



## Information about Seeking Funding to Participate

### Town of Collingwood Judicial Inquiry

#### What do I need to do for the Judge to recommend that I receive funding?

The Judge of the Judicial Inquiry may recommend that you receive funding only if he is of the view that you would not otherwise be able to participate in the Inquiry without funding. Recommendations for funding will consider whether:

- you will be able to participate in the Inquiry without funding;
- you have a unique perspective that will not be presented to the Inquiry if you do not participate;
- you have an established record of concern for and a demonstrated commitment to the interest you seek to represent;
- you have a special experience or expertise in respect of the Inquiry's mandate;
- you have a proposal as to the use of funds and how you will account for funds; and
- you can be part of a group with similar interests.

Therefore, you will need to come to the Hearing on Standing to Participate on Tuesday, August 14, 2018, and, in advance, provide evidence to show the Judge which of the above considerations apply to you.

#### What kind of evidence will I need to provide?

If you are seeking funding, you will need to provide an affidavit **on or before August 3, 2018**, outlining your financial circumstances and explaining why you would not otherwise be able to participate in the Inquiry without funding. You will also need to provide documents to support the statements in your affidavit.

Please send your affidavit and supporting documentation to the Town of Collingwood Judicial Inquiry Office, either electronically to [info@collingwoodinquiry.ca](mailto:info@collingwoodinquiry.ca) or in writing to the Judicial Inquiry Office located at 97 Hurontario Street | PO Box 275 | Collingwood, ON | L9Y 3Z5. Submissions must be received by the Inquiry no later than 4:00 p.m. on Friday, August 3, 2018.

In your affidavit, you should refer to any relevant financial circumstances, including alternative sources of funding. For example, you may want to provide evidence of your annual net income, the number of dependents you have and the expenses associated with supporting those dependents. Examples of documents you may wish to attach to your affidavit in support of your application for funding include:

- Tax returns;
- Bank or financial statements; and
- Other financial documentation that support your application for funding, such as a statement of expenses.

### **What is an affidavit?**

An affidavit is a sworn written statement that outlines the facts and/or attaches documents to support those statements.

### **What limits will be placed on funding for legal fees?**

In making any recommendation for funding, the Judge will recommend to the Town of Collingwood that it apply these principles and formulate guidelines in deciding on funding for legal fees for witnesses or participants:

1. It is not in the public interest to have open-ended funding.
2. It is not in the public interest for public funds to provide individuals their lawyer of choice at that lawyer's regular hourly rate.
3. The Town should establish reasonable hourly rates for senior and junior counsel for the purposes of this inquiry.
4. Whatever hourly rate or scale of compensation the Town selects, it should include reasonable time for preparation by counsel as well as for attendance at the hearings.
5. The Town should either limit the number of counsel or specify the use that would be made of junior counsel.
6. Counsel should be entitled to compensation for their reasonable and necessary disbursements.
7. Where appropriate, disbursement rates should be set.
8. Limits should be set on preparation time.
9. Time spent at the hearings should be limited to a reasonable number of hours.
10. Attendance of counsel at the hearings should be limited to attending when the client's interests are engaged.
11. No fees incurred before the date of Council's decision to hold a public inquiry should be paid.
12. No fees related to any other matters (e.g., civil litigation) should be paid.
13. Accounts should be subject to assessment.