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## Monthly Reports

### General Principle

The administering authority is required to complete and submit the monthly *Social Development Financial and Statistical Report - SDFSR (SA-700)*. For more information see the *First Nations National Reporting Guide*.

### Procedures

The Social Support section on the *Social Development Financial and Statistical Report - SDFSR (SA-700)* form is where homemaker services are reported.

The form requires the following information:

- the number of individuals who received services in each category during the month;
- the number of hours of care provided in each category during the month; and
- the total expenditures for each category during the month for services provided.

The categories are:

- homemakers;
- meal program;
- adult day program; and
- other programs.

See Chapter 1.7 Vol. 2, Other Support Services for examples of other services which the administering authority may wish to offer.

