



BY E-MAIL AND WEB POSTING

October 2, 2012

**To: All Licensed Electricity Distributors
All Natural Gas Distributors
All Participants in Consultation Process EB-2008-0150**

Re: LEAP EFA Monthly Monitoring Reporting

In April 2011, distributors filed LEAP Emergency Financial Assistance ("EFA") Monthly Monitoring data, as per Appendix C.3 of the LEAP EFA Program Manual. This monthly monitoring data was collected by distributors' social agency partners throughout the year and tracked certain demographic information about LEAP EFA applicants.

The Board found the results of the Monthly Monitoring demographic information beneficial for the program evaluation of LEAP EFA, and expects distributors to continue to report this information on an annual basis.

To facilitate this process, and at the advice of the Financial Assistance Working Group, the Board is now providing the attached LEAP EFA Monthly Monitoring Excel template for use by social agencies. The Board expects distributors to share this Excel template with their social agency partner(s).

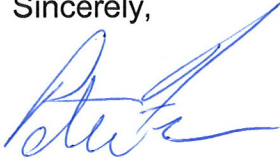
This Excel template replaces the PDF version that was issued in February 2011. For 2012 LEAP EFA reporting, distributors and their agency partner(s) may choose which format they wish to file their Monthly Monitoring data with to the Board:

1. PDF template for the entire year;
2. Excel template for the entire year; or
3. PDF template for the part of the year, and Excel template for the remainder of the year.

For 2013 reporting, distributors are asked to only file the Excel template.

Social agencies are expected to complete and return a Monthly Monitoring template to their distributor partner by March 31, 2013. Distributors are then asked to file this information with the Conservation and Reporting Group via email at leapmonthly@ontarioenergyboard.ca by April 30, 2013.

Sincerely,



Peter Fraser
Managing Director, Regulatory Policy

Attachment A: LEAP Monthly Monitoring Excel Template