



Statistics Canada
Canadian Centre for Justice Statistics
**LEGAL AID SURVEY
QUESTIONNAIRE 2002-2003**

€ Statistics Act, R.S.C. 1985, c. S19
€ Confidential When Completed
€ STC/CCJ-160-60104; CCJS/55452-3

GENERAL INSTRUCTIONS

1. Please complete and return by **June 13, 2003**.
2. Please refer to the **Scoring Guide** for survey definitions and instructions regarding what to measure and how to record it. If there are deviations from the survey definitions, please note these in the comment section provided for each question. Include, as well, any changes in legal aid service delivery in your jurisdiction that may have affected this year's data.
3. Please provide a figure in all boxes. If there is no amount for a particular box, enter one of the following:

- | |
|--|
| <p>0 when the amount is zero;</p> <p>.. when the figure is not available in your jurisdiction (for example, a breakdown of total applications by criminal and civil matters, although relevant, is not available from jurisdictional data sources);</p> <p>... when the figure is not applicable in your jurisdiction (for example, the number of private lawyers when the Plan is exclusively Judicare)</p> |
|--|

4. All dollar figures are to be reported in **thousands of dollars**.
5. Please save the completed electronic version of the survey form on diskette and send it to:

Katie Davis
Courts Program
Canadian Centre for Justice Statistics
19th Floor, R.H. Coats Bldg.
Ottawa, ON K1A 0T6

If this is not possible, please fax the completed paper version of the form to:

Katie Davis
Courts Program
Fax (613) 951-6615
Tel (613) 951-6623

SECTION 1: RESOURCES

QUESTION 1

How much revenue did the Plan receive from the following sources during the fiscal year?

	\$(000's)
Government contributions	
Interest from lawyer's trust accounts	
Contributions of the legal profession	
Client contributions and cost recoveries	
Other (please specify below)	

TOTAL REVENUES	0

Are revenues reported as: **Cash Based** ___ **OR** **Accrual** ___

Comments/Deviations from scoring rules (please specify)

QUESTION 2 (a)

What were the Plan's direct legal services expenditures during the year?

	Direct Legal Services Expenditures		
	Staff	Private Law	Total
		Firms	
	\$(000's)		
Federal Criminal Matters			
Adult			0
Youth			0
Sub-Total (Federal) (A)	0	0	0
Provincial/Territorial Offences (B)			0
Civil Matters			
Family			0
Other			0
Sub-Total (Civil) (C)	0	0	0
TOTAL DIRECT EXPENDITURES (A)+(B)+(C)	0	0	0

Comments/Deviations from scoring rules (please specify)

QUESTION 2 (b)

What were the Plan's expenditures for each of the following categories?

	\$(000's)
Direct legal services expenditures (see TOTAL above)	0
Other program expenditures (includes external project expenditures, legal research activities, public legal education and grants to other agencies)	
Central administrative expenditures	
Other expenditures (please specify)	

TOTAL EXPENDITURES	0

Are expenditures reported as: Cash Based ___ OR Accrual ___

Comments/Deviations from scoring rules (please specify)

QUESTION 3

What were the personnel resources of the Plan as of **March 31, 2003**? This refers to the number of full-time and part-time staff employed by the Plan on March 31.

	Direct Legal Service Staff	Other Staff #	Total Staff
Lawyers (includes notaries)			
Full-Time			0
Part-time			0
TOTAL	0	0	0
Non-Lawyers (includes paralegals)			
Full-Time			0
Part-time			0
TOTAL	0	0	0

Comments/Deviations from scoring rules (please specify)

QUESTION 4

In fiscal 2002-2003, how many active members of the private bar were involved in the provision of legal aid services on behalf of the Plan? (include notaries) #

Comments/Deviations from scoring rules (please specify)

SECTION 2: CASELOAD CHARACTERISTICS

QUESTION 5 (a)

How many applications for legal aid were received during the fiscal year? Application refers to a formal request evidenced in writing. Do not include requests for duty counsel services, inquiries made at the "front desk" of the legal aid office, or telephone inquiries.

Federal Criminal Matters

	#
Adult	<input type="text"/>
Youth	<input type="text"/>
Sub-Total (Federal) (A)	0

Provincial/Territorial Offences (B)

<input type="text"/>

Civil Matters

Family	<input type="text"/>
Other	<input type="text"/>
Sub-Total (Civil) (C)	0

TOTAL APPLICATIONS (A)+(B)+(C)

<input type="text"/>

Comments/Deviations from scoring rules (please specify)

For information only

QUESTION 5 (b)

How many applications were refused during the fiscal year and for what reasons? *Include* applications for which no services were approved, as well as those applications denied for full service that subsequently received summary service. If an application involves two reasons for refusal, choose the more important of the two and count it as the major reason.

	Financial Ineligibility	Coverage Restrictions	Lack of Merit	Non-Compliance/ Abuse	Other	Total
Federal Criminal Matters						0
Prov. Offences						0
Civil - Family						0
Civil - Other						0
Sub-Total Civil	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0

Comments/Deviations from scoring rules (please specify)

QUESTION 5(c)

How many full service applications were approved and assigned to **STAFF LAWYERS** for each of the following categories? *Exclude* all summary service (including written legal opinions) and duty counsel services.

Federal Criminal Matters

Adult	#
Youth	
Sub-Total (Federal) (A)	0

Provincial/Territorial Offences (B)

--

Civil Matters

Family	
Other	
Sub-Total (Civil) (C)	0

TOTAL APPROVED FULL SERVICE APPLICATIONS (A)+(B)+(C)

0

Comments/Deviations from scoring rules (please specify)

QUESTION 5(d)

How many applications were approved and assigned to PRIVATE LAWYERS for each of the following categories? *Exclude all summary services (including written legal opinions) and duty counsel services.*

Federal Criminal Matters

	#
Adult	
Youth	
Sub-Total (Federal) (A)	0

Provincial/Territorial Offences (B)

--

Civil Matters

Family	
Other	
Sub-Total (Civil) (C)	0

TOTAL APPROVED FULL SERVICE APPLICATIONS (A)+(B)+(C)

	0
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Comments/Deviations from scoring rules (please specify)

QUESTION 5(e)

How many applications were approved for summary service? *Exclude applications that requested extensive legal assistance (full service) but received summary service upon refusal, and applications originally approved for full service but subsequently rendered summary services.*

#

Comments/Deviations from scoring rules (please specify)

For information only

QUESTION 6

How many times were duty counsel services provided to clients? Count the number of units of service provided not the number of persons assisted.

Federal Criminal Matters

	#
Adult	
Youth	
Sub-Total (Federal) (A)	0

Civil Matters

Family	
Other	
Sub-Total (Civil) (B)	0

TOTAL DUTY COUNSEL SERVICES (A) +(B) 0

Comments/Deviations from scoring rules (please specify)

QUESTION 7

In 2002-2003 how many civil dossiers were processed under the Interprovincial Reciprocity Agreement for each of the following categories?

	Incoming Dossiers	Outgoing Dossiers
	#	
Newfoundland and Labrador		
Prince Edward Island		
Nova Scotia		
New Brunswick		
Quebec		
Ontario		
Manitoba		
Saskatchewan		
Alberta		
British Columbia		
Yukon Territory		
Northwest Territories		
Nunavut		
Outside Canada		
TOTAL DOSSIERS	0	0

Comments/Deviations from scoring rules (please specify)

QUESTION 8

How many appeals were approved for service and how many were refused?

	Approved	Refused #	Total Appeals
Federal Criminal Matters			0
Civil Matters			0
TOTAL APPEALS	0	0	0

Comments/Deviations from scoring rules (please specify)

RESPONDENT:

Jurisdiction: _____

Contact: _____

Phone # _____

THANK YOU FOR YOUR IMPORTANT CONTRIBUTION TO THE
LEGAL AID SURVEY

For information only