

Released: September 9, 2022

CALIFORNIA DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT

2022 CALIFORNIA ARREARAGE PAYMENT PROGRAM (2022 CAPP)

2022 CAPP PROGRAM NOTICE NO. 02

The purpose of this official correspondence is to provide implementation information and guidance to state energy utility service providers regarding the 2022 California Arrearage Payment Program (2022 CAPP) administered by the Department of Community Services and Development (CSD).

2022 CAPP PROGRAM NOTICE NO. 02

TO: ALL ENERGY UTILITY COMPANIES

SUBJECT: 2022 CALIFORNIA ARREARAGE PAYMENT PROGRAM
(2022 CAPP) PAYEE DATA RECORD (STD 204) AND
PAYEE DATA RECORD SUPPLEMENT (STD 205)
REQUIREMENT

DATE: September 9, 2022

REFERENCE: [Government Code Section 16429.10](#)
[Assembly Bill 205 \(Chapter 61, Statutes of 2022\)](#)

The purpose of this 2022 CAPP Program Notice No. 02 (22CAPP-PN-02) is to notify eligible Utility Applicants that the Department of Community Services and Development (CSD) will require submission of a Payee Data Record (STD 204) form and/or Payee Data Record Supplement (STD 205) form prior to approving a Utility Applicant's application request for 2022 California Arrearage Payment Program (2022 CAPP) funding.

The STD 204 form is required for all payees (governmental and non-governmental entities and individuals) entering into a transaction that may lead to a payment from the state. The form collects legal payee information such as name, business name, mailing address, entity type, tax identification number, residency status, and signatures of authorized individuals. The STD 205 form is a supplemental form and is only needed if the remittance address for receiving payment of the 2022 CAPP allocation award differs from the legal mailing address provided on the STD 204 form.

Energy Utilities participating in 2021 CAPP submitted an STD 204 form, which CSD used to remit payment of 2021 CAPP allocation awards to Utility Applicants. In instances where a 2021 CAPP Utility Applicant indicated the preference to utilize a remittance address different from the legal mailing address on the STD 204 form, the Utility Applicant was required to submit an STD 205 form to establish an alternate remittance address.

Conditions for Submission

Energy Utilities that did not participate in the 2021 CAPP program must complete and submit an STD 204 form by October 15, 2022, in order to receive a 2022 CAPP allocation award. Please note that for Energy Utilities that participated in 2021 CAPP, whose remittance address for receiving 2022 CAPP funds remains the same, CSD will continue to utilize the STD 204 or STD 205 form on file. However, Energy Utilities that participated in 2021 CAPP who wish to use a remittance address different than the mailing address used for 2021 CAPP will need to submit an STD 205 form to CSD.

Please refer to the table below to determine which payee forms, if any, your Energy Utility is required to submit to participate in 2022 CAPP.

Scenario:	Document to Submit:
Your Energy Utility <u>did not</u> participate in 2021 CAPP, and your remittance address is the same as your legal address.	STD 204
Your Energy Utility <u>did not</u> participate in 2021 CAPP, and your remittance address is different than your legal address.	STD 204 and 205
Your Energy Utility <u>did</u> participate in 2021 CAPP, and neither your legal address nor remittance address has changed since December 2021.	Nothing to submit.
Your Energy Utility <u>did</u> participate in 2021 CAPP, and your legal address has changed since December 2021.	STD 204
Your Energy Utility <u>did</u> participate in 2021 CAPP, and your remittance address has changed since December 2021. Note: If your remittance address changes back to the legal address indicated on your STD 204, a new STD 204 must be submitted.	STD 205

Payee Data Record Submission Process

A link to download the [STD 204 Payee Data Record](#) and [STD 205 Payee Data Record Supplement](#) is available on the CSD [2022 California Arrearage Payment Program website](#) under [Resources](#). Please use the links to access the form(s) needed, complete and submit them to CSD at financialservices@csd.ca.gov.

IMPORTANT: To allow CSD sufficient time to process your Energy Utility’s STD 204 and/or STD 205 form, please email the appropriate form(s) to financialservices@csd.ca.gov by the close of business on October 15, 2022.

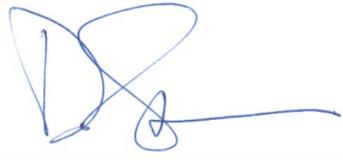
Failure to submit the STD 204 and/or STD 205 form by the due date may delay the approval of your Energy Utility’s 2022 CAPP Application.

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All 22CAPP-PNs, along with release dates of crucial 2022 CAPP implementation phases and Energy Utility responses, are posted on CSD's public-facing [website](#).

If you have questions or need additional guidance regarding 2022 CAPP, please contact CSD at CAPP@csd.ca.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "David Scribner", with a long horizontal flourish extending to the right.

DAVID SCRIBNER, ESQ.
Director