

PROJECT DESCRIPTION FORM

(ALL SECTIONS IN THIS FORM MUST BE FILLED FOR PROJECT REVIEW AND APPROVAL)

Chapter: University of Saskatchewan

Program year: 2026-2027

Project Name: Elizabeth Fry Society of Saskatchewan's Women's Legal Clinic –
Supporting Survivors through the *Victims of Interpersonal Violence Act*

SECTION A – ORGANIZATIONAL INFORMATION

1. **Name of Organization:** Elizabeth Fry Society of Saskatchewan's Women's Legal Clinic (EFSK)

2. **Mailing Address of Organization:** Suite 301 – 39 23rd Street East Saskatoon SK, S7K 0H6

3. **Website of Organization:** <https://elizabethfrysask.org> and <https://www.efskwlc.org/>

4. **Type of Organization:**

☒ Not-for-profit

☐ Other please specify

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

The Elizabeth Fry Society of Saskatchewan (EFSK) is a non-profit organization serving women and gender-diverse adults who are criminalized or at risk of criminalization. They advocate for the rights, freedoms, and fair treatment of all women and gender-diverse folks involved with the justice system. This is achieved by providing trauma informed legal assistance, access to information and programming, and support for community integration.

6. **Organization Contact Person**



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

8. **How often will the organization contact person be available to meet with the student(s)?** The organization contact will be available to meet with students as required.

9. **Lawyer supervisor(s)**

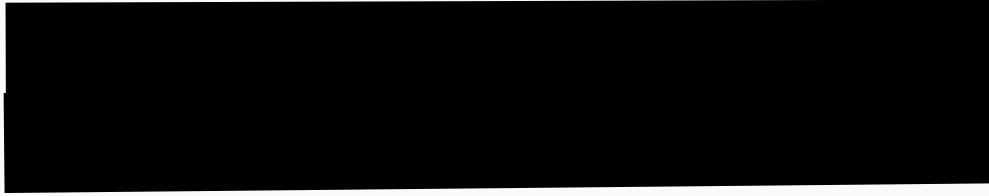
Note: For certain projects, students work with a roster of lawyers. In such instances, please include the information of all lawyer supervisors, and indicate who the lead lawyer/key point of contact is.

Type of Lawyer Supervisor:

Lawyer Supervisor - Insured

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The lawyer supervisor is:

- ☒ An employee of your organization
☐ Other (please specify relationship)

10. How often will the lawyer supervisor be available to meet with the student(s)? The lawyer supervisor will be available to meet with students biweekly or as required.

SECTION B – PROJECT INFORMATION

11. Please describe the project tasks:

Note: If there are multiple projects, please complete a separate Project Description Form for each project. Include details on the final deliverable and expected timelines, etc. Include details on the division of workload, etc.

Description of Project

Saskatchewan is facing a significant access-to-justice crisis that disproportionately impacts marginalized communities, particularly along lines of race, ethnicity, and gender. This urgency is compounded by the province having the highest rate of intimate partner violence in Canada. In response, the Elizabeth Fry Society of Saskatchewan launched the province's first and only no-cost legal clinic dedicated to serving survivors of gender-based violence. The Women's Legal Clinic provides trauma informed legal service and accessible public legal education to women and gender-diverse individuals who are criminalized or at risk of criminalization, supporting them as they navigate complex legal processes related to intimate partner, sexual, and family violence

Role of Student Volunteers

There will be two parts to this project (with an optional third component):

(1) Presentations to the Public

Students will develop and deliver a trauma-informed presentation on The *Victims of Interpersonal Violence Act* (the "Act") in Saskatchewan. The presentation will use plain language to improve

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access to justice by making legal information more accessible to survivors of gender-based violence. Specific research questions may include:

- What types of legal protections are available under the *Act* for people experiencing intimate partner or family violence?
- What specific support options exist under the *Act*, including Emergency Intervention Orders and Victims Assistance Orders, and how can someone access them? What do these orders do, how long can they last, and how are they enforced?
- How does the *Act* describe or define interpersonal violence?
- How does the *Act* define cohabitation, and why might that matter for accessing protections?
- What options are available for applying to the court in a way that supports privacy and safety? How does the *Act* help reduce the risk of retaliation or further harm?
- Are there other laws or supports in Saskatchewan that may work alongside the *Act* to help protect individuals experiencing violence?

Students will coordinate with the Organization Contact and the Lawyer Supervisor to schedule the presentation.

- Students will NOT answer personal questions from the audience (i.e., _____ happened, what should I do?). These types of personal and specific questions about the law should be directed to the Lawyer Supervisor. If the Lawyer Supervisor is unable to attend the presentation, students should only respond with answers that have been vetted by the Lawyer Supervisor.

*** Before students conduct presentations, all material will be reviewed by the Lawyer Supervisor for accuracy. A PBSC disclaimer must also be included in the presentation ***

(2) Research Memo for Staff

Students will also prepare a more detailed memo for staff at the Elizabeth Fry Society on the same topic.

Both the memo and the presentations should be developed using plain, accessible, and respectful language so that people with a wide range of educational backgrounds can understand the information, particularly for materials that will be shared publicly with survivors of gender-based violence. Students are not required to format these resources, as formatting will be completed by the Elizabeth Fry Society of Saskatchewan's Women's Legal Clinic. Students will be provided with sample legal memoranda and previously developed materials to use as guidance.

(3) Case Bank

If additional hours are required, students may contribute to developing a Case Bank focused on the courts' application of The *Victims of Interpersonal Violence Act*, as well as the common law treatment and interpretation of interpersonal violence in Saskatchewan. This work will span key family law issues including parenting, property division, and spousal support. The Case Bank will

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be used by staff at the Elizabeth Fry Society of Saskatchewan's Women's Legal Clinic. Student involvement in this component will occur only if additional hours are needed and at the discretion of the supervising lawyer.

Role of the Project Lead

- Develop a workplan with the Organization Contact and Lawyer Supervisor, including assigning areas of research to the students, setting deadlines for preliminary and final research, and assembly
- Ensuring the content is clear, cohesive, accessible, and trauma-informed; reviewed and approved by the supervising lawyer; and submitted to the organization with sufficient time for formatting.
- Work with the organization and lawyer supervisor to schedule the presentation, likely in March 2027.
- Maintain regular communication with student volunteers, Lawyer Supervisor, Organization Contact, and PBSC Coordinators.
- Create a transition memo to support the Project Lead for the following school year

Role of Supervising Lawyers

- Ensure the student's final products are an accurate reflection of the law in Canada and Saskatchewan.
- Attend at least one practice presentation and provide feedback (this may take place virtually).
- Attend the presentation to ensure students share only legal information
 - If unable to attend the presentation, the Lawyer Supervisor will practice the presentation with the student volunteers, especially potential questions that may arise during the Q&A session.

Which types of law are used in this project?

Family law, Statutory Interpretation

12. What is the main project deliverable?

A. Creating produced content (e.g. research memos, brochures, podcasts, etc.)

13. What is the project delivery format?

Hybrid

Please provide details (e.g. *volunteers will attend the clinic once a week on Friday afternoons or weekly virtual bi-weekly meetings with the team*):

The research and preparation of materials can be done virtually, but the presentation will likely be in-person.

14. 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

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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.

15. 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 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. 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.

☐ 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.
Enter text

16. 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 workplan will be developed as described in the "Role of the Project Lead" section.

17. Is this a joint project with students from any other PBSC chapters?

If yes, please indicate details: which sections, the division of work, and the model of supervision, etc.

No.

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

Note: Participation in the PBSC General Training offered by the chapter is mandatory for all PBSC students.

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Students must attend PBSC General Training and 'Understanding Sexualized Violence' training by SSAIC, as well as an orientation meeting with the Lawyer Supervisor and organization contact person to set expectations and provide guidance on the research process.

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

6-8 students, including 1 Project Lead

20. 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 will be expected to volunteer 3-5 hours per week.

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

The work will be flexible, but students will be expected to work together on a regular basis, meet deadlines, and be present for the scheduled presentation.

22. Is workspace provided for the student volunteer(s) at your organization?

No.

23. 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.

SECTION C – STUDENT REQUIREMENTS

24. Is there an expectation for the student(s) to be bilingual?

No.

25. Can first year law students volunteer for this project? Yes ☒ No ☐ Though preference will be given to upper year students.

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

There are no prerequisites.

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

There are no requirements, however experience in plain-language writing will be considered an asset.

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SECTION D – TO BE COMPLETED BY THE PROGRAM COORDINATOR

28. 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.)
- ☒ Research (memoranda used for internal purposes only)
- ☐ Client services (court forms, shadowing, mock hearings, intake, legal clinic, etc.)
- ☐ Other (please specify)

29. 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 selecting 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.

1. Domestic Violence Survivors
2. Women
3. Prisoners & former prisoners

For internal Chapter use

Project reviewed and approved by the PBSC Chapter On-site Supervisor



On-Site Supervisor Signature

August 24, 2026

Date

Note: A final/complete copy of this Project Description Form must be provided to the Organization Contact Person, Lawyer Supervisor(s), Student Volunteer(s) and Program Officer at National Office.