

How to become a partner



Who can become a partner?

In order to become a partner, you must:

- Be a non-profit, para-governmental or para-municipal organization;
- Be able to offer work hours on a regular basis;
- Be able to provide participants with supervision.



More details about the accreditation process available in the annexes (page 5).

Partners

References available upon request

- Multicaf
- Carrefour d'Entraide Lachine
- Comité social Centre-Sud
- Productions Nuits d'Afrique
- Cartier Émilie
- Juste pour rire
- Société d'habitation populaire de l'Est de Montréal (SHAPEM)
- CARE Montréal



Dont wait: contact us today!



Compensatory Works Program Team

The YMCAs of Québec | Reintegration and Social Inclusion Sector

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Annexes



Step one: getting your organization accredited

To receive accreditation, the process is relatively simple:

- Submit all documents indicated on the list (see next page) to the Compensatory Work program's team:

Travaux.Compensatoires@ymcaquebec.org

- A member of the team will contact you to schedule a meeting, visit the site, explain the program, etc.



List of documents

For all organizations:

- A letter of interest for accreditation by the program, including the name of the person who will provide the supervision, the number of hours clients can work every week, as well as the nature of the tasks.

+ For NPO or churches

- The **organization's mission** and **list of the members of the Board of Directors** or **authorization letter from the priest responsible** of the church
- **Brochures or pamphlets** about the organization
- **Last annual report** if applicable.

+ For para-governmental or para-municipal organizations

- **Authorization letter** from the person responsible for the department requiring the service
- **Copy of the letter to the union** explaining that you will host participants and the list of their tasks.



What's next?

How it works:

- A counsellor will call you when a participant is available to assist with the tasks you have listed.
- The counsellor will provide a work schedule that the participant must follow.
- If you accept, the participant will contact you.
- When the participant arrives, you must explain how things work and state your expectations.
- Every day, you must fill out the timesheet and inform the counsellor of any issues (if applicable).
- You must then return the documents to us (work plan and timesheet).
- That's it!

