

CAPP Utility Closeout Report Template Fields

Field Name	Definition	Source
Utility Applicant Name	Name of utility applicant	Manual entry by user or auto populate by system
Date	Date of closeout report submission	Manual entry by user or auto populate by system
Total CAPP Allocation Award	The total amount of CAPP funds awarded to utility company	Auto populated by system
Total CAPP Allocation Requested	The total amount of CAPP funds requested by the utility company and approved by CSD during the CAPP Application process	Auto populated by system
Total CAPP Funds Disbursed directly by Utility Applicant.	<p>The total amount of CAPP funds disbursed directly to customer accounts by Utility Applicant.</p> <p>(This does not include CAPP Allocation funds transferred to CCAs or DAE LSEs for disbursement to inactive residential or commercial customer accounts)</p>	Derived from Utility Applicant's data file submission
<p>Check box field for user to confirm CAPP Allocation Transfer of funds to CCAs and / or DAE LSEs.</p> <p>Yes/No - CAPP Allocation transfer to CCA and / or DAE LSE partners</p>	This field is to prompt the Utility Applicant to confirm whether CAPP funds were transferred to a CCA and / or DAE LSE partner for disbursement.	Manual entry by Utility Applicant. Selection of "yes" should prompt user to provide total amount of CAPP funds transferred to CCA and / or DAE LSE electronic data file. Entry of "No" triggers nothing.
<p>Has the Utility Applicant provided an Electronic File Submission of CCA and / or DAE LSE data?</p> <p>(yes/no)</p>	This field is to prompt the user to confirm that a electronic file reflecting utility customer account beneficiaries from CAPP Allocation Transfer fund benefits was uploaded.	Entry of "yes" allows the user to continue with completing the disbursement section Entry of "no" instructs user that a file upload is needed and not to proceed

Field Name	Definition	Source
Total CAPP Funds disbursed by Utility Applicant through CAPP Allocation Transfer	The total amount of CAPP funds transferred by the Utility Applicant through the CAPP Allocation Transfer process - These funds are provided to CCAs and DAE LSEs for direct disbursement inactive residential or commercial customer accounts	Derived from Utility Applicant's data file submission
<p>Total CAPP Funds Disbursed by each CCA and / or DAE LSE Partners.</p> <p>Note: This only applies to SDG&E, SoCAL Edison, and PG&E</p>	<p>The total amount of CAPP funds disbursed by each CCA and / or DAE LSE customer accounts</p> <p>This field will need to support multiple entries as a Utility Applicant may have more than one CCA and / or DAE LSE disbursing CAPP benefits to customer accounts.</p> <p>This field should also capture total CAPP disbursements made to inactive residential customers (Priority Group III customers) and inactive commercial customers (Priority Group IV) customers.</p>	<p>Derived from CCA and / or DAE LSE data file submission</p> <p>Note: SDG&E, SoCAL Edison, and PG&E may need to submit multiple data files: 1) capturing CAPP benefit disbursements made by the IOU; and 2) separate files capturing CAPP benefit disbursements made by each CCA or DAE LSE partner (where applicable)</p>
Total CAPP Fund Disbursement (All entities)	Captures the total amount of IOU CAPP Allocation disbursed to eligible customers in the form of CAPP benefits. Represents the sum total of the following fields: 1) CAPP Funds Disbursed by Utility Applicant; 2) CAPP Funds Disbursed by CCA partners; and CAPP Funds Disbursed by DAE LSE partners	Calculation field

Field Name	Definition	Source
Total Unspent CAPP Funds	<p>The Amount of Total CAPP Allocation Requested remaining after disbursement to customer accounts.</p> <p>Note: CSD will need to provide instruction on how to remit payment for unspent funds.</p>	<p>Calculated value (difference between CAPP Allocation Requested and funds disbursed to IOU, Public or Electric Cooperative utilities to customer accounts)</p> <p>For IOUs with CCAs and DAE LSEs, amounts disbursed to these customer accounts must also be subtracted from total CAPP Allocation Requested</p>
Total Utility Customers Receiving CAPP Assistance	Total number of customer accounts receiving CAPP Assistance	Derived from data file submission - Includes all customer accounts inclusive of customer accounts identified as low-income, plus customer accounts benefited by CCA and DAE LSE partners.
Total Low-Income Utility Customer Accounts Receiving CAPP Assistance	Total number of identified low-income customers receiving CAPP Assistance	Derived from data file submission - Includes <u>only</u> customer accounts identified as low-income
Percentage of Low-Income Customers Benefitting from CAPP Customer Account Credits	Percentage of customers receiving CAPP benefits that are defined as low-income by the Utility Applicant	Calculation Field
Name of Utility Company Representative Submitting Report	First and Last Name of individual completing and submitting close-out report	User entry
Signature Date - Submitting Utility Company Representative	Date Utility Company Representative signs and submits the close-out report	User entry
Name of Authorized Representative of the utility company signing the close-out attestation	First and Last Name of the Authorized Representative signing close-out report attestation	User entry
Signature Date - Authorized Representative	Date Authorized Representative signed the Close-out report Attestation	User entry
Attestation Submission	Certification by Authorized Utility Company Rep that data submission and information reflected on closeout report is true and correct.	Uploaded Document - (assuming it will be uploaded similar to attestation of utility survey and CAPP Application)