

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

**PUBLIC NOTICE**

**December 11, 2019**

**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 27, 2019, 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 2019 (“Fourth Quarter FY 2019”).<sup>1</sup>

2. In Fiscal Year 2019 (“FY 2019”), DOEE is the administrator for three of the four low-income UDPs<sup>2</sup> as well as the CEP.<sup>3</sup> 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.<sup>4</sup>

3. In its Fourth Quarter FY 2019 Invoices, DOEE includes information on Fourth Quarter advertising. DOEE represents that advertising increased during the Fourth Quarter to support the mailing of the recertification notices. DOEE indicates that Fourth Quarter FY 2019 advertising totaled \$53,683.93, bringing the total spent to \$98,820.69. During August, DOEE sent 16,546 letters to FY 2019 UDP customers to remind them of the October 1, 2019

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<sup>1</sup> *Formal Case No. 1125, In the Matter of the Promotion of the Utility Discount Programs*, Department of Energy and Environment’s Fourth Quarter Invoices for FY 2019 (“DOEE Fourth Quarter FY 2019 Invoices”), filed November 27, 2019.

<sup>2</sup> The four UDPs in the District of Columbia are the 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.

<sup>3</sup> 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.

<sup>4</sup> *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.

recertification deadline. As of September 30, 2019, DOEE had received 4,000 responses. For the Fourth Quarter FY 2019 Invoices, DOEE performed its annual true-up of the administrative expenses. DOEE represents that the total administrative expenses were \$501,844.47, including \$469,521.44 for personnel, \$20,344.50 for database maintenance, \$629.91 for supplies, \$945 for postage, \$7,763.94 for printing, and \$2,640 for contractual services.<sup>5</sup>

4. DOEE also includes the invoices for the Fourth Quarter FY 2019 and several tables that provide details on the expenses incurred by DOEE in Fourth Quarter FY 2019. The first table is the UDP administrative budget summary, which breaks down UDP expenditures by line item.<sup>6</sup> DOEE's next table breaks down the expenses for the CEP, itemizing the amounts spent on the various outreach programs.<sup>7</sup> The third table provides detail regarding the expenses incurred for the UDP administrative budget.<sup>8</sup> The next four pages are the separate invoices for the Fourth Quarter FY 2019 for the DC USTF, Pepco, WGL, and DC Water, itemizing the expenses.<sup>9</sup>

5. All persons interested in commenting on the DOEE Fourth Quarter FY 2019 Invoices may submit written comments and reply comments not later than 10 and 20 days, respectively, 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. Copies of DOEE's Fourth Quarter FY 2019 Invoices may be obtained by visiting the Commission's website at [www.dcpssc.org](http://www.dcpssc.org). Once at the website, open the "eDocket" tab, click on "search database" and input "FC 1125" as the case number and "338" as the item number. Copies of DOEE's Fourth Quarter FY 2019 Invoices may also be purchased, at cost, by contacting the Commission Secretary at (202) 626-5150 or PSC-CommissionSecretary@dc.gov.

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<sup>5</sup> DOEE Fourth Quarter FY 2019 Invoices at 2.

<sup>6</sup> DOEE Fourth Quarter FY 2019 Invoices, Attachment at 1. The Commission notes that the tables are not paginated, so the page numbers are the Commission's additions.

<sup>7</sup> DOEE Fourth Quarter FY 2019 Invoices, Attachment at 2.

<sup>8</sup> DOEE Fourth Quarter FY 2019 Invoices, Attachment at 3.

<sup>9</sup> DOEE Fourth Quarter FY 2019 Invoices, Attachment at 4-7.