

# PROJECT DESCRIPTION FORM

**Chapter:** University of Saskatchewan

**Program year:** 2024-2025

**Project Name:** Environmental Law Blog

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## SECTION A – ORGANIZATIONAL INFORMATION

1. **Name of Organization:** Saskatchewan Association for Environmental Law

2. **Mailing Address of Organization:** N/A

3. **Website of Organization:** [www.skael.ca](http://www.skael.ca)

4. **Type of Organization:**

- Charity
- Not-for-profit
- Association
- Government
- University
- Law firm
- Other

5. **Brief overview of the organization's mandate (2 to 4 lines maximum):**

The Saskatchewan Association for Environmental Law advocates for laws in Saskatchewan that protect and sustain the environment for current and future generations by raising awareness and sharing legal knowledge, encouraging skills development, and engaging in collaborative action.

6. **Organization Contact Person**

Name: Logan J. Salm

Title: Board Member

Telephone Number: (306) 530-2378

Email Address: [lsalm@owzw.com](mailto:lsalm@owzw.com)

7. **Preferred mode of contact:** Phone  Email

8. **Lawyer supervisor(s)**

*Note: For certain projects, students work with a roster of lawyers. In such instances, please include the information of all lawyer supervisors, and indicate who the lead lawyer/key point of contact is.*

Type of Lawyer Supervisor:

*Note: Please check only **ONE** of the following.*

- Lawyer Supervisor - Insured

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Lawyer Supervisor – Expert (*must attach Lawyer Supervisor – Expert Checklist*)

Name: Benjamin Ralston

Title: Assistant Professor & Lawyer Supervisor - Expert

Organization/Firm: University of Saskatchewan - College of Law

Telephone Number: (306) 881-0202

Email Address: [benjamin.ralston@usask.ca](mailto:benjamin.ralston@usask.ca)

The lawyer supervisor is:

An employee of your organization

A board member

Other - Ben believes in SKAEL's values and is experienced in the area of environmental law. He has experience supervising and mentoring law students in PBSC projects in previous years.

**9. How often will the lawyer supervisor be available to meet with the student(s)?** The Lawyer Supervisor will be able to meet with the students as required. Correspondence by e-mail in between meetings, or in place of them, is also acceptable.

**10. Can student volunteers on this project complete their work virtually and from home?**

Yes  No

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### SECTION B – PROJECT INFORMATION

**11. Please describe the project tasks:**

#### Description of Project

This project seeks to inform the public of current environmental laws and legislation impacting Saskatchewan and Canada.

The students will primarily be creating content on environmental law for SKAEL's website, which can include:

- Writing articles
- Making case briefs
- Preparing information for the public on environmental laws and legislation

Topics are based on what students are interested in, which could include subjects such as:

- Climate litigation
- Indigenous rights and duty to consult
- Species at risk/ wildlife conservation
- Primers on legislation, parliamentary bills, municipal by-laws
- Freedom of information

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- Natural resource exploitation

### Role of Student Volunteers

- Students will work with the Organization Contact to determine what kind of content to create. This could depend on the student's personal interests or what issues are pertinent at the time.
- Blogs are expected to be 500-2,000 words, depending on the topic. Examples of previous blogs can be found on the website: <https://www.skael.ca/category/blog/>
- The blogs should be written to be understood by a reasonably knowledgeable member of the public without a legal background. While publishing material that is more appropriate for a more legal audience is acceptable, the blogs are more intended to be readable for members of the public.
- Students should expect to make at least one post every two weeks.

### Role of Supervising Lawyers

All content must be approved by the Lawyer Supervisor. Following approval and editing, the content will be sent to the Organization Contact and will be published shortly after.

### Which types of law are used in this project?

Environmental law, constitutional law

### 12. What is the main project deliverable?

Select **ONE** option.

- A.  Creating produced content (e.g. research memos, brochures, podcasts, etc.)
- B.  Completing client intake and assistance (e.g. completing client intake, providing client referrals, helping clients with their ID documents, etc.)
- C.  Presenting public legal education (e.g. in-person or virtual presentations, workshops, training sessions, etc.)

### 13. If you checked boxes A or C in question 12, above, do you consent to the Student Volunteer(s) sending to PBSC a copy of the project deliverable? Please note it is your responsibility to collect and retain any project deliverable or documentation required to carry out the work set out in this Form. If you consent to PBSC saving a copy of the project deliverable (this strictly applies to Research and Public Legal Education projects), the documents will be securely saved and used solely for the purposes of monitoring the progression of the project, informing project development, and offering efficient continuity to returning projects, and will not be reproduced, shared, or used outside of these stated purposes.

- A.  I consent to PBSC saving a duplicate of the project deliverable.
- B.  I do not consent to PBSC saving a duplicate of the project deliverable.

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**14. If you checked boxes B or C in question 12, above, what is your plan for distribution of PBSC's Client Impact Survey?**

**Note: PBSC's Client Impact Survey** is an important tool that allows our organization to measure client satisfaction and impact, report to stakeholders, and improve our programming. The Client Impact Survey is available through Qualtrics, which meets all federal and provincial privacy and security laws (data is stored in Canada).

For client intake and assistance projects, the student volunteers will set aside time to share the Client Impact Survey hyperlink and QR Code at the end of client meetings. Volunteers will be provided with the hyperlink and QR Code at the start of their placements. Where appropriate, printed copies of the survey may be used as long as there is a protocol in place to safeguard client confidentiality.

For public legal education presentations, the student volunteers will set aside time to share the Client Impact Survey hyperlink and QR Code with the participants at the end of the session. The hyperlink and QR Code will be embedded in the last slide of the presentation where possible. Volunteers will be provided with the hyperlink and QR Code at the start of their placements. Where appropriate, printed copies of the survey may be used as long as there is a protocol in place to safeguard participant confidentiality

Other. If neither of the above options are an appropriate means of distributing PBSC's Client Impact Survey for this project, please explain your plan for distribution.

**15. A work plan is required for this project:** Yes  No

*If yes, the student(s) must reach out to the lawyer supervisor, draft a work plan, and submit it by email to the Program Coordinator and the lawyer supervisor by November 1st at the latest. Please note that workplans are required for all legal research and writing projects.*

A detailed work plan will be created in early October by the students in collaboration with the Organization Contact.

**16. Is this a joint project with students from any other PBSC chapters?** Yes  No

**17. What type of training will the organization provide to the student(s)?**

*Note: All first year PBSC volunteers and all volunteers working on research projects must also attend a PBSC/Thomson Reuters legal research strategies workshop.*

In addition to the mandatory PBSC training, students will work with members of SKAEL to learn more about the organization, its publishing policies, and depending on the comfort of the student, how to use wordpress.org.

**18. How many students would you like assigned to this project?**

2 students

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**19. How many hours per week will the student volunteer(s) be expected to work?**

*Note: PBSC students are expected to volunteer 3-5 hours per week. Additional hours are at the students' discretion, but at no time should the student be volunteering more than 10 hours per week.*

Students are expected to volunteer 3-5 hours per week.

**20. Will the student(s) be expected to show up for regular shifts each week, or is the schedule flexible?**

The schedule will be flexible, but students will be expected to meet publishing deadlines and maintain regular contact with the organization. Students may complete work at times that are most convenient for them.

**21. Is workspace provided for the student volunteer(s) at your organization?** Yes  No

**22. Please list the devices and technologies the students will require to have at home in order to complete their volunteer work remotely (ex. Computer, Internet access, telephone, FaceTime, Zoom, etc.)**

Students will need access to the internet and a computer.

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### SECTION C – STUDENT REQUIREMENTS

**23. Is there an expectation for the student(s) to be bilingual?** Yes  No

**24. Can first year law students volunteer for this project?** Yes  No

**25. Please list any law school prerequisites required for this project. (e.g., administrative law, family law, immigration and refugee law.)**

It is recommended that students have taken courses related to environmental law, in addition to administrative and constitutional law. However, students who have not yet taken these courses should not be discouraged from applying.

**26. Please list any other requirements or expectations for this project. (e.g., professional or academic background, experience, etc.)**

Students with strong writing skills will be given preference.

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### SECTION D – TO BE COMPLETED BY THE PROGRAM COORDINATOR

**27. Which project model(s) most accurately describes this project?** If the project has multiple activities, please choose a **maximum of 3** project models. In order to obtain the most accurate data, please only select the project models that describe the majority of the project's activities. If the relevant project model is not indicated below, please contact your Program Officer.

Public Legal Education (presentations, workshops, podcasts, brochures, blogs, etc.)

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- Research (memoranda used for internal purposes only)
- Client services (court forms, shadowing, mock hearings, intake, legal clinic, etc.)
- Other (please specify)

**28. Which communities does this project serve?** Please identify the top **3** communities that this project serves. Please choose the primary (1), secondary (2) and tertiary (3) communities served by writing 1, 2, or 3 next to the community. This will help us understand gaps in our programming, resource allocation and provide us with information for funding proposals and reports. We understand that due to the intersectionality of identities, it is difficult to rank the top three communities served. Please note that by ranking, you are not prioritizing any issues, or communities. If you would like to add any comments, please use the comment box below.

- Children & Youth
- Domestic Violence Survivors
- Women
- Homeless & marginally housed
- Immigrants, refugees & newcomers
- 2 Indigenous (First Nations, Inuit, Métis)
- LGBTQ+
- Linguistic minorities
- People living in poverty
- People living with disabilities & chronic illnesses
- People living with HIV
- People living with mental health challenges
- Precariously employed individuals
- Prisoners & former prisoners
- Racialized communities
- Religious minority communities
- Self-represented litigants
- Seniors
- Trans and gender diverse individuals
- Two-Spirit individuals
- Veterans
- 1 Other: General Project – no specific community being served

Comments:

Environmental law serves all communities.

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Project reviewed by On-site Supervisor

*Heather Heavin*

Signature

July 16, 2024

Date

**Note: A final/complete copy of this Project Description Form must be provided to:**

- The Organization Contact Person
- The Lawyer Supervisor(s)
- The Student Volunteer(s)
- Your Program Officer at National Office