

The Ontario Justice Education Network/Law Foundation of Ontario

Mock Trial Fund

Application Guide



Overview of the OJEN/LFO Mock Trial Fund

The Mock Trial Fund was established in 2008 by the Ontario Justice Education Network (OJEN) and the Law Foundation of Ontario (LFO) to provide financial support to high school mock trial programs across Ontario. Each year, \$15,000 is available to be granted across the province.

OJEN also develops and updates mock trial case scenarios and supporting materials, and OJEN staff are available to provide advice and guidance on starting and running a mock trial program.

Program Criteria

Basic Criteria

All programs seeking a Mock Trial Fund grant must meet the following basic criteria:

1. Be designed for Ontario secondary school students (or youth of equivalent age)
2. Include justice sector volunteers
3. Promote inclusive access to justice education
4. Demonstrate financial need and attempts to solicit external funding from sponsorships
5. Programs should include students from at least four schools (or community organizations)
 - Exceptions may be made where appropriate (e.g., rural and remote areas where geographic distance will be a factor).
 - These criteria will be analysed based on a program's grant report for the previous year and reasonable forecasts for this year's program.

Additional Guidelines

Beyond the basic criteria, the following will be important guiding factors in our funding decisions, with due regard to the circumstances of each case:

1. **Registration fees are discouraged in the interest of ensuring fair access for all youth.** Schools will typically fund supply teacher costs, but registration and transportation fees often fall to the students. These fees can act as a deterrent to new participants becoming involved. OJEN has found that many mock trial programs across the province are able to operate free of registration fees by seeking sponsorship and donations from their local legal communities. If you are interested in learning more about this, please feel free to contact the OJEN provincial office.
2. To ensure an equitable provision of funds across the province, **grants will not generally be made to new programs in the same geographic area as existing programs** serving the same potential audience.
3. Programs should take reasonable steps to **ensure that all schools in their geographic area are**

made aware of their program and have an equal chance to register and participate (although we recognize that limited space and resources may require caps be placed on the number of participating schools and students). OJEN can facilitate communication to teachers in publicly-funded schools through contacts at school boards. Exceptions to this guideline a (e.g. a program only open to First Nations schools, ESL students, etc.) are possible, depending on the circumstances.

4. Programs can be competitive or non-competitive, participatory (e.g. students play the roles of lawyers and witnesses) or demonstrative (e.g. students observe justice sector volunteers demonstrating a trial process).
5. Programs should **attempt to solicit funding from other sources** such as law firms or local businesses in addition to applying for the grant. The number of programs seeking Mock Trial Fund support has grown exponentially in recent years, while the funding available in the Mock Trial Fund remains fixed.

Funding Criteria

Eligible and Ineligible Expenses

Only certain expenses are eligible for funding by the Mock Trial Fund:

ELIGIBLE EXPENSES	INELIGIBLE EXPENSES
<ul style="list-style-type: none"> - Catering/refreshments - Equipment rental - Space rental - Administrative expenses under \$100 (e.g. printing, deliveries, logistics, etc.) - Awards and prizes for students - Some deficits carried over from previous years (depending on how the deficit was accrued) 	<ul style="list-style-type: none"> - Supply teacher costs - Gifts or compensation for volunteers or staff - Monetary awards/bursaries - Any other costs not listed as “eligible”

The aim of the Mock Trial Fund is to support programs with the basic and essential costs of running a mock trial program or event. Primarily, these are refreshments for participants and volunteers, and reasonably-priced awards for student participants. Monetary awards, bursaries, and any gifts for volunteers are not funded. School buses and transportation are considered items that schools and school boards should try to contribute toward these programs. Administrative expenses such as printing, photocopying and logistical expenses, can be covered up to \$100. Please specify the types of administrative expenses that you expect to incur in your budget to help us assess your program’s specific needs.

Submitting Your Budget

We ask applicants to report all anticipated expenses, including those which are ineligible for funding under the Mock Trial Fund, so that we can assess the financial need of your program in comparison with all applicants.

If you have a large amount of expenses that are ineligible for Mock Trial Fund funding, it is a good practice to have these sponsored and paid for directly by third parties, e.g. law firms, law associations, etc., rather than paid for out of the same general fund as items that the Mock Trial Fund covers.

Contact for Questions

Please send an email to mocktrialfund@ojen.ca