

**COMMUNITY IMPACT STATEMENT
GUIDELINES**

Revised May 31, 2018

Preparation of a Community Impact Statement is completely voluntary.

A Community Impact Statement gives you the chance, at the time of the offender’s sentencing, to tell the Court about how the criminal offence has affected your community. If a Community Impact Statement is filed with the Court, it is one of the factors which will be considered by the Judge or Justice in deciding on the sentence. Your comments should be directed to the Judge or Justice, not the offender. Information about admissible and inadmissible content is included on the form.

The Community Impact Statement should only include information about the harm or loss suffered by your community, as well as a description of the impact of the offence(s) on the community, as the result of the crime(s) for which the accused person was found guilty. The Community Impact Statement should not include facts about the case, comments/criticisms about the offender’s character or expressions of vengeance. Opinions on the sentence to be given should not be provided, except with the Court’s approval. If the statement contains information other than the impact of the crime on the community, some or all of the statement may not be considered by the Court. Inadmissible parts of the statement, as determined by the Judge or Justice, may be removed and not read into the court record. Community Impact Statements fall under the designed Victim Impact Statement Program.

The person completing the Community Impact Statement may be called upon to testify in Court and be asked questions about the statement. If the Community Impact Statement is written before the accused has been found guilty, the statement and any notes made in writing it, may be asked for as evidence in the Court proceedings.

Your Community Impact Statement is not confidential. The offender and/or their lawyer will receive a copy of the statement. Once the Community Impact Statement has been given to the Court, it becomes a public document. The Court may give a copy to the general public upon request. The Community Impact Statement may be used in future by Corrections, for example at Parole hearings.

Section 722.2 of the *Criminal Code* requires the Court to consider a Community Impact Statement at sentencing if a statement has been filed with the Court. The Judge or Justice decides if the statement is representative of the community and if the statement will be accepted by the Court.

722.2 (3) The court shall, on the request of the individual making the statement, permit the individual to present the statement by (a) reading it; (b) reading it in the presence and close proximity of any support person of the individual’s choice; (c) reading it outside the court room or behind a screen or other device that would allow the individual not to see the offender; or (d) presenting it in any other manner that the court considers appropriate.

If you would like to read your statement, you should check the box on the form indicating “I would like to present this statement in court”.

The Community Impact Statement must be written on the Community Impact Statement form and returned to your local Victim Services office. As you are writing and signing the form on the behalf of a community, your first and last name and your relationship to the community and/or crime should be printed clearly in the space provided on the form and it must be signed and dated twice. The Victim Services office will file the statement with the Court. Once it has been filed with the Court, it cannot be taken back.

If you write your statement before the accused person is found guilty and/or there is a long period between filing the Community Impact Statement with the Court and the offender’s sentencing hearing, please consult with the Victim Services office if you want to ask about updating your statement.

If you have not talked with a Victim Services Officer with the Department of Justice Victim Services and provided your contact information, it is important that you complete the section below and include this section when you submit the Community Impact Statement to Victim Services.

Name of Community Representative: _____ Date of Birth _____

Mailing Address: _____ Postal Code: _____

Home Phone #: _____ Cell Phone #: _____

Alternate Phone #: _____ Email Address: _____

Best Method to Contact: Email Mail Phone Okay to leave Voicemail? Yes No

If you do not know the name of the victim and the name of the accused and the date of the incident for the court case, please provide any other information that may help to identify the specific court case for which you are submitting the Community Impact Statement: _____