



## INCOME ASSISTANCE REPORT

### Privacy Statement

This statement outlines the purposes for the collection and use of personal information. Only information needed to respond to program requirements will be requested. Collection, use, and disclosure of personal information are in accordance with the [Privacy Act](https://laws-lois.justice.gc.ca/eng/acts/P-21/index.html) (https://laws-lois.justice.gc.ca/eng/acts/P-21/index.html). In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the *Privacy Act*. The authority to collect and use personal information for the Income Assistance Sub-Program within Social Development is derived from [OIC 2017-1464](#), as well as from annual *Appropriation Acts* granting authority to the Government to spend funds on programs. We will use personal information for administrating, assessing and determining eligibility for the program to which you are applying and for reporting aggregated program results. We may share the personal information you provide us with as outlined under AANDC PPU 240, detailed at [Info Source](https://www.sac-isc.gc.ca/eng/1353081939455) (https://www.sac-isc.gc.ca/eng/1353081939455). The information collected will be retained for a period of five years, then transferred to Library and Archives Canada. As stated in the *Privacy Act*, you have the right to access the personal information you give us and request changes to incorrect information. Contact your [Regional Office](http://www.aadnc-aandc.gc.ca/eng/1100100016936/1100100016940) (http://www.aadnc-aandc.gc.ca/eng/1100100016936/1100100016940) to notify us about incorrect information or contact the Public Enquiries Contact Centre by phone at 1-800-567-9604 for general enquiries. For more information on privacy issues and the *Privacy Act* in general, you can consult the Privacy Commissioner at 1-800-282-1376.

### Identification

1. Recipient Name		2. Recipient Number	
3. Reporting Period		4. Region	



**Section 1: Clients and Dependants**

**5. Clients and Dependants by family composition, age, sex and educational attainment**  
(including clients/dependants in active measures and pre-employment supports)

			Single(s)	Single(s) with child(ren)		Couple(s)		Couple(s) with child(ren)		Total
Age	Education	Sex	Client	Client	Dependant	Client	Dependant	Client	Dependant	
0-5		male								
		female								
6-15		male								
		female								
16-17	Did not complete secondary (high) school diploma	male								
		female								
	Secondary (high) school diploma or equivalent	male								
		female								
	Post-secondary, apprenticeship or trades certificate, diploma or degree from a college/CEGEP or university	male								
		female								
18-24	Did not complete secondary (high) school diploma	male								
		female								
	Secondary (high) school diploma or equivalent	male								
		female								
	Post-secondary, apprenticeship or trades certificate, diploma or degree from a college/CEGEP or university	male								
		female								
25-34	Did not complete secondary (high) school diploma	male								
		female								
	Secondary (high) school diploma or equivalent	male								
		female								
	Post-secondary, apprenticeship or trades certificate, diploma or degree from a college/CEGEP or university	male								
		female								
35-44	Did not complete secondary (high) school diploma	male								
		female								
	Secondary (high) school diploma or equivalent	male								
		female								
	Post-secondary, apprenticeship or trades certificate, diploma or degree from a college/CEGEP or university	male								
		female								
45-64	Did not complete secondary (high) school diploma	male								
		female								
	Secondary (high) school diploma or equivalent	male								
		female								
	Post-secondary, apprenticeship or trades certificate, diploma or degree from a college/CEGEP or university	male								
		female								
65+	Did not complete secondary (high) school diploma	male								
		female								
	Secondary (high) school diploma or equivalent	male								
		female								
	Post-secondary, apprenticeship or trades certificate, diploma or degree from a college/CEGEP or university	male								
		female								
<b>Total</b>										



**6. Clients and dependants (16+) who meet the employability criteria (expected to work), by family composition, age and sex**  
(including clients/dependants in active measures and pre-employment supports)

		Single(s)	Single(s) with child(ren)		Couple(s)		Couple(s) with child(ren)		Total
Age	Sex	Client	Client	Dependant	Client	Dependant	Client	Dependant	
16-17	male								
	female								
18-24	male								
	female								
25-34	male								
	female								
35-44	male								
	female								
45-64	male								
	female								
65 +	male								
	female								
<b>Total</b>									

**7. Clients and dependants (16+) who participated in active measures and pre-employment supports, by family composition, age and sex**

		Single(s)	Single(s) with child(ren)		Couple(s)		Couple(s) with child(ren)		Total
Age	Sex	Client	Client	Dependant	Client	Dependant	Client	Dependant	
16-17	male								
	female								
18-24	male								
	female								
25-34	male								
	female								
35-44	male								
	female								
45-64	male								
	female								
65 +	male								
	female								
<b>Total</b>									



**8. Clients and dependants (16+) who exited to employment or education, by family composition, age and sex**  
(including clients/dependants in active measures and pre-employment supports)

Age	Exits	Sex	Single(s)	Single(s) with child(ren)		Couple(s)		Couple(s) with child(ren)		Total
			Client	Client	Dependant	Client	Dependant	Client	Dependant	
16-17	Exited to employment	male								
		female								
	Exited to education	male								
		female								
	Other reasons	male								
		female								
18-24	Exited to employment	male								
		female								
	Exited to education	male								
		female								
	Other reasons	male								
		female								
25-34	Exited to employment	male								
		female								
	Exited to education	male								
		female								
	Other reasons	male								
		female								
35-44	Exited to employment	male								
		female								
	Exited to education	male								
		female								
	Other reasons	male								
		female								
45-64	Exited to employment	male								
		female								
	Exited to education	male								
		female								
	Other reasons	male								
		female								
65 +	Exited to employment	male								
		female								
	Exited to education	male								
		female								
	Other reasons	male								
		female								
<b>Total</b>										



**9. Service Delivery**

Do Income Assistance clients have access to Case Management? (refer to definition of Case Management in the Instructions)

- Yes     No

If "Yes",

- a) Case Management is accessed by clients directly through the Band/First Nation recipient.
- b) Case Management is accessed by clients outside of the Band/First Nation through another organization, **with** a formal shared service agreement. Specify the name of the organization below:
- 
- c) Case Management is accessed by clients outside of the Band/First Nation through another organization, **without** a formal shared service agreement. Specify the name of the organization below:
- 

**Section 2: Financial Management**

**10. Income Assistance Expenditures**

a) Total expenditures for basic needs (including food, clothing, shelter, fuel, etc.)	
b) Total expenditures for special needs	
c) Total expenditures for service delivery (excluding case management capacity)	
d) Total expenditures for employment and training	
e) Total expenditures for case management capacity	
<b>Income Assistance Expenditures Total</b>	

**11. Shelter Information**

**i) Clients and Expenditures**

a) Total number of clients who receive Shelter Allowance (rent, fuel/utilities and other related expenditures)	
Total expenditures for clients who receive Shelter Allowance (rent, fuel/utilities and other related expenditures)	
b) Total number of clients who receive <b>only</b> fuel/utilities and other related expenditures	
Total expenditures for clients who receive <b>only</b> fuel/utilities and other related expenditures	

**ii) Housing Units**

c) Total number of housing units occupied by Income Assistance clients	
d) Total number of housing units occupied by Income Assistance clients for which <b>only</b> fuel/utilities costs were paid	
e) Total number of housing units occupied by Income Assistance clients for which fuel/utilities costs <b>and rent</b> were paid	

**12. Children Out of Parental Home (COPH)**

Total number of children out of parental home	
Total expenditures for children out of parental home	



**Section 3: Case Management**

**13. Case Workers**

Total number of case worker positions

**14. Clients and Dependants That Are Actively Being Case Managed With an Action Plan, by Age and Sex**

Age	Sex	New Clients and Dependants	Total Clients and Dependants
16-17	male		
	female		
18-24	male		
	female		
25-34	male		
	female		
35-44	male		
	female		
45-64	male		
	female		
<b>Total</b>			

**Declaration**

The information provided is accurate to the best of my knowledge.

Given Name	Family Name
Title	Date (YYYYMMDD)