



CRIMINAL CASE MANAGEMENT POLICY

The New Brunswick Legal Aid Services Commission – Criminal Law Services has adopted a case management system to ensure that clients receive a high quality defence which is cost-effective and in-line with the standard of a reasonable client of modest means. This system will provide Legal Aid with the necessary information to act in a consistent, accountable manner by monitoring case costs and providing lawyers with the appropriate resources. Reporting at each stage of the proceedings allows Legal Aid to control case costs and more accurately predict the costs of future cases thus improving the budget planning process.

The case management system has two-tiers. The first tier is for cases of moderate cost and complexity, and the second tier is for cases of major cost and higher complexity. In order to streamline the system, the process is the same for both tiers ensuring consistency in reporting and assessments.

When to Apply:

1. Submit for Moderate Criminal Case funding if you estimate the total cost of the case to exceed \$10,000.00, yet not reach the \$20,000.00 threshold necessary to qualify for Major Criminal Case management.
2. Submit for Major Criminal Case funding if you estimate the cost to exceed \$20,000.00 or alternatively if your case involves homicide, multiple accused, or controlled substances (in which the evidence increases the complexity of the case).

How to Submit:

1. Complete the criminal case funding form.
2. Submit the completed form to the Director of the Criminal Law Services. Please note that budget requests should be regarded as pre-authorizations and precede each stage of the proceeding.
3. Upon reviewing the form, the Director will have a meeting, usually by telephone, with you regarding the budget.
4. A Committee comprised of the Director of the Criminal Law Services, the Chief Financial Officer, and the Executive Director will meet to discuss and review the application and funding implications.

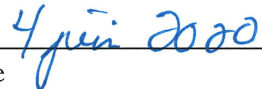


5. Upon approval, the Director will notify you. Please note if any material change in circumstance results in the funding no longer being appropriate or any additional disbursements are necessary, contact the Director immediately to discuss and receive pre-authorization before any action. Any additional action taken without the pre-authorization of the Director may not be reimbursed.


Approved by:



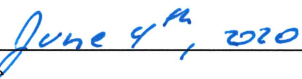
J. Danie Roy, LL.B., LL.M
Chair,
New Brunswick Legal Aid Services Commission



Date



Pierre Castonguay, B.B.A, LL.B
Executive Director
New Brunswick Legal Aid Services Commission



Date