



January 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 December 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 \$37,011.72;

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 December 31, 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 "C. Goulding", written over a horizontal line.

Christopher Goulding,  
Director, Rates and Revenue Requirements

Enclosures: Unitil EAP Monthly Report – December 2019

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

**For the month of December 2019**

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

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

	<b>December 2019</b>	
Retail Delivery KWHs	96,437,518	
Call-In Sales	-	
Company Sales (if not already excluded)	-	
Adjustments	-	
Adjusted Retail Delivery KWHs	96,437,518	
SBC Low Income EAP Rate	\$ 0.0015	(1)
SBC Low Income EAP Billed Amount	\$ 144,719.73	
Interest on Reserve (effective May 21, 2004)	\$ 92.51	(2)
10% Reserve (discontinued October 1, 2003)	\$ -	
Transfer of Utility Held Reserves to State Treasury	\$ -	
<b>Net SBC Low Income EAP Funding</b>	<b>\$ 144,812.24</b>	
<b>EAP Costs</b>		
Discounts Applied to Customers' Bills	\$ 87,738.27	
Payments to Community Action Programs	\$ 20,062.25	
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>\$ 107,800.52</b>	
<b>SBC Low Income EAP Balance</b>	<b>\$ 37,011.72</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 December 2019 is 1.90013%. Interest for the month of December 2019 is calculated as follows:  
 $0.0190013 \times (31/365) = 0.00161381$ ;  $0.00161381 \times \text{the average reserve balance for December 2019 of } \$57,322.59 = \$92.51$ .

# Unitil Energy Systems, Inc.

## EAP Monthly Report

### Attachment B

#### For the month of December 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	648	\$4,990.02
Tier 3 - 23% Discount	435	\$8,991.23
Tier 4 - 37% Discount	496	\$16,329.19
Tier 5 - 53% Discount	501	\$23,642.99
Tier 6 - 77% Discount	424	\$33,784.84
Total	2,504	\$87,738.27

(1) Additional data included per OCA request.

**Unitil Energy Systems, Inc.**  
**EAP Monthly Report**  
For the month of December 2019  
Attachment C  
Aging Report (1)

	<b>Residential</b>	
	<i>EAP</i>	<i>Total Residential</i>
Number of Accounts (Total) <sup>(1)</sup>	6,736	65,427
Number of Accounts with outstanding AR <sup>(2)</sup>	3,410	58,651
Total AR	\$ 865,915.08	\$ 8,925,178.25
Current	\$ 260,414.79      30.07%	\$ 6,053,338.36      67.82%
Past Due 30-59 Days	\$ 108,777.80      12.56%	\$ 942,030.42      10.55%
Past Due 60-89 Days	\$ 79,587.16      9.19%	\$ 505,930.03      5.67%
Past Due 90+ Days	\$ 417,135.33      48.17%	\$ 1,423,879.44      15.95%

[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  
December 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>	42,532,207.00	63,798.31	63,864.03	\$ (65.72)
<b>G1 Total</b>	25,883,060.00	38,824.59	38,824.62	\$ (0.03)
<b>G2 Total</b>	27,362,521.00	41,043.78	41,045.10	\$ (1.32)
<b>OL Total</b>	659,730.00	989.60	985.98	\$ 3.62
<b>LI-EAP kWh Billed</b>	96,437,518.00	\$ 144,656.28	\$ 144,719.73	\$ (63.45)
<b><sup>1</sup> Pre LI-EAP Adjustment</b>	0.00			
<b>Net kWh Billed</b>	96,437,518.00			

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	Total Costs
Information Technology	\$ -	\$ -
Program Administration	\$ -	\$ -
Brochures	\$ -	\$ -
Training	\$ -	\$ -
Legal	\$ -	\$ -
Other	\$ -	\$ -
Total EAP Administrative Costs	\$ -	\$ -
SBC Revenues Collected (including Interest on Reserve)	\$	409,924.04