

**PUBLIC SERVICE COMMISSION OF THE DISTRICT OF COLUMBIA
1325 G STREET, N.W., SUITE 800
WASHINGTON, D.C. 20005**

PUBLIC NOTICE

December 2, 2020

FORMAL CASE NO. 1125, IN THE MATTER OF THE PROMOTION OF THE UTILITY DISCOUNT PROGRAMS,

1. The Public Service Commission of the District of Columbia (“Commission”) hereby gives notice that on November 30, 2020, the Department of Energy and Environment (“DOEE”) filed its invoices for DOEE’s Utility Discount Program (“UDP”) administrative expenses and costs for the Consumer Education Program (“CEP”) for the Fourth Quarter of Fiscal Year 2020 (“Fourth Quarter FY 2020”).¹

2. In Fiscal Year 2020 (“FY 2020”), DOEE is the administrator for three of the four low-income UDPs² as well as the CEP.³ As such, it performed administrative functions that are to be reimbursed by Washington Gas Light Company (“WGL”), the Potomac Electric Power Company (“Pepco”), and the District of Columbia Water and Sewer Authority (“DC Water”); and incurred CEP costs that are to be reimbursed by WGL, Pepco, DC Water, and the District of Columbia Universal Service Trust Fund (“DC USTF”). In Order No. 17246, the Commission approved a process for DOEE to request reimbursement for its expenses, which includes issuing a public notice when invoices are filed with the Commission to obtain public comment on these invoices.⁴

3. In its Fourth Quarter FY 2020 Invoices, DOEE includes information on Fourth Quarter advertising. DOEE represents that it increased advertisements in the Fourth Quarter FY 2020, to coincide with the annual recertification mailing. DOEE indicates that Fourth Quarter FY 2020 advertising totaled \$38,175.65. DOEE indicates that it spent \$97,731.50 of the \$100,000 budgeted for the CEP in FY 2020. Since DOEE could not verify advertisements by one of its

¹ *Formal Case No. 1125, In the Matter of the Promotion of the Utility Discount Programs*, Department of Energy and Environment’s Third Quarter Invoices for FY 2020 (“DOEE Fourth Quarter FY 2020 Invoices”), filed November 30, 2020.

² The four UDPs in the District of Columbia are: Customer Assistance Program (“CAP”) for water customers; Lifeline, for telephone customers; Residential Aid Discount (“RAD”) for electric customers; and Residential Essential Service (“RES”) for gas customers.

³ The Commission notes that as of October 1, 2013, DOEE is no longer performing administrative functions for the Lifeline service program, but remains the administrator of the RES, RAD, and CAP programs.

⁴ *Formal Case No. 813, In the Matter of the Application of Potomac Electric Power Company for an Increase in its Retail Rates for the Sale of Electrical Energy and Formal Case No. 988, In the Matter of the Development of Universal Service Standards and the Universal Service Trust Fund for the District of Columbia*, Order No. 17246, rel. September 19, 2013.

vendors, DOEE rejected invoices of \$2,266.25 from that vendor and did not recommend the use of that vendor in FY 2021. DOEE represents that it sent 17,000 recertification applications in mid-September, with 785 applications being returned in September 2020, and more than 2,900 applications being returned in October 2020.⁵

4. DOEE indicates that its personnel expenses for the Fourth Quarter 2020 were \$199,816.20: \$144,216.19 for personnel, \$12,840 for IT contracted staffing support, \$17,160 for the annual mailing, and \$25,600.01 for database maintenance.⁶ DOEE notes that its IT staffing support was provided by a contractor instead of an employee. DOEE represents that it did not exceed the budgeted amounts in its personnel and contractual services line items. DOEE represents that its database maintenance line item exceeds the budget by one penny.⁷

5. For FY 2020, DOEE represents that its administrative expenditures totaled \$559,464.41 including: \$433,729.49 and \$69,501.31 in the personnel budget line for UDP and CEP administration respectively; \$12,840 for an IT contractor; and \$25,600 for database maintenance. The cost for the annual notice mailing is reflected in the contractual services budget line for \$17,160 and the translation of the UDP flyer in the printing line for \$633.60. CEP expenditures totaled \$97,731.50.⁸ DOEE's total UDP administrative and CEP expenditures were \$657,195.91 in FY 2020.⁹

6. DOEE also includes the invoices for the Fourth Quarter FY 2020 and several tables that provide details on the expenses incurred by DOEE in Fourth Quarter FY 2020. The first table is the UDP administrative budget summary, which breaks down UDP expenditures by line item.¹⁰ DOEE's next table breaks down the expenses for the CEP, itemizing the amounts spent on the various outreach programs.¹¹ The third table provides details regarding the expenses incurred for the UDP administrative budget.¹² The next four pages are the separate invoices for the Fourth Quarter FY 2020 for the DC USTF, Pepco, WGL, and DC Water, itemizing the expenses.¹³

7. All persons interested in commenting on DOEE's Fourth Quarter FY 2020 Invoices may submit written comments and reply comments not later than 10 and 20 days, respectively,

⁵ DOEE Fourth Quarter FY 2020 Invoices at 1.

⁶ DOEE Fourth Quarter FY 2020 Invoices at 2.

⁷ DOEE Fourth Quarter FY 2020 Invoices at 2.

⁸ DOEE Fourth Quarter FY 2020 Invoices at 2.

⁹ DOEE Fourth Quarter FY 2020 Invoices at 3.

¹⁰ DOEE Fourth Quarter FY 2020 Invoices, Attachment at 1. The Commission notes that the tables are not paginated, so the page numbers are the Commission's additions.

¹¹ DOEE Fourth Quarter FY 2020 Invoices, Attachment at 2.

¹² DOEE Fourth Quarter FY 2020 Invoices, Attachment at 3.

¹³ DOEE Fourth Quarter FY 2020 Invoices, Attachment at 4-7.

after the Commission's issuance of this Notice. Comments are to be addressed to Brinda Westbrook-Sedgwick, Commission Secretary, Public Service Commission of the District of Columbia, 1325 G Street, N.W., Suite 800, Washington, D.C. 20005 and submitted electronically on the Commission's website at https://edocket.dcpssc.org/public/public_comments. Copies of DOEE's Fourth Quarter FY 2020 Invoices may be obtained by visiting the Commission's website at www.dcpssc.org. Once at the website, open the "eDocket" tab, click on "search database" and input "FC 1125" as the case number and "395" as the item number. Copies of DOEE's Fourth Quarter FY 2020 Invoices may also be purchased, at cost, by contacting the Commission Secretary at (202) 626-5150 or psc-commissionsecretary@dc.gov.