

# PROJECT DESCRIPTION FORM

**Chapter:** University of Saskatchewan

**Program year:** 2023-2024

**Project Name:** Understanding Elder Abuse and Neglect

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## SECTION A – ORGANIZATIONAL INFORMATION

- 1. Name of Organization:** Saskatoon Council on Aging Inc.
- 2. Mailing Address of Organization:** 2020 College Drive Saskatoon, SK S7N 2W4
- 3. Website of Organization:** [www.scoa.ca](http://www.scoa.ca)

**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):**

The Saskatoon Council on Aging (SCOA) is a community based non-profit organization dedicated to promoting positive aging for all members of our community. We strive to achieve our mission by providing programs and services to promote dignity, health and independence of older adults.

**6. Organization Contact Person**

Name: Cynthia Johnston

Title: Positive Aging Coordinator

Telephone Number: 306-652-2522

Email Address: [cynthia@scoa.ca](mailto:cynthia@scoa.ca)

**7. Preferred mode of contact:** Phone  Email  (No preference)

**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.*

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

Name: Doug Surtees

Title: Associate Professor

Organization/Firm: : College of Law, University of Saskatchewan

Telephone Number: (306) 966-5242

Email Address: doug.surtees@usask.ca

The lawyer supervisor is:

- An employee of your organization
- A board member
- Other ): Professor Surtees is an instructor at the College of Law and his research focus is Elder Law. Professor Surtees has also been involved with SCOA 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, including but not limited to an introductory meeting on the first week of October, and monthly check ins with student volunteers.

**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

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## SECTION B – PROJECT INFORMATION

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

**Description of Project**

In 2022, the Canadian Longitudinal Study on Aging found that each year in Canada, 1 in 10 adults aged 65 and older experience some form of elder abuse and/or neglect. For this project Student

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Volunteer will create a research memo and a plain language pamphlet on the many areas of elder abuse and the law surrounding it.

## Role of Student Volunteers

Student volunteers will be responsible for the following outputs:

- A research memo for the organization's use on Elder Abuse and Neglect.
- A plain language pamphlet - using the research included in the research memo, student volunteers will condense the information into a plain language brochure/pamphlet/booklet (to be printed and made available online).
  - Sample brochures will be provided to aid in designing the final output.
- Presentation - student volunteers will create a PowerPoint presentation and will facilitate the presentation on the research.

Questions that Student Volunteers must answer:

- What is elder abuse?
- What is elder neglect?
- What are the different forms of elder abuse?
- What areas of law are concerned with elder abuse and neglect?
- How can seniors protect themselves from different forms of elder abuse?
- What legal mechanisms are available to senior who experience abuse?
- How do seniors set up power of attorney to protect themselves?
- How can power of attorney be used to protect yourself from elder abuse?
- Information on elder abuse and neglect prevention in other provinces.
- Elder Abuse statistics.

## Role of Supervising Lawyers

The Lawyer Supervisor will ensure that the final output (research memo and plain language document) is an accurate reflection of the law in Canada and Saskatchewan.

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

Elder Law, Criminal Law

## 12. What is the main project output?

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.)

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- 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 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.

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**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 students will be expected to work together on a regular basis and meet deadlines.

**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 and a computer.

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### SECTION C – STUDENT REQUIREMENTS

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

No

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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 are no prerequisites for this project, but those who have been involved in this project in the past or have some experience with Elder Law will be given preference.

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

There are no other requirements, but any experience with the elderly would be considered an asset.

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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.)
- 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. You will have the opportunity to choose the type of law in the following question.

- Children & Youth
- Domestic Violence Survivors
- Women
- Homeless & marginally housed
- Immigrants, refugees & newcomers
- Indigenous (First Nations, Inuit, Métis)
- LGBTQ+
- Linguistic minorities

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- People living in poverty
- 2 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
- 1 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**

**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