

AIM FOR EMPLOYMENT PROGRAM

A MUTUAL COMMITMENT

Persons who participate in the Aim for Employment Program have certain rights. In addition to having rights, they have to fulfil various obligations.

YOUR RIGHTS

- ▶ Receive information about programs or measures that could be applicable to your situation
- ▶ Consult your file and be accompanied and assisted by a person of your choice
- ▶ Receive 10 days' advance notice, in writing, so that you can submit comments or documents if the Ministère plans to reduce or terminate your benefits on the grounds that you have not declared your true circumstances

YOU RECOURSE

Review

You can apply for review of decisions rendered under the Aim for Employment Program that concern:

- ▶ The amount of your Aim for Employment benefit
- ▶ Increases/decreases in your benefit related to the taking into account of your income
- ▶ Cancellation of your file
- ▶ Special benefits
- ▶ Penalties
- ▶ Claims

Administrative reconsideration

You can apply for administrative reconsideration of decisions rendered under the Aim for Employment Program that concern:

- ▶ Your obligation to participate in the Aim for Employment Program because you have been admitted to the Social Assistance Program for the first time
- ▶ Refusal of an application for participation in the program because you do not meet the required conditions
- ▶ Your labour market entry plan and the related activities
- ▶ Additional expenses
- ▶ Your participation allowance
- ▶ Your participation allowance in case of temporary interruption

YOUR OBLIGATIONS

You must:

- ▶ Participate in the Aim for Employment Program if you are in one of the following situations:
 - ▶ You have never received financial assistance under the Social Assistance Program as an adult.
 - ▶ You have never participated in the Aim for Employment Program.
 - ▶ You started participating in the Aim for Employment Program less than 24 months previously, but you did not participate for a total of 12 months.
- ▶ Provide all the information and documents that have been requested in order to establish the amount of financial assistance to which you are entitled.
- ▶ Inform the Ministère as soon as there is a change in your family situation or financial circumstances (birth, separation, starting a job, etc.), among other ways by completing the Statement of Change form.
- ▶ Exercise your right to receive benefits under another government program (e.g., an indemnity from the Société de l'assurance automobile du Québec) and take any other pertinent steps.
- ▶ Attend an evaluation interview and provide the information needed to set up a labour market entry plan.
- ▶ Carry out the activities in the labour market entry plan prepared for you and, if applicable, take steps to be financially self-sufficient.
- ▶ Attend the meetings planned by your employment-assistance officer throughout your participation in the Program.

Neglecting your obligations could affect the amount of financial assistance granted to you.

If you receive a notice of claim and must reimburse benefits that you received, the duration of your participation in the Program could be different from that provided.

FOR ADDITIONAL INFORMATION

1 877 767-8773 (toll free)

[Québec.ca](https://www.quebec.ca)

PLEASE NOTE

This document is for information purposes only and may not be used for legal interpretation purposes.

