

**PB
SC**

UNIVERSITY OF
WINDSOR CHAPTER

2023-2024

PROJECT GUIDE

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website: pbscwindsorlaw.com

LAND ACKNOWLEDGMENT



The University of Windsor sits on the traditional territory of the Three Fires Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the Potawatomie. We respect the longstanding relationships with First Nations people in this place in the 100-mile Windsor-Essex peninsula and the straits – les détroits – of Detroit.

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WHAT IS PBSC?

Why should you get involved!

Pro Bono Students Canada (PBSC) is a national, multiple-award-winning organization with chapters in 22 of Canada's 23 law schools. The first pro bono organization in the country, PBSC has been working with law schools and the bar to deliver high-quality legal services for 20 years. We have extensive program expertise and experience designing award-winning access to justice placements that are recognized as having a significant impact on access to justice.

VALUES

DIGNITY

We believe that every person is entitled to respect, to have their voice heard, and to fully enjoy their rights.

EQUITY

We stand for substantive equality, inclusion, and diversity in all its forms. We focus on impact (not just good intentions).

HUMILITY

We prioritize listening, learning, and self-reflection. We value the wisdom of the communities we serve, and their lived experiences inform our work.

2023-2024 PROGRAM COORDINATORS



Malak Tehaili

Summer and School
Year Coordinator



Timi Robert

School Year
Coordinator

Malak (she/her) and Timi (she/her) are your PBSC Program Coordinators for this year! We organize legal projects with Partner Organizations and Lawyer Supervisors, and recruit and train student volunteers. We are eager to build excitement about access to justice initiatives in Windsor this year!

We are always available via email through pbsc@uwindsor.ca if you have any questions!

2023-2024 EXECUTIVE TEAM



Anna Maria Decia-Gualtieri

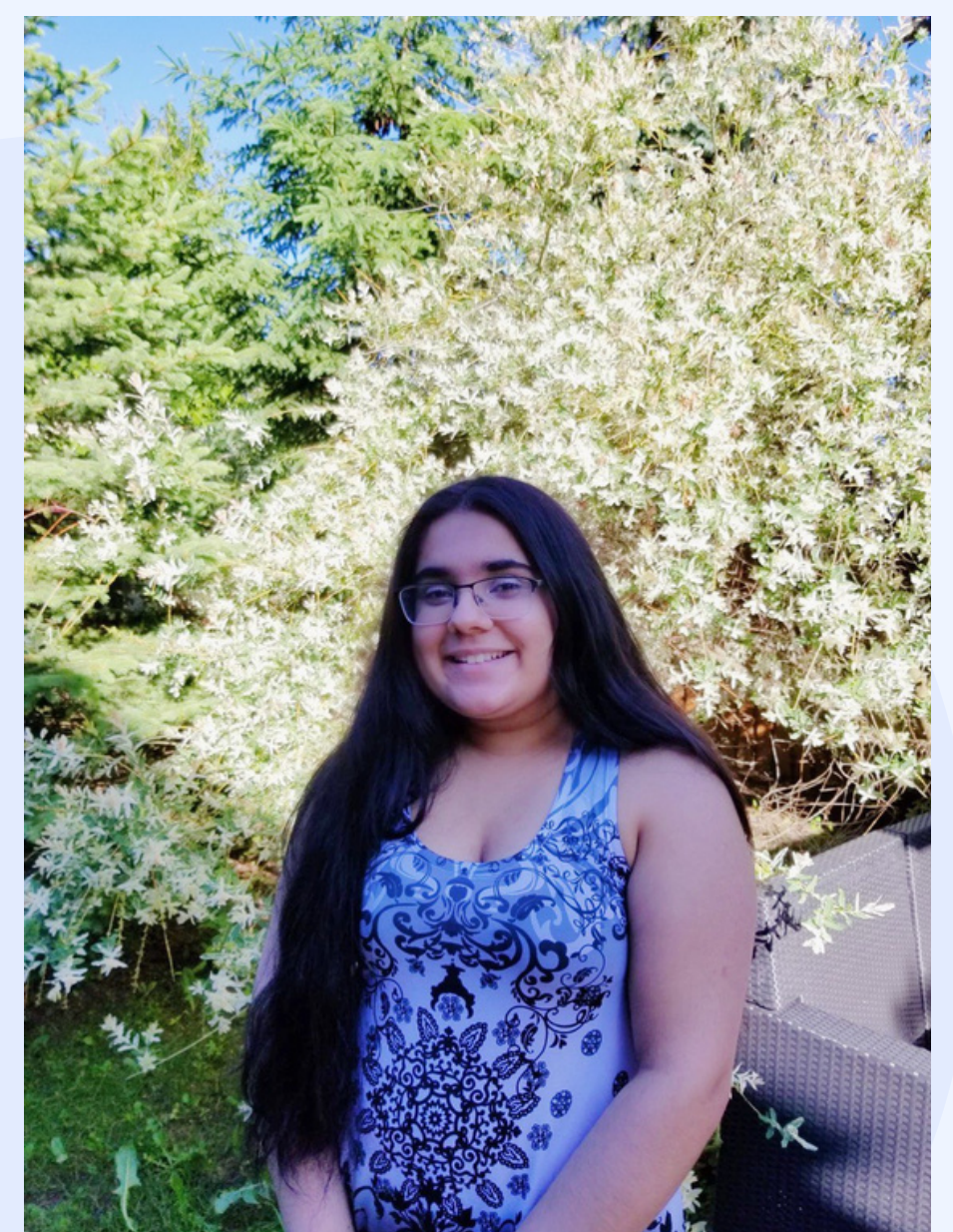
Our amazing On-Site Supervisor, Anna, is an alumna of Windsor Law! Anna knows all things PBSC, and is always around to lend a hand whenever she can!



Matthew Macdowell
Event Coordinator



Maryana Odisho
Fundraising Coordinator



Ria Nirula
Communications Coordinator

2023-2024 SCHEDULE

October

- Advanced WestLaw Next Canada Training: **Wednesday, October 4, at 12:30 PM - 2:00 PM**
- 1L WestLaw Next Canada Training: **Thursday, October 5, at 12:30 PM - 2:00 PM**
- Meet with Lawyer Supervisor and Partner Organization
- Student volunteers will develop their work plan/schedule and begin their project
- All projects must begin **October 1**

December

- ****Projects take a break this month for exam period!**

February

- Schedule second check-in meeting with Program Coordinators

April

- All PBSC projects are complete!

September

- Launch Event: **September 18th 12:00 - 1:30 PM**
- Applications Open
- General Training and Anti-Oppression Training: **September 27th 12:00 - 1:30 PM**

November

- Work plan due **November 1**
- Schedule first check-in meeting with Program Coordinators

January

- Resume work on project after the winter break
- Applications open for 2024-2025 PBSC Program Coordinator positions

March

- Submit draft of your final deliverable to your Lawyer Supervisor
- Fill out online impact survey and submit completed Volunteer Report
- Volunteer Appreciation event and Chief Justice Richard Wagner awards

PROJECT MODELS



Client Assistance

Client assistance projects provide legal services directly to clients with the support of a Supervising Lawyer. They often involve helping clients with applications, legal forms and the process for changing or applying for identification.



Public Legal Education

Public legal education (PLE) projects provide students the opportunity to develop and deliver legal education materials (e.g., FAQs, info sheets, etc.), workshops, and seminars to people and communities facing barriers to justice. These projects involve sharing legal information and resources with clients and communities. They can take the form of plain-language brochures, presentations, web-based resources or infographics.



Legal Research and Writing

Legal research and writing (LRW) projects include the reviewing and monitoring of pending legislation, writing legal memos or analysing current policy questions, and writing for media such as newsletters or blogs.

Student Volunteer FAQs

What will I be doing as a PBSC volunteer?

PBSC volunteers provide legal information to the Windsor community in a variety of ways. If placed in a client assistance project, your time will be spent working with clients face to face to assist them access legal information, government identification, or drafting wills. If placed in a legal research and writing project, you will be researching legal information and providing it in a plain and easy to follow deliverable (brochure, memo, etc.). If placed in a public legal education seminar project, you will also be researching legal information and presenting it to community individuals.

How do I apply for PBSC?

Complete the online application before Friday, September 22nd at 5:00 p.m. (applications open Monday, September 18th). Although we would love to give each student a PBSC placement, placements are LIMITED, Therefore, please be sure to take your time and complete your application in full! Due to the number of applicants, we do not hold interviews, this means that your application is the only item we use to place you in a project. Be sure to include WHY you would be a great fit for the project(s) you are interested in!

Can 1Ls apply for a PBSC placement?

Yes! Any student who is enrolled in the University of Windsor Faculty of Law may apply for a PBSC project. This includes 1L students who are interested in volunteering with PBSC!

What is the time commitment for a PBSC placement?

All PBSC projects are designed for 3-5 hours of volunteer hours per week. However, every project will have a slightly different time requirement and schedule. PBSC runs from October to March with a break in December for exams. Our PBSC Program Coordinators are also especially sensitive to important deadlines and busy periods during the year, particularly for the 1L class.

Are projects remote or in person?

Each PBSC project meets differently. Most research work may be conducted virtually on the volunteer's own time. While other projects, such as the clinics, will meet in person at the partner organization a pre-determined time throughout the semester.

2023-2024

PROJECT LIST

LEGEND



Client Assistance Project



Public Legal Education Project



Legal Research and Writing
Project



Area of Law

Client Assistance Projects



Human Rights Law

#1: Trans ID Clinic

Organization: Trans Wellness Ontario (TWO)

Description: The Trans ID Clinic provides free legal information, form-filling services and referrals in a learning space that strives to be trans-positive, non-judgemental, anti-oppressive and inclusive.

Volunteer: Seeking 3-4 student volunteers.



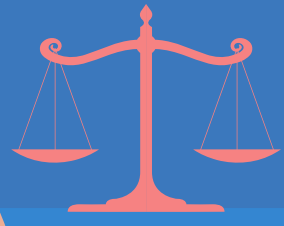
Family Law

#2: Youth ID Clinic

Organization: Windsor Youth Centre (WYC)

Description: Students will help clients fill out either the “Ontario Photo Card - Address Requirement for the Homeless or Marginally Housed Applicants” for photo identification, or the required form for birth certificate applications.

Volunteer: Seeking 6 student volunteers.



Wills & Estates, Property Law



#3: Wills Clinic

Organization: Career Services Office (CSO)

Description: Students pair with a local lawyer to draft a will and or powers of attorney for property and personal care for a low-income clients. students will have the opportunity to develop promotional materials for the clinic and reach out to various organizations to take on clients. Students will also create a deliverable in the form of a brochure outlining the steps of obtaining a will.

Volunteer: Seeking 6 student volunteers.



Family Law, Property Law, Criminal Law

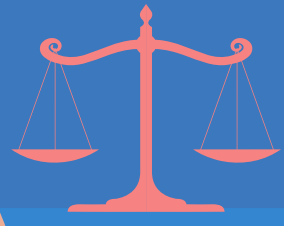


#4: Youth Drop in Clinic

Organization: Windsor Youth Centre (WYC)

Description: Students will visit the WYC and meet with youth who are seeking legal information on various legal topics, including but not limited to landlord and tenant rights, family law, etc.

Volunteer: Seeking 8 student volunteers.



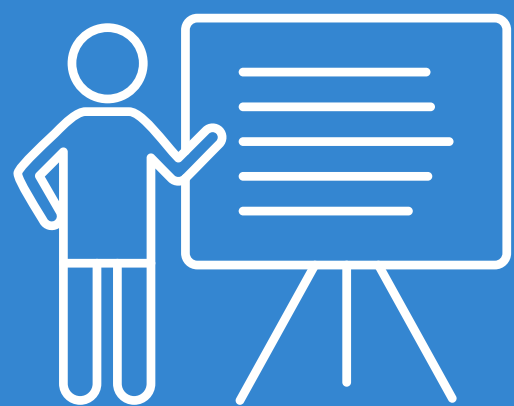
#5: United ID Clinic

Organization: United Way Centracide

Description: Students will help clients fill out either the “Ontario Photo Card - Address Requirement for the Homeless or Marginally Housed Applicants” for photo identification, or the required form for birth certificate applications.

Volunteer: Seeking 6 student volunteers.

Public Legal Education Projects



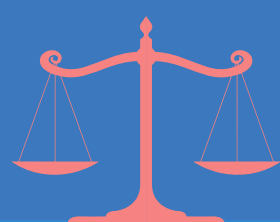
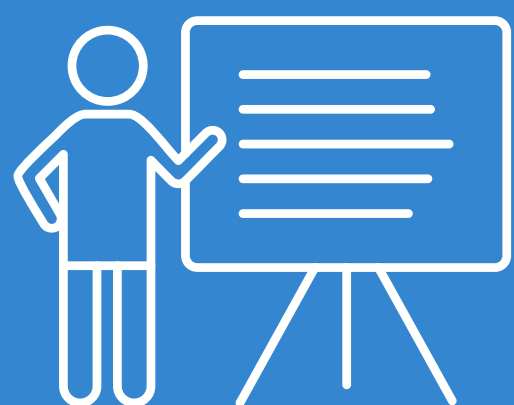
Criminal Law

#6: Police Youth Training

Organization: Windsor Youth Diversion

Description: The deliverable will be in the form of a poster which will describe the Youth Criminal Justice Act and what the responsibilities of Police Officers are under the Act. This project has the possibility of allowing students to join in on the seminar.

Volunteer: Seeking 2-4 student volunteers.



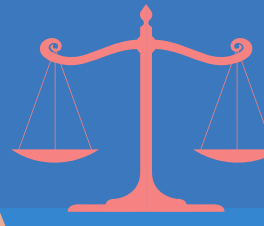
Immigration Law

#7: Refugee Assistance

Organization: Diocies of London

Description: Students will be researching and developing a brochure which will outline the steps of applying for a stay on Humanitarian and Compassionate grounds. This brochure will be in a step-by-step style, with the appropriate resources for the clients. Students will prepare a presentation to be given to other Windsor organizations.

Volunteer: Seeking 2-4 student volunteers.



Disability Law, Human Rights Law



#8: Accessible Transportation

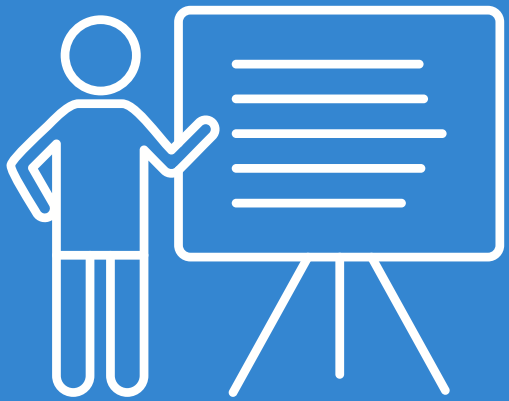
Organization: Harmony in Action

Description: Students will research and provide an internal memorandum for Harmony in Action, outlining transportation rights of clients with disabilities. Student volunteers may attend a Town Hall meeting in the winter semester, to present their findings, and advocate for a more accessible transit system.

Volunteer: Seeking 2-4 student volunteers.



Family Law and Immigration Law

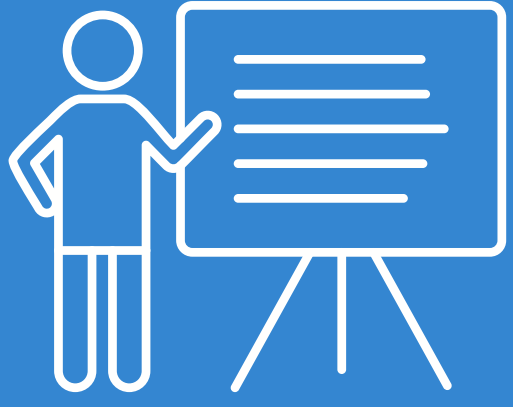
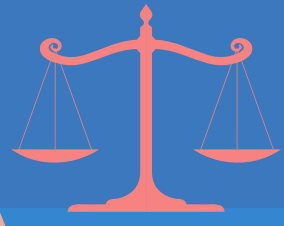


#9: United Education

Organization: Windsor Youth Centre (WYC)

Description: This project includes two components. The first component is a research and writing project with the final deliverable in the form of a brochure that will outline the procedure for going from refugee or protected persons status to obtaining a study permit in Canada. The second component of the project is a public legal education seminar where student volunteers will present their findings to students.

Volunteer: Seeking 2-4 student volunteers.



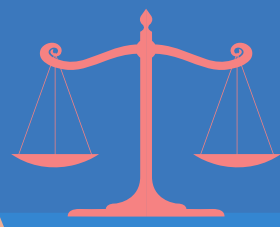
#10: Pro Bono Podcast

Organization: CJAM Radio

Description: The deliverable is a weekly hour-long program highlighting the PBSC projects happening at Windsor Law, the corresponding legal issues that accompany the projects, any current legal issues happening in the Windsor community and surrounding area, and other topics as they may arise.

Volunteer: Seeking 10 student volunteers.

Legal Research & Writing Projects



Poverty Law

#11: Justice at Work

Organization: Career Services Office (CSO)

Description: Students will work in close consultation with the organization to assist them in creating a virtual pamphlet for Windsor Law's Justice at Work Event.

Volunteer: Seeking 4 student volunteers.



Poverty Law

#12: Practice Area Guides

Organization: Career Service Office (CSO)

Description: Students will work on creating guides to different areas of law, with the practice areas mutually decided upon based on students' interests and the Career Service Office's needs.

Volunteer: Seeking 4 student volunteers.



Criminal Law and Constitutional Law



#13: Racial Profiling

Organization: Rapha Youth Outreach Services (RYOS)

Description: Students will draft a brochure outlining the legal issues surrounding racial profiling. The objective is to ensure that youth are aware of their rights and are empowered to assert them, leading society towards equity in schools, workplaces, and public spaces.

Volunteer: Seeking 2-4 student volunteers.



Property Law and Constitutional Law



#14: Tenant Rights

Organization: Rapha Outreach Youth Services (RYOS)

Description: Students will draft a brochure outlining the legal issues surrounding racial profiling. This will address the lack of awareness among youth who may eventually enter private contracts as tenants.

Volunteer: Seeking 2-4 student volunteers.

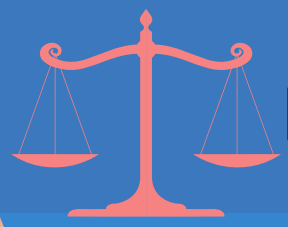


#15: Voting Rights

Organization: Harmony in Action

Description: This project will consist of two parts. In the fall semester, students will research and provide a booklet/brochure to the organization answering questions about constitutional voting rights for individuals with disabilities. The students will research this topic and present it in a brochure for Harmony in Action to have on hand for their clients. In the winter, students will present their findings to Harmony in Action.

Volunteer: Seeking 2-4 student volunteers.



#16: Know your Rights and Legal Support

Organization: Canadian National Institution for the Blind (CNIB)

Description: Under the supervision of the Lawyer Supervisor, students will be responsible for reviewing and updating CNIB's eight legal information handbooks.

Volunteer: Seeking 2 student volunteers.

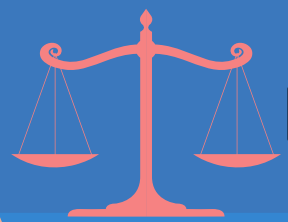


#17: SDM vs. POA

Organization: Windsor Regional Hospital

Description: This project will focus on creating a clear and helpful resource for Windsor Regional to have on hand for their patients and address the difference between appointing a Substitute Decision Maker (SDM) versus a Power of Attorney (POA).

Volunteer: Seeking 2-4 student volunteers.

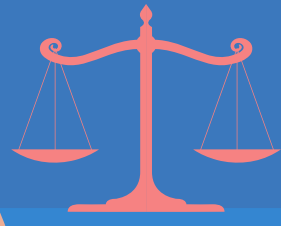


#18: Patient Rights & Responsibilities

Organization: Windsor Regional Hospital

Description: This project will focus on creating a clear and helpful resource for Windsor Regional to have on hand for their patients and address the topic of patient rights and responsibilities as provided in the Excellent Care for All Act, 2010, S.O. 2010, c. 14, and other relevant legislations.

Volunteer: Seeking 2-4 student volunteers.



Criminal Law

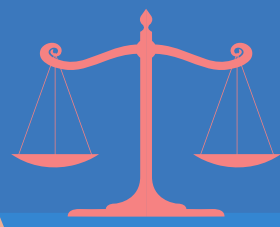


#19: RIPP

Organization: New Beginnings

Description: This project will focus on creating a clear and helpful resource for the RIPP project in the form of a brochure to address the topic of legal ramifications of youth ages 12-20 violating parole and outline the contents of the Youth Criminal Justice Act. The brochure will also provide information for youth to understand probation rules in Canada

Volunteer: Seeking 2-4 student volunteers.



Criminal Law and Disability Law



#20: Internet Safety

Organization: Windsor Youth Diversion

Description: This project will focus on creating a clear and helpful brochure that will specifically highlight and address the legal/criminal ramifications of viewing child pornography online. The brochure will provide and explain the applicable legal statutes, including Criminal Code (R.S.C., 1985, c. C-46), and describe the legality of individuals with disabilities engaging in online crimes, drafted to an eighth-grade reading level.

Volunteer: Seeking 2-4 student volunteers.



Criminal Law



#21: L.O.S.S.

Organization: Youth Diversion

Description: PBSC student volunteers will work to create a deliverable for youth in this program that addresses the legal ramifications of shoplifting outlined in the Youth Criminal Justice Act, and other relevant legislation.

Volunteer: Seeking 2-4 student volunteers.



Property Law



#22: United Housing

Organization: United Way Centracide

Description: This project will focus on creating a clear and helpful resource for United Way to have on hand for their youth and address the topic of housing, landlord, and tenant rights. The final deliverable will be in the form of a “know your rights” style brochure that will specifically highlight and address legal topics that United Way has identified as common issues and concerns which their youth face.

Volunteer: Seeking 2-4 student volunteers.



Health Law and Public Health Law



#23: BANA Patient Advocacy

Organization: Bulimia Anorexia Nervosa Association (BANA)

Description: This project is focused on creating an internal resource package to provide patients with the resources to better advocate for themselves to local and surrounding MPPs, how to draft letters with suitable language, and how to advocate for themselves.

Volunteer: Seeking 4 student volunteers.



Property Law



#24: United Housing

Organization: United Way Centracide

Description: This project will focus on creating a clear and helpful resource for United Way to have on hand for their youth and address the topic of housing, landlord, and tenant rights. The final deliverable will be in the form of a “know your rights” style brochure that will specifically highlight and address the following legal topics that United Way has identified as common issues and concerns which their youth face

Volunteer: Seeking 2-4 student volunteers.



Property Law and Immigration Law



#25: Diocies Housing Rights

Organization: Diocies of London

Description: This project will focus on creating a clear and helpful resource for the Diocese of London to share with their clients who are newcomers and refugees, and address the topic of housing, landlord, and tenant rights.

Volunteer: Seeking 2-4 student volunteers.



Constitutional Law and Immigration Law

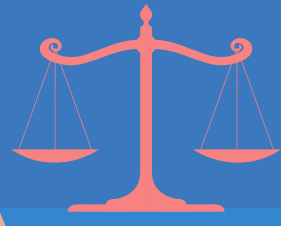


#26: Diocies Constitutional Rights

Organization: Diocies of London

Description: This project will focus on creating a clear and helpful resource for the Diocese to share with their clients who are newcomers and refugees. The deliverable will be in the form of a brochure which will outline an individual's constitutional rights under the Canadian Charter of Rights and Freedoms.

Volunteer: Seeking 2-4 student volunteers.

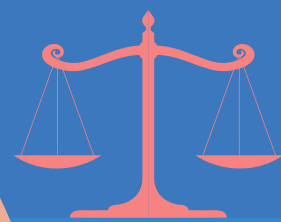


#27: CCLA

Organization: Diocies of London

Description: Students will be asked to conduct legal research and prepare memoranda on various topics by the CCLA’s Program Directors. This may include case briefs, reviews of draft or proposed legislation, policy reviews and research memoranda on fundamental freedoms, police powers, national security, privacy, criminal law reform, and equality.

Volunteer: Seeking 4 student volunteers.



#28: Disability Monitoring

Organization: Inclusion Canada

Description: Student volunteers will support the Strategic Litigation Committee by monitoring disability and equality related caselaw from their assigned regions. Students Volunteers will be assigned several Canadian jurisdictions to monitor and will do so by reviewing appellate and superior court websites and recent court judgments. Inclusion Canada will provide a series of questions that will guide case summaries.

Volunteer: Seeking 1 student volunteer.

PBSC is a national organization that receives funding from:



The Law Foundation of Ontario
Advancing access to justice



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