

**SCHEDULE 303
WASHINGTON ENERGY ASSISTANCE FUND (WEAF) PROGRAM**

AVAILABILITY

To residential customers served on Schedule 503, household members of a dwelling served on Schedule 503, and applicants for residential service who will use a WEAf grant to establish service within no more than five business days. An applicant for service under this Schedule must demonstrate his/her household income is less than or equal to 200% of federal poverty guidelines.

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PROGRAM YEAR

The program year is October 1 through September 30.

PROGRAM ADMINISTRATION

The program will be administered and delivered through designated agencies (Agencies) that meet the following criteria:

- 1) An Agency is an organization that administers Low Income Home Assistance Program (LIHEAP) funds to Cascade’s customers. While not exhaustive of all potential Agencies, the list below includes all community action agencies currently administering LIHEAP and WEAf to Cascade customers:

Qualifying Organization
Blue Mountain Action Council
Chelan-Douglas Community Action Council
Coastal Community Action Council
Community Action Connections
Community Action Council of Lewis, Mason & Thurston Counties
Community Action of Skagit County
Kitsap Community Resources
Lower Columbia Community Action Program
Northwest Community Action Program
Opportunities Industrialization Center of WA
Opportunity Council
Snohomish County Human Services Department

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- 2) The Company has determined the Agency is capable of meeting performance obligations under this program. The Company may evaluate this annually based on various factors including past performance; and

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By: 

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Director, Regulatory Affairs

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PROGRAM ADMINISTRATION (continued)

- 3) The Agency has executed a contract with the Company establishing roles and responsibilities consistent with this Schedule. Failure to comply with requirements in the contract may result in termination from the role of program administrator.

WEAF FUNDING

Eligible WEAF customers may receive a WEAF grant or grants totaling no more than \$500 WEAF per household per program year.

In no instance will the Company accept a WEAF grant or grants when the customer's account has an existing credit equal to or greater than \$300 where that credit is solely from a charitable grant or grants such as WEAF, LIHEAP, and Winter Help.

A qualifying customer who has received a WEAF grant who moves and re-establishes service within the Company's Washington service territory within ten business days may have the credit balance from the grant(s) transferred to the account for the new service address.

In no instance shall WEAF grants or credits on an account attributed to a WEAF grant be paid in cash to a customer or any other household member.

ADMINISTRATION FEES

The Company will pay Agencies an administrative fee of \$75 per household qualified for a WEAF grant. One fee per household will be paid per program year.

PROGRAM COSTS

Program costs will be collected through Schedule 593. The Schedule 593 rate will be set annually to ensure collections for the program year budget plus any unspent funding from the prior year are no more than the amount listed below:

Program Year	Program Budget	Soft Cap
2017-2018	\$1,265,000	\$1,320,000
2018-2019	\$1,329,400	\$1,387,200
2019-2020	\$1,397,250	\$1,458,000
2020-2021	\$1,467,400	\$1,531,200

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ANNUAL REPORTING

By January 15, the Company will file with the Commission an annual report on WEAF program performance that will detail total dollars spent, dollars awarded to customers, dollars spent on delivery Agencies' administrative costs, number of households served per Agency, average award per household per Agency, and program dollars spent on marketing that is done by the Company or the Agencies. The report will also include a discussion on how the program's performance compares to prior years.

ADVISORY GROUP

An Advisory Group comprised of key stakeholders including Public Counsel, Commission Staff, the Energy Project, Cascade Staff, and representatives from the Community Action Agencies shall discuss and advise the Company on program related matters such as the evaluation of the program's performance, ongoing administrative concerns, the annual program budget and potential alternative program designs. The advisory group will meet via teleconference or in person no less than twice yearly. The advisory group may provide guidance and suggestions, but their input does not preclude the Company from submitting proposals or tariff changes to the Commission that do not have the support of the advisory group or a majority of its participants.

GENERAL TERMS

Service under this schedule is governed by the terms of this schedule, the Rules contained in this Tariff, any other schedules that by their terms or by the terms of this schedule apply to service under this schedule, and by all rules and regulations prescribed by regulatory authorities, as amended from time to time.

TEMPORARY ECONOMIC ASSISTANCE

The Hardship Economic Assistance Receivable Temporary (HEART) grant is a one-time benefit for customers experiencing financial hardship due to the 2019 novel coronavirus (COVID-19) pandemic and its corresponding induced global economic recession. A customer verbally expressing difficulty is eligible to receive assistance to render their account current up to \$200 maximum. A customer providing visual proof for either unemployment verification by ESD's eService confirmation email, ESD's unemployment claim determination letter, or an employer letter stating furloughs, reduced hours, or diminished income, or those who are self-employed provide IRS Form 1099 with self-certification stating hardship related to COVID-19 is eligible for assistance to render their account current up to \$400 maximum. At the discretion of Agencies that obtain customer account history information, the HEART grant may result in a credit if the Agency deems such circumstances are warranted.

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TEMPORARY ECONOMIC ASSISTANCE (continued)

Assistance received under the HEART grant will not count against a WEAF recipient's \$500 WEAF maximum award per household per program year. WEAF eligibility verification requirements mimic the LIHEAP emergency modifications, where applicable. The HEART grant is a temporary assistance benefit that will expire after September 30, 2020.

TEMPORARY ECONOMIC ASSISTANCE ADMIN FEE

Community Action agencies will earn \$25 per qualifying household for a HEART grant. The program's simplicity is the determining factor in the fee amount. HEART grants and traditional WEAF grants may be submitted at the same time. When submitted at the same time, CAAs will earn \$25 for the qualifying HEART grant and \$75 for the qualifying traditional WEAF grant.

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