

PROJECT DESCRIPTION FORM

Chapter: University of Saskatchewan

Program year: 2023-2024

Project Name: Legal Information on Bankruptcy

SECTION A – ORGANIZATIONAL INFORMATION

- 1. Name of Organization:** Radius
- 2. Mailing Address of Organization:** 611 1st Ave N Saskatoon SK S7K 1X7
- 3. Website of Organization:** radiuscentre.com

4. Type of Organization:

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

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

Radius is a non-profit organization offering services for children and adults in Saskatoon, Saskatchewan. Radius is a leader in helping people connect to the community through education, participation, and skills training. Radius provides services that support individuals looking for work, businesses in strengthening their employee development programs, and families of youth with acquired brain injuries connect with support workers for recreation and social activities.

6. Organization Contact Person

Name: Dorothy Hyde

Title: Executive Director

Telephone Number: (306) 665 0362.

Email Address: dorothy.radius@sasktel.net

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

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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
- Lawyer Supervisor – Expert (*must attach Lawyer Supervisor – Expert Checklist*)
- Lawyer Supervisor – Non-insured (*only permitted in a joint supervision model*)

Name: Travis Kusch

Title: Lawyer

Organization/Firm: Robertson Stromberg Barristers & Solicitors

Telephone Number: (306) 933 1373

Email Address: t.kusch@rslaw.com

The lawyer supervisor is:

- An employee of your organization
- A board member
- Other** Travis works primarily in the field of insolvency and debt restructuring. He works with creditors and debtors and has experience assisting creditors with knowing and enforcing their rights.

9. 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 to ensure that the law is correct before the students begin their presentations.

10. Due to the ongoing COVID-19 pandemic, and related university directives/policies, students may be required to complete some or all of their volunteer placement virtually and from home. Can student volunteers on this project complete their work virtually and from home? Please confirm yes/no.

Yes

SECTION B – PROJECT INFORMATION

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11. Please describe the project tasks:

Description of Project

More and more individuals are claiming bankruptcy in Canada. Claiming bankruptcy has benefits, however, it can also make it more challenging for individuals who have been living in poverty or low-income households. This project aims to provide legal information on the process of filing for bankruptcy and the benefits and disadvantages associated with doing so.

The project consists of two finished products: a plain language resource and a PowerPoint Presentation.

Students will, together, create a plain language resource on the topic of Bankruptcy Laws and Processes in Saskatchewan (with a focus on Individual claims only) and address the following questions:

- What is the step-by-step process of bankruptcy.
- Bankruptcy statistics in Saskatchewan and Canada.
- Why people declare bankruptcy.
- Definitions: what is a bankruptcy trustee, what are assets?
- What are the advantages and disadvantages of claiming bankruptcy.
- What is the impact on an individual's credit score if they claim bankruptcy.
- What happens if you have claimed bankruptcy more than once.
- Exemptions in Bankruptcy – what assets cannot be touched?
- Possible resources.
- What are the statutes and legislations concerning bankruptcy in Saskatchewan?

PowerPoint Presentation:

- Minimum of one 45-minute presentation.
- Target audience is Radius staff members working with clients who are seeking information on what happens if they claim bankruptcy.
- Presentation would preferably be in person.
- PowerPoint slides should summarize the main points highlighted in the plain language resource.

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 Student Volunteers

- Create research memo.
- Create PowerPoint presentation.
- Connect with Organization Contact Person to arrange for presentation dates and times.
- Connect with Lawyer Supervisor to review research memo prior to creating PowerPoint presentation.
- Give presentations to RADIUS staff and clients.

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- Update Organization Contact Person once a month on progress.

Role of Supervising Lawyers

The role of the Lawyer Supervisor is to ensure that students are presenting the most relevant and up-to-date laws surrounding bankruptcy in Saskatchewan and Canada.

The Lawyer Supervisor will review the research memo and the presentation before the presentation is given.

Which types of law are used in this project?

Bankruptcy 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.

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

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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.
Click or tap here to enter text.

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.

Click or tap here to enter text.

16. Do you have PBSC placements with students from any other PBSC chapter(s)?

If so, which chapters? Do the placements relate to the same project?

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.

Students will receive general training from PBSC.

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

2 students.

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 work will be flexible, but the students will be expected to attend and meet deadlines.

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

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, a computer and Zoom.

SECTION C – STUDENT REQUIREMENTS

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

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.)

There is no prerequisites required for this project.

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

There are no requirements, but it will be helpful for students to have taken Bankruptcy Law and have a degree of comfort presenting to an audience.

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.)
- 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

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communities. If you would like to add any comments, please use the comment box below. You will have the opportunity to choose the type of law in the following question.

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

Comments:

Click or tap here to enter text.

Project reviewed by On-site Supervisor

Signature

Date

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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