



October 10, 2019

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 18-118**

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 September 2019. 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 \$62,602.69;

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 September 30, 2019.

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 over a horizontal line.

Christopher Goulding,  
Director, Rates and Revenue Requirements

Enclosures: Unitil EAP Monthly Report – September 2019

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**Christopher Goulding**  
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**Unitil Energy Systems, Inc.**  
**EAP Monthly Report**

**For the month of September 2019**

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

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

	<b>September 2019</b>	
Retail Delivery KWHs	90,957,183	
Call-In Sales	-	
Company Sales (if not already excluded)	-	
Adjustments	-	
Adjusted Retail Delivery KWHs	90,957,183	
SBC Low Income EAP Rate	\$ 0.0015	(1)
SBC Low Income EAP Billed Amount	\$ 136,499.35	
Interest on Reserve (effective May 21, 2004)	\$ 100.48	(2)
10% Reserve (discontinued October 1, 2003)	\$ -	
Transfer of Utility Held Reserves to State Treasury	\$ -	
<b>Net SBC Low Income EAP Funding</b>	<b>\$ 136,599.83</b>	
EAP Costs		
Discounts Applied to Customers' Bills	\$ 68,491.61	
Payments to Community Action Programs	\$ 5,505.53	
Pre-Program Arrears Retirement	\$ -	
Incremental Administrative Costs	\$ -	
Neighbor Helping Neighbor Allocation	\$ -	
Cost of Continuance of Interim Program:		
Interim Participant Credits	-	
<b>Total EAP Costs</b>	<b>\$ 73,997.14</b>	
<b>SBC Low Income EAP Balance</b>	<b>\$ 62,602.69</b>	
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 September 2019 is 2.13275%. Interest for the month of September 2019 is calculated as follows:  
 $0.0213275 \times (30/365) = 0.00175295$ ;  $0.00175295 \times \text{the average reserve balance for September 2019 of } \$57,322.59 = \$100.48$ .

# Unitil Energy Systems, Inc.

## EAP Monthly Report

### Attachment B

#### For the month of September 2019

<u>Participants</u>	<u>Active Participants</u>	<u>Discounts (1) \$/Tier</u>
Number of active participants enrolled in the program		
Tier 1 - N/A	0	\$0.00
Tier 2 - 9% Discount	605	\$3,764.49
Tier 3 - 23% Discount	410	\$6,597.70
Tier 4 - 37% Discount	491	\$12,862.43
Tier 5 - 53% Discount	509	\$18,280.25
Tier 6 - 77% Discount	426	\$26,986.74
Total	2,441	\$68,491.61

(1) Additional data included per OCA request.

# Unitil Energy Systems, Inc.

## EAP Monthly Report

For the month of September 2019

### Attachment C

### Aging Report (1)

Residential					
	EAP			Total Residential	
Number of Accounts (Total) <sup>(1)</sup>	6,517			65,797	
Number of Accounts with outstanding AR <sup>(2)</sup>	3,332			60,422	
Total AR	\$		1,407,769.28	\$	10,332,612.27
Current	\$	189,032.33	13.43%	\$ 5,275,610.12	51.06%
Past Due 30-59 Days	\$	141,289.20	10.04%	\$ 1,460,640.65	14.14%
Past Due 60-89 Days	\$	97,398.52	6.92%	\$ 514,841.38	4.98%
Past Due 90+ Days	\$	980,049.23	69.62%	\$ 3,081,520.12	29.82%

[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.

[2] Counts reflect only customers which carry an account balance as of the report run date and is irrespective of account status.

**Unitil Energy Systems  
NH-LIEAP Supporting Documentation  
September 2019**

<b>Class</b>	<b>Billed kWh (b)</b>	<b>LI-EAP \$ Calculated [(b) * \$0.0015]</b>	<b>CIS LI-EAP Revenue Reported</b>	<b>Variance</b>
<b>D Total</b>	36,502,852.00	54,754.28	54,798.54	\$ (44.26)
<b>G1 Total</b>	26,550,095.00	39,825.14	39,825.18	\$ (0.04)
<b>G2 Total</b>	27,237,124.00	40,855.69	40,875.78	\$ (20.09)
<b>OL Total</b>	667,112.00	1,000.67	999.85	\$ 0.82
<b>LI-EAP kWh Billed</b>	90,957,183.00	\$ 136,435.77	\$ 136,499.35	\$ (63.58)
<b><sup>1</sup> Pre LI-EAP Adjustment</b>	0.00			
<b>Net kWh Billed</b>	90,957,183.00			

Note: (b) includes net metering kWh.

**Unitil Energy Systems, Inc.**  
**Incremental Administrative Costs Quarterly Report**

	Q1 October 1, 2018 through December 31, 2018	Q2 January 1, 2019 through March 31, 2019	Q3 April 1, 2019 through June 30, 2019	Q4 July 1, 2019 through September 30, 2019	Total Costs
<u>Administrative Costs - UES PY 2017 - 2018</u>					
Information Technology	\$ -	\$ -	\$ -	\$ -	\$ -
Program Administration	\$ -	\$ -	\$ -	\$ -	\$ -
Brochures	\$ -	\$ -	\$ 234.89	\$ -	\$ -
Training	\$ -	\$ -	\$ -	\$ -	\$ -
Legal	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -
Total EAP Administrative Costs	\$ -	\$ -	\$ 234.89	\$ -	\$ -
SBC Revenues Collected (including Interest on Reserve)				\$	1,762,853.81