

# 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 are obliged 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

### 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 or, if you have previously participated, you did not participate for 12 months and you started participating less than 24 months previously.
- 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., a pension from the Société de l'assurance automobile du Québec) and take any other pertinent steps.
- Attend an interview and provide the information needed to set up your Labour Market Entry Plan. You must then carry out the activities in the plan and, if applicable, take steps to be financially self-sufficient.
- Attend the interview you are requested to attend. If not, your benefit will not be paid to you.
- Carry out the activities in your Labour Market Entry Plan. If you do not respect this obligation and do not have a valid reason, penalties could be applied.

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

## FOR ADDITIONAL INFORMATION

1-877-767-8773 (toll free)

[www.emploiquebec.gouv.qc.ca](http://www.emploiquebec.gouv.qc.ca)

### PLEASE NOTE

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

