



Share Program Guidelines

Amended August 12, 2025

The SHARE Program is meant to help BPUB residential customers who need aid with their BPUB utility bill and whose household income is no more than 125 percent of the federal poverty guidelines and is subject to funding allocations.

Limitations

- Arrears: Customer cannot be past due more than 2 months on their account
- Bill Due Date: Customers can only be assisted on bill that is due
- Assistance is limited to one-time per year, as of the last day assisted.
- Assistance is capped at the amount of the bill, not to exceed \$200.
- Cannot be awarded in the same month when the applicant is receiving other assistance funds.
- Assistance may be applied to electric, water, and wastewater only.

When you go to your appointment you must take the following documents with you:

- Utility Bill
- Proof of income last 30 days
- Declaration of income statement (if no income for household)

Definitions

- 1) A "low-income" customer is an individual who is a residential customer (1) whose household income is not more than 125 percent of the federal poverty guidelines. Proof of income from the last 30 days, or Declaration of income statement for those households without income are required to confirm eligibility.
- 2) A "residential customer" is the individual whose name is on the utility bill as the customer of record for his/her principal residence, i.e., occupying the entire premises, and who is billed for services by BPUB under residential rates at that location.

Disconnection to Bill Assistance Grantees. BPUB will not terminate service to a delinquent residential customer who meets the low-income customer for a billing period in which the customer has applied for and has been granted energy assistance funds, including funds from Project SHARE, if an agency administering those funds has notified BPUB prior to the date of disconnection of approval of an award sufficient to cover the bill, or a portion thereof, so that the customer can successfully enter into a deferred payment plan or pay the difference for the balance. BPUB is not liable if an agency has not notified BPUB in time to avoid disconnection.

Third-Party Administration. BPUB staff may arrange for and contract with a third-party administrator to interview and process applications authorized under this Program.

Annual Reporting Required. BPUB staff will report annually as to the use of allocated funds of the Program and any recommendations to improve or discontinue the Program.