



The Justice Project, University of East Anglia Law School. Application Form

The Justice Project is based at the Law Centre at the University of East Anglia Law School (UEA).

It is a *pro bono* (meaning: free) service offered to people in England and Wales who say they are entirely innocent of a crime(s) for which they have been convicted. The Justice Project is run by Associate Tutor Louise Shorter who supervises work conducted by undergraduate students from the Law School.

The Justice Project is funded by the University of East Anglia to provide hands-on experience to students to work on potential criminal appeals. In collaboration with Project leaders and external experts, students assess applications and, in a small number of cases, agree to undertake detailed work on behalf of applicants (clients) to explore whether new investigations might identify a future ground of appeal. If new work is identified the Justice Project's aim is to have that work completed and, if appropriate, support the client in making submissions for a new appeal to be heard.

If you are currently unable to access active legal advice and you are trying to get your criminal conviction quashed and you would like the support of the Justice Project, please complete the form below.

Section 1 – Eligibility

Were you convicted in a Crown Court in England or Wales?

Answer yes or no

If you answered yes please continue. If you answered no, you cannot apply to the Justice Project.

Section 2 – Personal Details

Your full name including any middle names

Your prison number

Your current address

Is there a family member or friend we can speak to about your case. If so please provide their name and the best way to contact them including email address and phone number if possible

Answer yes or no

Section 3 – The Conviction

Your index offence. What have you been convicted of?

Do you say you are innocent of these crimes?

When were you convicted?

In which court were you convicted?

What sentence did you receive?

In the space below please describe the prosecution case against you at trial and your defence case. Write on the back of this sheet if you need more space.

If possible please provide a copy of the Trial Judge's Summing Up or a transcript of the Agreed Facts from the trial or some other document such as the Case Summary or the Prosecution Opening Statement which has been produced by the court that sets out the arguments at trial. Send copies of paperwork only. Do not send your only original as we cannot guarantee safe return.

If you do not have a copy of this paperwork, who has it?

Previous Convictions

Provide details of all previous convictions:

Section 4 – Lawyers

Please provide:

The name and contact details for your trial lawyers

The name and contact details for your current lawyers

The names and contact details for any additional lawyers you have had, indicating when they acted for you

Section 5 – Appeal

Have you already appealed against your conviction?

If so, please provide dates and details of the outcome

Please provide a copy of the Appeal Judgment or decision from the single Judge.

Have you applied to the Criminal Cases Review Commission?

If so please provide a copy of their Statement of Reasons or a copy of their most recent letter to you

Section 6 – What do you want us to do?

What new work do you think we could do to help you?

Section 7 – Your permission

By submitting this form, you will be sharing your personal data with the University of East Anglia, a registered data controller. UEA uses the information you provide on this form to investigate whether a miscarriage of justice has occurred and is permitted to do so when you have freely given your informed, specific consent.

Some of the information you provide may constitute sensitive personal data such as information about criminal convictions, race or disability or about your health, such as psychological assessments prepared for the proceedings which led to your conviction. UEA uses the sensitive personal data you provide on this form to help consider the evidence in your case. Where we do collect your sensitive personal data, we will either have obtained your explicit consent or there will be a substantial public interest reason with a basis in law.

The personal data you provide will be shared with staff and students on the Justice Project at UEA in order to investigate whether a miscarriage of justice has occurred. We may also share your data with experts who can assist with your case, and where we intend to do this we will first obtain your consent, and we will ensure that they manage your data securely. It will not otherwise be shared unless required by law.

UEA will always store your personal data safely and it will only be kept for as long as it is necessary for the purpose it was collected. The personal data you provide in this form will be retained for one year and then securely destroyed, unless we are still working on your case. If we are still working on your case we will delete it at the end of the academic year following the year in which we stop work for you.

You have the right to request access to object to, and withdraw your consent to, the processing of your personal data. If you have concerns or queries about the protection of your data, please contact dataprotection@uea.ac.uk. For further information on how we may use your data, who it may be shared with, please refer to the privacy notice on our Clinic website.

Please provide your consent and confirmation that the information provided on this form is accurate. This must be signed by the prisoner applicant, not a representative.

Signed

Date

What will happen next?

Please send this completed, signed form & any accompanying paperwork to:

Via email to: justice.project@uea.ac.uk

Or in the post to: **The Justice Project, The Law Clinic, University of East Anglia, Norwich Research Park, Norwich, Norfolk, NR4 7TJ,**

Your application will be assessed in order to determine whether there is advise and support this project can offer you. You will receive written notification either way as soon as possible.
