



DISTRICT COURT OF THE VIRGIN ISLANDS

Announces upcoming

Attorney Training for the CJA eVoucher Program

These sessions will provide a working knowledge of the eVoucher system through the use of various scenarios as well as quick reference guides and review the CJA eVoucher Attorney User Manual Release 5.1.

Training Objectives

- Describe the CJA20 Voucher and explain the submission, review, and approval process.
- Identify key points related to the compensation and expenses of the appointed counsel.
- Identify key points related to the authorization and payment of experts/service providers.
- Discuss key issues related to the submission, review, and approval of CJA vouchers.
- Discuss attorney case compensation maximums and the need for prior approval.
- Identify reimbursable expenses and non-reimbursable expenses.
- Discuss the required supporting documentation for each voucher submission.

Attorneys may bring two additional staff members to the training sessions. 1.5 hours CLE is being offered to all attorneys.

TRAINING SCHEDULE	
St. Croix	St. Thomas
<ul style="list-style-type: none">➤ Thursday, March 22, 2018 @ 10:30 a.m. Jury Assembly Room District Court of the Virgin Islands 3013 Estate Golden Rock, Lot 13 St. Croix, Virgin Islands 00820	<ul style="list-style-type: none">➤ Friday, March 23, 2018 @ 10:30 a.m. Jury Assembly Room District Court of the Virgin Islands 5500 Veterans Drive St. Thomas, Virgin Islands 00802

To register, please send an email expressing your interest in participating, the number of participants and the location you will be attending.

Register by March 16, 2018

E-mail: finance@vid.uscourts.gov