Proches

How do I submit an application?

By doing one of the following:

- Complete the interactive form online on the program website at **programmeproches.ca/en**

- Obtain a PDF version of the form by emailing a request to: demande@programmeproches.ca

- Obtain a printed copy of the form by contacting your regional Crime Victim Assistance Centre (CAVAC), or by emailing a request to: demande@programmeproches.ca

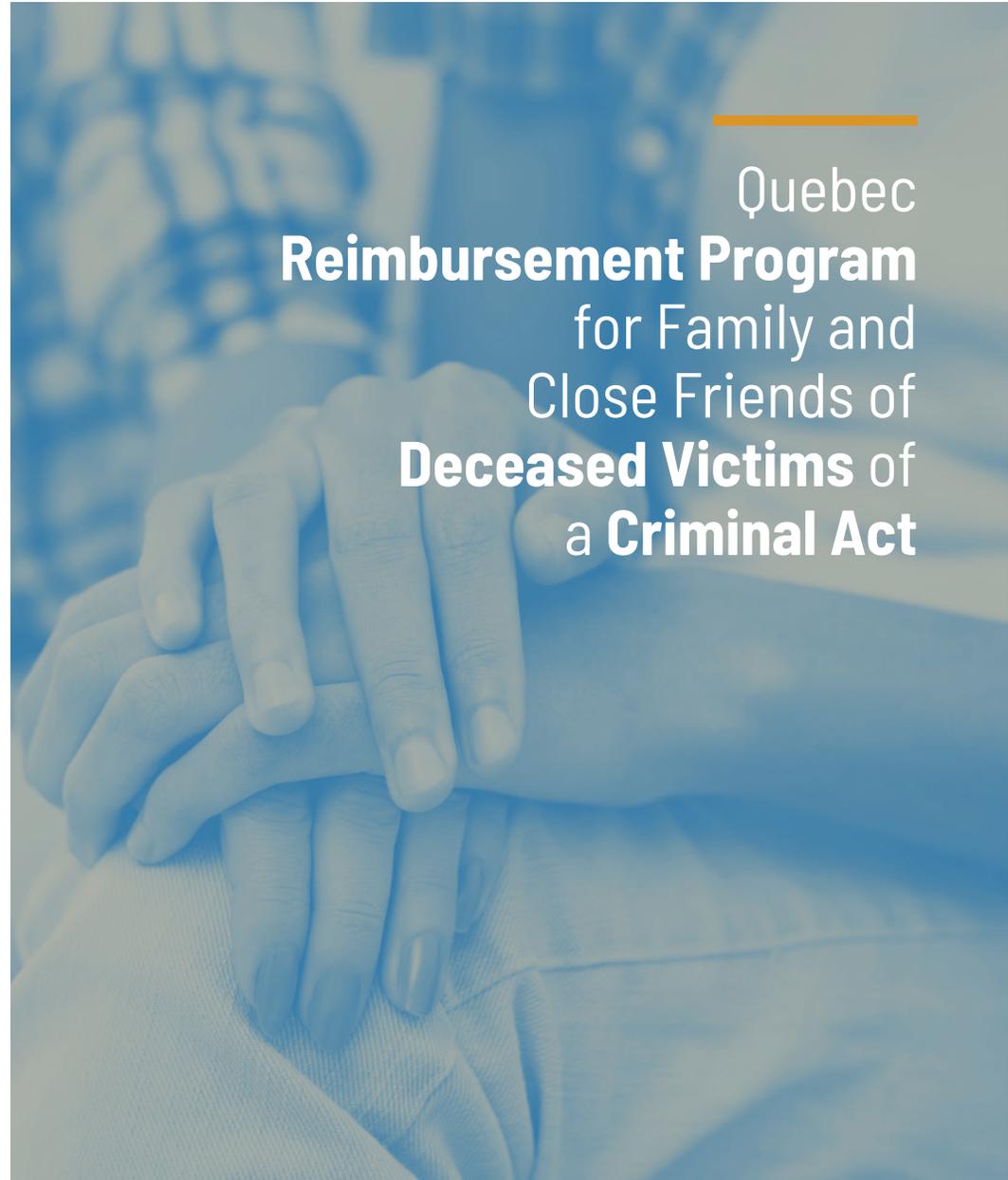**Do you need assistance? The following resources can help:**

Crime Victim Assistance Centres
(CAVACs): 1-866-LE CAVAC (532-2822)

Association des familles de personnes assassinées ou disparues
(association of families of homicide victims and missing persons)
(AFPAD): 1-877-484-0404

MADD Canada (Mothers Against Drunk Driving):
1-877-392-6233

For more information on the Program,
please write to the coordinator at
coordination@programmeproches.ca or call
514-277-9860, ext. **2234**

Quebec
Reimbursement Program
for Family and
Close Friends of
Deceased Victims of
a **Criminal Act**

The Program

This program was developed in cooperation with several of our partners who work with victims of criminal acts and their loved ones. It was created to provide a framework for reimbursing expenses incurred by the family and close friends of deceased victims of a criminal act in order to attend legal proceedings. Eligible expenses include travel, meals, accommodation and parking.

Why was the program created?

Every year in Quebec, many people lose loved ones as the result of a criminal act. Attending the subsequent legal proceedings can represent a heavy financial burden for the family and close friends of the victim. The reimbursement program was created to provide support for those persons so that they would not have to go into debt in order to attend the proceedings or be prevented from doing so for financial reasons.

Attending court proceedings can provide a victim's loved ones with an opportunity to obtain answers to certain questions and to honour the memory of the deceased. It can also help them to eventually recover from their loss.

Who is eligible to apply?

Any family member or close friend of a person who died as the result of a criminal act may submit a request. "Family and close friends" include any person related to the deceased person by birth, by marriage or by some other very close relationship with the deceased person (such as a close friend or other significant person).

Priority is given to immediate family members:

- spouse of the deceased victim
- child of the deceased victim
- father and mother of the deceased victim
- brother and sister of the deceased victim
- grandfather and grandmother of the deceased victim.

A maximum of **two family members** or significant persons may apply for reimbursement. Each applicant may subsequently allow a companion of their choosing to have their expenses reimbursed by including them in their **maximum amount of $2,000.**

Eligibility criteria

- Expenses related to any step in the judicial process are eligible for reimbursement.
- The criminal act in question must have been committed in Quebec.
- Program eligibility is not limited to homicides, but includes all criminal acts causing death, such as criminal negligence, impaired driving and death caused by dangerous driving.

When should applications be submitted?

Submit your application **as soon as possible** after legal proceedings have begun, before the following dates:

Within six months after the date of the offender's hearing

Or

Two weeks before an important step in the process (preliminary inquiry, assigned trial or guilty plea)

What expenses are eligible for reimbursement?

Travel, **meals**, **accommodation** and **parking expenses** are all eligible for reimbursement.

There is a maximum reimbursement of $2,000 per applicant. This amount includes the expenses of the applicant's companion(s).

If a family member or close friend receives a summons to appear as a witness in court, his or her expenses will be paid by the Director of Criminal and Penal Prosecutions.

BE SURE TO KEEP ALL YOUR BILLS AND RECEIPTS