

## Attachment A

### LEAP Emergency Financial Assistance Information to be Reported by Licensed Rate Regulated Electricity Distributors

A distributor shall provide in the form and manner required by the Board, annually, by March 31, the following information related to the provision of Low-Income Energy Assistance Program (LEAP) emergency financial assistance in the preceding calendar year:

- a) LEAP funds, in total and broken down as follows:
  - i. funds provided by the distributor to its social agency partner(s) for LEAP emergency financial assistance; and
  - ii. funds received by the distributor's social agency partner(s) from non-distributor sources (i.e. donations) that were earmarked for, and used to top up, the LEAP emergency financial assistance funds.

Funds received by the distributor from a third party or from the distributor's shareholder(s) (i.e., not funded from distribution revenues) as a donation and then provided by the distributor to its social agency partner(s) shall be reported under item (ii).

Funds received under the terms of the settlement of the class action proceeding regarding late payment penalties should not be included in any of the above.

- b) LEAP funds disbursed, in total and broken down as follows:
  - i. money allocated for agency administration and program delivery;
  - ii. grants provided to the distributor's customers; and
  - iii. grants provided to customers of licensed unit sub-metering providers operating in the distributor's service area, including the distributor if licensed as such.
- c) The month in which LEAP funds were depleted.
- d) Number of applicants for LEAP emergency financial assistance, in total and broken down as follows:
  - i. applicants that were the distributor's customers; and
  - ii. applicants that were customers of licensed unit sub-metering providers operating in the distributor's service area, including the distributor if licensed as such.

- e) Number of LEAP emergency financial assistance applicants assisted, in total and broken down as follows:
  - i. applicants who were approved for and received assistance that were customers of the distributor; and
  - ii. applicants who were approved for and received assistance that were customers of unit sub-metering providers operating in the distributor's service area, including the distributor if licensed as such.
  
- f) Number of LEAP emergency financial assistance applicants denied, in total and broken down as follows:
  - i. applicants that were customers of the distributor and that applied for assistance but were not approved; and
  - ii. applicants that were customers of unit sub-metering providers operating in the distributor's service area, including the distributor if licensed as such, and that applied for assistance but were not approved.
  
- g) Average grant per accepted applicant assisted, as follows:
  - i. average grant amount allocated per applicant, for applicants that were customers of the distributor;
  - ii. average grant amount allocated per applicant, for applicants that were customers of unit sub-metering providers operating in the distributor's service area; including the distributor if licensed as such; and
  - iii. average grant amount allocated per applicant, measured across customers referred to in both (i) and (ii).
  
- h) Confirmation that the distributor's social agency partner(s) has/have adhered to the processes and requirements set out in the LEAP Emergency Financial Assistance Program Manual.