1] Counts are as of report run date. For EAP, this reflects total number of EAP participants irrespective of account status or balance. For Total Residential, this reflects the total number of UES Residential Active accounts, irrespective of balance.

**Unitil Energy Systems
NH-LIEAP Supporting Documentation
March 2020**

Class	Billed kWh (b)	LI-EAP \$ Calculated [(b) * \$0.0015]	CIS LI-EAP Revenue Reported	Variance
D Total	41,820,714.00	62,731.07	62,845.81	\$ (114.74)
G1 Total	27,375,056.00	41,062.58	41,062.58	\$ 0.00
G2 Total	28,692,403.00	43,038.60	43,026.27	\$ 12.33
OL Total	646,784.00	970.18	949.54	\$ 20.64
LI-EAP kWh Billed	98,534,957.00	\$ 147,802.44	\$ 147,884.20	\$ (81.76)
¹ Pre LI-EAP Adjustment	0.00			
Net kWh Billed	98,534,957.00			

Note: (b) includes net metering kWh.

Unitil Energy Systems, Inc.
Incremental Administrative Costs Quarterly Report

<u>Administrative Costs - UES PY 2019 - 2020</u>	Q1 October 1, 2019 through December 31, 2019	Q2 January 1, 2020 through March 31, 2020	Total Costs
Information Technology	\$ -	\$ -	\$ -
Program Administration	\$ -	\$ -	\$ -
Brochures	\$ -	\$ 106.20	\$ -
Training	\$ -	\$ -	\$ -
Legal	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -
Total EAP Administrative Costs	\$ -	\$ 106.20	\$ -

SBC Revenues Collected (including Interest on Reserve)

\$867,532.86