

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: OUTSaskatoon Trans Rights

SECTION A – ORGANIZATIONAL INFORMATION

1. **Name of Organization:** OUTSaskatoon

2. **Mailing Address of Organization:** 201-245 3rd Avenue South, Saskatoon SK, S7K 1M4

3. **Website of Organization:** www.outsaskatoon.ca

4. **Type of Organization:**

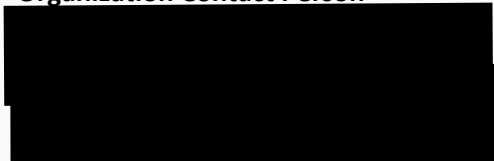
☒ Not-for-profit

☐ Other please specify

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

OUTSaskatoon is Saskatoon and surrounding area's 2SLGBTQ+ community centre and service provider. They believe in a bolder, braver, and safer future for all. They strive towards this by providing support services, youth housing, and education and research services through a harm reduction, culturally informed, equity-seeking, and community-based approach.

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



PROJECT DESCRIPTION FORM

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The lawyer supervisor is:

- ☒ A board member
☐ 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 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

Transgender and gender diverse people face many barriers to living as their most authentic, visible selves. This project aims to empower trans and gender diverse people by informing them about their rights, particularly related to transitioning.

Students will be responsible to update the following information on the existing PowerPoint, and to create a video sharing this content, which will be added to OUTSaskatoon's website:

- What are your rights when changing your name and pronouns on Government ID?
 - This includes both provincial and federal ID such as Birth Certificates, Health Cards, Drivers Licenses, Passports, and Status Cards.
 - This also includes resources on how to navigate this process.
- What are your rights to accessing gender-affirming medical care?
 - This includes outlining whether healthcare providers must provide gender-affirming care, what gender-affirming care is offered in Saskatchewan and

PROJECT DESCRIPTION FORM

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Canada, and how to navigate receiving gender-affirming care and advocate for yourself

- This also includes resources on how to navigate this process.
- This also includes how to navigate discrimination in the context of gender-affirming healthcare.
- This also includes an NIHB program-specific portion for Indigenous clients.
- What are your rights regarding discrimination in housing, the workplace, and at school?
 - This includes the legal test for discrimination, filing a formal complaint through various organizations, and what public and catholic schools in Saskatchewan are allowed and not allowed to require from students.
 - This also includes resources on how to navigate this process
- What lies ahead regarding the rights of 2SLGBTQ+ people globally, and what are some pressing developments, both good and bad. This should be merged with the previous “Rights When Travelling Abroad” section and should include travel advisories. This information will be included in the PowerPoint presentation.

Metis-specific information relating to all of these processes and resources should also be explored.

Role of Student Volunteers

Students will update and add information to the existing print resources and PowerPoint, and will do a 45-minute presentation followed by a 15-minute question and answer period. This presentation will be delivered at OUTSaskatoon in-person or via Zoom, and it will be advertised by OUTSaskatoon.

- Do NOT answer personal questions from the audience (i.e. ____ happened, is this legal?).
 - 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.
- The audience for the presentation is the public, mainly people ages 15+.
- Students are to research laws relevant to Saskatchewan residents.
- While it is recommended for students to schedule a rehearsal with the Lawyer Supervisor, it is recommended for students to also include the Organization Contact since this presentation may trigger emotional distress for the audience. The Organization Contact will attend all presentations.
- Students should prepare for at least one presentation to take place in March, however if OUTSaskatoon has capacity, more than one presentation (potentially 2-3) will take place.

Students will also create a video that shares the same information as the presentation, which will be added to the Organization’s website and probably shared on social media networks. Students

PROJECT DESCRIPTION FORM

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will work with the organization contact to determine format, length, and any other modifications needed. The video will be approved by the lawyer supervisor before being posted.

Before students conduct presentations, all materials will be reviewed by the organization and lawyer supervisor for accuracy. A PBSC disclaimer must also be included in the presentation

Role of Supervising Lawyers

- Ensure the students' presentation, print resources, and video is an accurate reflection of the law in Canada and Saskatchewan
- Attend at least one practice session before the students deliver the presentation (this may take place virtually)
- Attend the presentations to ensure students only share legal information, and to assist in answering audience questions with the support of the Organization Contact
 - If unable to attend a presentation, the Lawyer Supervisor will practice the presentation with student volunteers, especially potential questions that may arise during the Q&A session.

Which types of law are used in this project?

Human rights, constitutional law, and administrative law

12. What is the main project deliverable?

C. Presenting public legal education (e.g. in-person or virtual presentations, workshops, training sessions, 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):

Student volunteers will do their research and preparation remotely, but must find time to meet with each other and the organization at various points during the school year. This can be either in-person or remotely. Student volunteers are expected to attend any scheduled in-person or virtual presentations.

- 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 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

PROJECT DESCRIPTION FORM

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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 include deadlines for research, updates to the PowerPoint and print resources, creation of the video, and any scheduled presentations.

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.

Students must attend PBSC General Training and 'Understanding Sexualized Violence' training by SSAIC, as well as training provided by OUTSaskatoon that surrounds language, terminology, and identities.

PROJECT DESCRIPTION FORM

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

2-3 students.

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.

Student volunteers will be expected to work 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 is flexible, but students will be expected to work together on a regular basis, meet deadlines, and attend scheduled presentations.

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 ☐

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.)

Students will need to conduct a criminal record check with the vulnerable sector before they can give the presentation. Students are expected to be members, allies, and/or supporters of the 2SLGBTQ+ community.

SECTION D – TO BE COMPLETED BY THE PROGRAM COORDINATOR

PROJECT DESCRIPTION FORM

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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. Trans and gender diverse individuals
2. LGBTQ+
3. Two-Spirit individuals

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.