

Special Victim Counsel Programs (Current) – Structure and Organization

	FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
Number of SVCs and Locations	Not Addressed in FY14 NDAA	70-75 active duty SVCs 47 ARNG 70 Reserve 37 Installations world-wide Support staff assigned as needed.	28 SVCs and 10 paralegals 22 locations world-wide.	31 Navy VLC 10 active duty Yeomen 23 Installation offices	13 active duty USMC VLC, 2 Reserve 1 Activated Reserve (1 yr) 2 active duty auxiliary VLC 9 paralegals (civ) Includes 4 regional VLCs (O-4) 11 VLCO offices	5 USCG SVC 17 collateral duty SVC 2 support personnel. 2 SVC offices
Caseload	Not Addressed in FY14 NDAA	From 11/1/13 – 7/1/14 1099 Clients 5746 Counseling Sessions 1321 Interviews & Pre-trial Meetings	As of 10/1/14 – 624 Clients 166 CM attended 200 Article 32 Hearings Attended 1656 Interviews Avg. 20 cases/SVC	As of 09/20/14 719 Clients 341 MilJus Proceedings 808 Outreach Briefs 23,967 Personnel briefed	From 11/1/13 – 9/30/14 682 Clients (all crimes) 438 of those were sexual assaults	EOC: Average 3- 6 cases per attorney. • Trend: Average 3 SVC requests a week, the rise in Art. 120 prosecutions has resulted in a rise in SVC requests.
SVC - Reporting Structure	Service TJAGS are responsible for the establishment and supervision of individuals designated as Special Victims' Counsel. §1716(a)(1)(e)	Supervisory Chain of Command: 1) Installation Staff Judge Advocate (SJA) 2) Deputy SJA 3) Installation Legal Assistance Chief 4) SVC/ Legal Assistance Counsel SVC Program Manager (O-6) is the technical advisor and the supervisor for professional responsibility per AR 27-26.	Supervisory Chain of Command: 1) AF TJAG 2) AF Legal Operations Agency Commander 3) Community Legal Services Director (oversees 3 Divisions that provide legal assistance) 4) SVC Program Chief 5) SVC 6) SV Paralegal	Supervisory Chain of Command: 1) Navy JAG 2) CDR, Naval Legal Service Command 3) Chief of Staff, VLCP 4) Deputy Chief of Staff, VLCP, 5) Regional OIC VLC (5) 6) VLC	Supervisory Chain of Command: 1) SJA to CMC 2) OIC, VLCO (O-6) 3) Deputy OIC 4) Regional VLC 5) VLC CMC – Commandant of the Marine Corps	Supervisory Chain of Command: 1)Deputy JAG 2)Program Manager (GS-15) 3)Branch Chief (O-4)(West Coast office only) 4)SVC (O-3)
SVC - Screening and Selection Process	SVC must meet the qualifications specified in 10 U.S.C. 1044(d)(2); and be certified as competent to be designated as a Special Victims' Counsel by theT JAG of the armed force in which the JA is a member or by which the civilian attorney is employed. § 1716(a)(1)(d)	Special Victim Counsel are legal assistance attorneys who are appointed based on their maturity and judgment. Special Victim Counsel are nominated by their SJA and certified by the TJAG. 3 of the current SVCs requested the assignment.	Active duty JAs – routed through chain of command, vetted by SVC Program Chief, and selected by TJAG. Criteria: 1) CM experience, 2) other litigation exp., 3) empathy, 4) work well with others, 5) high ethical standards, 6) leadership, 7) personal desire to be SVC.	Navy VLC are selected based on desire to be a VLC, experience level, professional maturity, and interpersonal skills. JAG of the Navy personally approves every candidate. Over 90% of current VLC requested assignment	VLCO conducts a screening process of the JA by reviewing their biography and Official Military Personnel File (OMPF) to determine experience and temperament for the position Billetts are not assigned on a volunteer basis.	Selection based on combination of volunteers and those selected during the normal assignment process, based on officer input and the needs of the service. Over 90% of current VLC volunteered for the position.
SVC Training	Services must implement in-depth and advanced training for all military and civilian attorneys providing legal assistance to support victims of alleged sex-related offenses. § 1716(b)	Army SVC Course is offered at The Judge Advocate General's Legal Center and School (TJAGLCS) at Charlottesville, VA	USAF SVC Course is offered at Maxwell AFB, Montgomery, AL. SVC training is continuously supplemented through internal training,, and with external training opportunities	VLC trained at Navy, USAF, and Army SVC courses. The Navy does not have a regularly scheduled VLC training program at this time.	USMC VLC attend Army and USAF SVC training courses. Additionally, the OIC, VLCO conducts an annual organization-wide training event	The Coast Guard does not have an independent SVC training program. SVC have attended the training courses offered by the Army, Navy, and Air Force.

Special Victim Counsel Programs (Current) – Victim Services Comparison

	FY14 NDAA §1716	USARMY	USAF	USNAV	USMC	USCG
SVC–Mission & Scope of representation	The Secretary concerned shall designate legal counsel (to be known as ‘Special Victims’ Counsel’) for the purpose of providing legal assistance to military victims of sexual assault.	Represents victim’s best interests even if not aligned with those of the U. S. or the accused. May advocate a victim’s interests to civilian prosecutors and others, but not in civilian court. Cannot advocate to the Dept of Veterans Affairs or represent a victim in the disability evaluation system.	Help victim understand investigation and military justice processes; protect victim’s rights under the UCMJ; empower victim; assist with state and federal victim compensation and restitution; advocate a victim’s interests to civilian prosecutors and others, but not in civilian court.	Provide independent legal counsel to eligible sexual assault victims; to represent them during investigation and military justice process; advocate on behalf of victim to authorities; protect victims’ rights; assist with personal civil legal matters and obtaining benefits.	Assist eligible victims of crime ; advise victims of their rights under the UCMJ; represent victims at military justice proceedings.	The SVC assists the member in negotiating the legal process and ensures the victim understands their rights and feels respected and included in the process.
SVC–Who is eligible for services?	Service Secretaries shall designate legal counsel (to be known as ‘Special Victims’ Counsel’) for the purpose of providing legal assistance to an individual eligible for military legal assistance under 10 U.S.C. §1044 who is the victim of an alleged sex-related offense, regardless of whether the report of that offense is restricted or unrestricted.	All active duty, Army Reserve & ARNG in Title 10 status, minor and adult dependents. Victims in other Services (and dependents) only if perpetrator is Army member.	All active duty, AF Reserve in Title 10 status, minor & adult dependents. Victims in other Services (and dependents) only if perpetrator is AF member.	All active duty and Navy Reserve sexual assault victims in Title 10 status. Adult and minor dependents, retirees and other Service members only if perpetrator is Navy member. Some overseas DON civilians. Other Reserve personnel may be eligible on a case-by-case basis	All active duty, MC Reserve in Title 10 status, adult and child dependents. Available to victims of ALL crimes under the UCMJ, not limited to sexual assault.	All active duty CG and Reserve members in Title 10 status, adult & minor dependents who are victims of sexual assault.
When is a victim eligible for an SVC?	Upon report of an alleged sex-related offense or at the time the victim seeks assistance from a SARC, SAPR VA, MCIO, VWL, a trial counsel, a healthcare provider, or any other personnel designated by the Secretary concerned for purposes of this subsection.	At first contact, SARC, VA, FAP, MCIO, VWL, or legal office personnel must inform victim of the availability of SVC services. SVC must consult with victim within 24 hours of victim’s request.	At first contact, SARC, VA, FAP, MCIO, VWL, or legal office personnel must inform the victim of the availability of SVC services. Victims may contact SVC offices directly. SJA or SARC/FAP must provide SVC contact info to victim w/in 48 hours of initial request.	Victim must be informed by SARC, VA, VWL, MCIO or trial counsel that they have a right to a VLC.	Upon seeking assistance from a SARC, VA, FAP, MCIO, VWL, or trial counsel, all eligible persons who are victims of sexual assault must be informed of and given the opportunity to consult with a VLC.	When victim of sexual assault makes a report, they are notified through the SARC that they are eligible for a SVC. SVC contact info will be provided to the victim by the SARC and victim may initiate contact.
SVC–Duration of Relationship	Not addressed in FY14 NDAA	Representation ends at initial action by the General Court-Martial Convening Authority (GCMCA) or when client determines services are no-longer required. Transfer of counsel coordinated by SJA. Victim will be consulted throughout the process.	SVC-client relationship terminates when case disposition is complete. SVC remains the counsel for all matters relating to the sexual assault, unless released by the victim.	The VLC-client relationship continues until victim releases the VLC; the legal aspects are concluded (after a disposition decision is made); after action is taken on the findings and sentence by the Convening Authority; or one of the parties transfers to a new duty station or terminates military service.	Complete when the convening authority has taken action in the case; unless the case is resolved sooner. Ends if VLC reassigned or discharged/retired (new VLC will be assigned)	
SVC–Post-trial Role	Authorized to provide legal consultation in any proceedings of the military justice process in which a victim can participate as a witness or other party.	Assist the victim with post-trial submissions to include victim impact statements.	Post-Trial - matters submitted to CA; Clemency and Parole Boards; assist with victim impact statements		Post-trial assistance will be evaluated on a case-by-case basis.	
SVC–Collateral Misconduct	Authorized to provide legal consultation regarding collateral misconduct related to the SA and the victim’s right to seek military defense services.	SVC will refer the victim to the U.S. Army Trial Defense Service (TDS). <i>(note: Army scope of representation letter includes the language that SVC may “represent” client for collateral misconduct with nexus to sexual assault.)</i>	An SVC may represent an AF victim for collateral misconduct if it has a direct nexus to the sexual assault, with the victim’s consent.	VLC provides limited personal representation advice. May advocate on the victim’s behalf to military authorities and with the defense counsel to protect the victim’s rights and interests.	VLC will refer victims to defense services. VLC may advise victim on legal options such as seeking testimonial or transactional immunity.	

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
Oversight and Goal of the SVC Programs						
GOAL of SVC/VLC Program RFI Q19(c)	SecDef 14 Aug 14 Memo: provide legal advice and representation to the victim throughout the justice process” with an initial operating capability not later than 1 November 2013, and fully established program by 1 January 2014.]To empower victims fostering victims’ understanding of the military justice process and aiding each victim with the legal assistance needed to allow full participation in applicable programs and services and the military justice processes. (Army SVC Handbook, 1 Nov, 2013, Fundamental Principles for SVC Program)	1.To provide victims with the peace of mind of having independent representation by a licensed attorney 2. To build and sustain victim resiliency 3. To empower victims 4. To increase the level of legal assistance provided to victims. (RFI Q#19(c), USAF Rules of Practice and Procedure, 1 Jul 13)	To provide independent legal counsel to eligible sexual assault victims. (Memo from CLSC to DoD SAPRO, 3 Jun 14) enclosure Q19_USN_A	1. To fully inform victims of their rights and to safeguard these rights throughout the military justice process 2. To increase victim confidence to come forward to report crimes. 3. To assist victims to effectively engage the court-martial process without being re-victimized. (RFI Q#19(c), USMC encl 19.6, 19.7)	To empower the victim with knowledge of the criminal justice system and to ensure the victim understands his or her rights in that system; to promote increased reporting of sex-related offenses by reducing barriers, fears, and anxieties about the military justice system and other legal processes; and to provide an advocate who will voice the victim’s concerns in the process, thereby strengthening support to our military victims. (See USCG attachment 10)
Governing Regulations	FY14 NDAA section 1716 Aug 14, 2014 SecDef Memorandum DoDI 1030.02 (when revised)	Army Directive (AD) 2014-09 (will be incorporated into AR 27-3) Army Directive (AD) 2014-23 TJAG Policy Memo #14-01, Nov 1, 2013 SVC Information Paper, May 30, 2014 SVC Information Paper, Sep 25, 2014	AFGMI to AFI 51-504 , <i>Legal Assistance, Notary, and Preventive Law Programs</i> , 24 Jan 13	VCNO Letter , <i>Establishment of Navy Victims’ Counsel Program</i> , 14 Aug 13 TJAG “From the Flags” Notice, <i>Navy Victims’ Legal Counsel (VLC) Program</i> NAVADMIN, 15 Apr 14	MARADMIN 583/13 , <i>Victims’ Legal Counsel Organization</i> , 31 Oct 13	Enhanced Operational Capability (EOC) CONCEPT OF OPERATIONS, SVC Program, 13 Jan 2014
Handbook/ Procedures	Not Addressed in FY14 NDAA or by DoD	SVC Handbook – Nov 1, 2013 Edition	SVC Rules of Practice and Procedure , 1 Jul 2013	Navy VLCP is drafting a VLC Manual to govern operations, policies, and administration of the Navy VLCP which will be finalized by early Spring 2015. (RFI Q20)	MCO P5800.16A Ch7 , LEGADMINMAN, Legal Administrative Manual, 10 Feb 14	

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
<p>Program Oversight RFI Q19(i)</p>	<p>DoD does not oversee operation of or standards for Service SVC programs.</p>	<p>SVCPM will provide the technical supervision over the SVAs throughout our Corps, while the Chiefs of the Legal Assistance Offices will have day-to-day supervisory responsibilities related to the on-going legal assistance duties and SVAP duties. SVC PM reports directly to the Assistant Judge Advocate General for Military Law and Operations. He will manage the program A tracking system will be used to track SVCs and their workload.</p> <p>(Army SVC Handbook, 1 Nov 13, 8-2)</p> <p>SVCs will communicate their workload and schedule pertaining to SVC matters to their SJAs without violating attorney-client confidences. Additional discussions about the representation will comply with Rule 1.6 of the Army Rules of Professional Conduct for Lawyers.</p> <p>A SJA or equivalent whose command requires an SVC to travel to his or her installation is responsible for hosting and providing adequate administrative support to the traveling SVC. The Staff Judge Advocate will ordinarily host a traveling SVC through his or her legal assistance office.</p>	<p>AF SVC Program functional and policy oversight of SVCs is provided by the AFLOA, Community Legal Services Directorate, and SVC Program Division. SVCs report directly to the SVC Program Division Chief and, pursuant to AF policy, act independently of any other AF chain of command reporting structure. The SVC Division Chief also has oversight over the detailing process, which is executed at the regional level by SVC paralegal staff.</p> <p>The Trial Defense Division provides professional oversight of SVCs when they are representing their clients for collateral misconduct.</p>	<p>Navy VLCP leadership meet frequently with Victims' Counsel directors of the other services to share lessons learned, best practices, program documents, training opportunities, and policy updates.</p> <p>Group discussions and review often spark additional innovations and insight to improve VLC/SVC legal support for all military sexual assault victims.</p> <p>This team-based approach proved particularly useful in establishing the Navy VLCP, accessing available victim-support training, and vetting of initial VLCP policies, including our Scope of Representation Letter and Business Rules regarding expansion of services to child sexual assault victims.</p>	<p>Each Service is responsible for implementation, oversight, and coordination of individual Service programs.</p>	<p>Although no formal guidance has been developed, the service's SVC program manager attends regular meetings with the program managers from the other services.</p>

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
<p>Coordination, Meetings, and Best Practices</p> <p>RFI Q35(a),(c)</p>	<p>DoD does not oversee operation of or standards for Service SVC programs.</p> <p>However, the DoD Victim Assistance Leadership Council could provide a forum for the Services' senior leaders to share best practices concerning their respective SVC/Victims' Legal Counsel programs. <i>See generally</i> DoDI 6400.07, "Standards for Victim Assistance Services in the Military Community," at Enclosure 4 (November 25, 2013).</p> <p>RFI Q35(e)</p>	<p>The SVC Program manager communicates every six weeks with the other Services.</p> <p>Each Service takes a turn hosting the meetings. Previous locations include the Pentagon, Marine Corps Base Quantico and Andrews Air Force Base. The upcoming meeting will be held at the Marine Corps Barracks, Washington, D.C. Coordinated decisions are reached through group consensus.</p>	<p>The Services' SVC Chiefs/Program Managers collaborate on potential victim appeals and extend opportunities for each program to file amicus briefs in support of a particular issue. On a more formal basis, the SVC Chiefs/Program Managers meet monthly to address SVC program issues of common applicability. Individual SVCs at the installation level routinely collaborate with SVCs from the other Services who also serve within their geographic region.</p> <p>The SVC Program Chiefs/Managers of all the military services regularly communicate with one another via email and telephone to discuss SVC issues, exchange lessons learned, and share best practices.</p>	<p>Intra-service VLC/SVC meetings are held at least every two months and more frequently if warranted.</p> <p>Via group discussion and consensus. No Service VLC/SVC Program is formally bound by the policies of another, but all utilize the experience, innovations, and practices of the others, as appropriate, to improve their own operations.</p>	<p>The OIC, VLCO works closely with the leadership of other Service SVC programs to discuss emerging issues, best practices, and policy considerations. Coordination by email and telephone calls is continuous. Formal meetings among the leadership of Service SVC programs occur quarterly.</p> <p>Each Service makes independent decisions regarding its SVC program. VLCO is also aware that the Response Systems Panel recommended that Service Secretaries establish and disseminate collaborative materials and an inter-Service website for accessing materials and training, and VLCO is in support of this recommendation (Recommendation 50).</p>	<p>Meetings are held regularly.</p> <p>Generally, while each service provides input, services are free to reach their own decisions with respect to what training to provide and what procedures to implement.</p>
Organizational Structure						
<p>Organization Structure</p> <p>RFI Q21(d) RFI Q21(a) RFI Q19(a)</p>	<p>FY14 NDAA: Service TJAGS are responsible for the establishment and supervision of individuals designated as Special Victims' Counsel.</p> <p>§1716(a)(1)(e)</p>	<p>Supervisory Chain of Command:</p> <ol style="list-style-type: none"> 1) Installation Staff Judge Advocate (SJA) 2) Deputy SJA 3) Installation Legal Assistance Chief 4) SVC/ Legal Assistance Counsel <p>SVC Program Manager (O-6) is the technical advisor and the supervisor for professional responsibility per AR 27-26.</p> <p>(TJAG Memo #14-01(7),(8), 1 Nov 13)</p>	<p>Supervisory Chain of Command:</p> <ol style="list-style-type: none"> 1) AF TJAG 2) AF Legal Operations Agency Commander 3) Community Legal Services Director (oversees 3 Divisions that provide legal assistance) 4) SVC Program Chief 5) SVC 6) SV Paralegal 	<p>Supervisory Chain of Command:</p> <ol style="list-style-type: none"> 1) Navy JAG 2) CDR, Naval Legal Service Command 3) Chief of Staff, VLCP 4) Deputy Chief of Staff, VLCP, 5) Regional OIC VLC (5) 6) VLC <p>Enclosure 19: VLC Organization Chart.</p>	<p>Supervisory Chain of Command:</p> <ol style="list-style-type: none"> 1) SJA to CMC 2) OIC, VLCO (O-6) 3) Deputy OIC 4) Regional VLC 5) VLC <p>Enclosure (9) VLCO Organizational Chart</p>	<p>Supervisory Chain of Command:</p> <ol style="list-style-type: none"> 1) Deputy JAG 2) Program Manager (GS-15) 3) Branch Chief (O-4)(West Coast office only) 4) SVC (O-3) <p>In the East Coast office, the 2 O-3s report directly to the GS-15 program manager.</p>

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
<p>Rationale for Organizational Structure RFI Q21(d)</p>	<p>The FY 14 NDAA leaves it to the TJAGS to establish the programs and structure.</p> <p>§1716(a)(1)(e)</p>	<p>SVC are employed as both SVC and Legal Assistance Counsel, and a significant portion of their workload includes Legal Assistance. This process allows our SVCs to serve the largest number of clients, both Legal Assistance and Military Justice. A stove pipe structure would require SVCs to serve in supervisory roles, limiting the number of clients they could assist.</p>	<p>No mention of rationale in RFI 21(d) response.</p>	<p>Allows VLC OICs to monitor and support the operations of their subordinates while ensuring standardized program policies are implemented in their regions. This organizational structure is in line with other primary legal support missions including Navy legal assistance, defense counsel services, and government/trial counsel services. The Navy VLCP operates independently of other legal services. This structure allows the greatest utilization of VLCs, and the most efficient use of the respective OIC's knowledge and experience. Under this model, the VLC program is better able to utilize assets within established regions.</p>	<p>The VLCO is functionally independent and under the operational control of the OIC, VLCO. The rationale for this structure is that the VLCO and all VLC must be independent of unlawful pressure and influence and therefore are autonomous. A Marine VLC must exhibit unfettered loyalty and professional independence in representing his or her client, and is ultimately responsible for acting in the client's best interest. A Marine VLC's primary duty is to provide zealous, ethical, and effective representation to Marines and other eligible victims</p>	<p>Given the number and location of Coast Guard courts-martial, this structure provides optimal support and oversight while minimizing the expected amount of travel.</p>
<p>Protection of SVC/VLC from Retaliation RFI Q27</p>	<p>DoD: There do not appear to be any responsive documents issued at the DoD level.</p>	<p>Because Chiefs of Legal Assistance are adept at supervising attorneys who represent clients whose interests are sometimes adverse in nature to the unit commanders, it is natural to have them also supervise SVCs who also advocate for their clients.</p> <p>Special Victim Counsel can contact the SVC Program Manager independent of the Chief of Legal Assistance or the SJA if any issue concerning adverse career impact or retaliation arises.</p> <p>To date the program has not received any reports of retaliation or adverse career impact from any Active Duty or Reserve Component Judge Advocates.</p>	<p>SVCs may raise lower level concerns that do not rise to retaliation or reprisal to the SVC Program Chief, who can address issues through the chain of command.</p> <p>SVCs are protected from retaliation or adverse career impact through utilizing the Inspector General complaint resolution process detailed in AFI 90-30, <i>Inspector General Complaints Resolution</i>, if an SVC believes that he or she has been subject to reprisal for acts performed within his or her official duties. Reprisal is a violation under federal law, 10 U.S.C. § 1034, DoDD 7050.6, and may result in disciplinary action of offenders under the UCMJ or administrative/personnel actions.</p>	<p>VLC are protected by the same guidance that prohibits retaliation or reprisal for every other Service member.</p> <p>Additionally, Navy and JAG Corps leadership consistently convey the importance of the program and thereby sending a message VLCs are performing a critical duty. Since the VLC Program is less than a year old, there is no data available from promotion boards to suggest any adverse career impact from assignment as a VLC.</p> <p>Promotion board results will be tracked, for VLC consistent with reviews of other specialty areas, such as Environmental Law, and Professional Development Officers.</p>	<p>The autonomous and independent supervisory chain of the VLCO was established to protect VLC/SVC from retaliation or adverse career impact.</p> <p>Performance evaluations are written in accordance with standard Marine Corps practice by the Reporting Senior and Review Officer in the VLCO chain.</p>	<p>In accordance with Article 37, UCMJ, and R.C.M. 104, only panel members and defense counsel are explicitly protected from retaliation as a result of their work in the military justice system.</p> <p>However, SVCs are afforded inherent protections in the Officer Evaluation Report system that safeguard all officers from retaliation as a result of their professional duties.</p>

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
-------	---------------	--------	------	-------	------	------

Current Program Staffing Data						
Current Authorized SVC Billets RFI Q22(a)	Not Addressed	The SVC Program is need based. Currently there are zero permanent SVC billets.	In FY14 there were 35 billets for SVCs	There are currently 30 judge advocate and 10 Enlisted Yeoman billets authorized for the VLC Program.	The Marine Corps VLCO is authorized 15 judge advocates (including the OIC and Deputy OIC) and 9 support personnel, as per the Marine Corps Table of Organization (T/O).	A total of 7 full time attorney positions (a GS-15, O4, and five O3s) and two support personnel (a Yeoman and a GS-8) are authorized. There are also 17 collateral duty Special Victims' Counsel.
SVC Management Staff RFI Q19(a)	Not Addressed	O-6 Program Manager	O-6 Division Chief GS-14 Associate Chief E-7 SV Paralegal Mgr	O-6 Chief of Staff O-5 Deputy Chief of Staff	O-6 Officer in Charge (OIC) O-5 Deputy OIC	GS-15 Program Manager O-4 Branch Chief
Number of SVCs	Not Addressed	As of 6/2014 70-75 - Active Component 70 - USAR 47 - ARNG (30 May 14 Info Paper)	As of 7/31/14 28 USAF SVCs (RFI #19a)	31 Navy VLC (RFI #19a)	13 Active Duty VLC 2 Reserve JAs are assigned to the Individual Mobilization Augmentee (IMA) Detachment. 1 Reserve JA serving on one-year Active Duty Orders. 2 Active Duty JAs serving in other primary billets are trained and available as Auxiliary VLC (AVLC) (RFI #19a)	5 USCG SVC 17 collateral duty SVC
Number of Support Staff RFI Q21(c)	Not Addressed	Support staff assigned by local SJA, as well as the Legal Assistance Policy Division, OTJAG and the SVC Program Manager.	10 Special Victims Paralegals (RFI#19a)	10 Active Duty Yeomen assigned to significant case concentration areas. (RFI #19a)	9 Support personnel (RFI #19a)	2 support personnel 1 Yeoman and 1 GS-8 (RFI 22(a))
Caseload	Not Addressed	From 11/1/13 – 7/1/14 1099 Clients 5746 Counseling Sessions 1321 Interviews & Pre-trial Meetings (30 May 14 Info Paper)	As of 10/1/14 – 624 Clients 166 CM attended 200 Article 32 Hearings Attended 1656 Interviews Averaging 20 cases/SVC	As of 09/20/14 719 Clients 341 MilJus Proceedings 808 Outreach Briefs 23,967 Personnel briefed (Enclosure A)	From 11/1/13 – 9/30/14 682 Clients (all crimes) 438 of those were sexual assaults (12/4/14 email from OIC, VCLO) (USMC is currently compiling additional statistics)	<ul style="list-style-type: none"> • FOC: Projected standard caseload = 20/25 cases per attorney. • EOC: Average 3- 6 cases per attorney. • Trend: Average 3 SVC requests a week, the rise in Art. 120 prosecutions has resulted in a rise in SVC requests.

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
SVC Duty Term	Not Addressed	no less than one year, not more than two years (TJAG Policy Memo #14-01(5), 1 Nov 13)	2 Year term RFI Q22(c)		The Marine Corps policy is that VLC serve for a minimum of 18 months before being reassigned.	
SVC Staffing Methodology RFI Q21(b)	Not Addressed	Individual SJAs determine the number of SVC required for their installation and assign Judge Advocates to those positions. The SVC Program Manager provides assistance to SJAs in making those determinations.	In determining placement of the offices, the SVC Program assessed the current client case load for each base, proximity to commercial transportation hubs and historical military justice averages to determine optimum office locations. Based on this analysis, the AF is currently in the process of moving 13 SVC offices to better meet the demand for the program.	The initial manning of the VLCP was based on analysis of sexual assault reports and historic military justice data establishing the number of sexual assault related charges and prosecutions across naval installations. VLC were then placed proportionally to meet anticipated mission demand from sexual assault victims. Navy VLCP and Navy JAGC leadership consistently monitor actual demand to ensure manning and placement are adequate.	The Marine Corps VLCO was originally established based on a rough estimate of the anticipated demand for VLC services, and was approved by the Assistant Commandant of the Marine Corps. As the program moves forward, the demand signal will be evaluated and requests for additional billets on the Table of Organization (T/O) will be made as needed.	The Coast Guard monitors the total number of pending sexual assault cases and total number of victims, and generally has a goal that the ratio not exceed thirty-five clients per SVC. To facilitate both East and West Coast cases, offices exist both in Arlington, Virginia and Alameda, California.
SVC Offices RFI Q21(c)	Not Addressed	37 SJA Offices that house SVCs in the Active Army.	19 SVC Offices on bases worldwide (as of Sept 2014) Will increase to 25 SVC offices with SVC positions in:	23 VLC Offices onboard Naval Installations around the world:	There are 11 VLCO offices including the headquarters element.	2 SVC Offices – East Coast – Arlington, VA West Coast Satellite (Alameda, CA)

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
<p>SVC Program Policies in Joint and Deployed Environments</p> <p>RFI Q38</p>	<p>Not Addressed in FY14 NDAA or by DoD</p>	<p>Special Victim Counsel provide the same services to Soldiers in joint and deployed environments as those on Army Installations.</p> <p>The Army currently has 2 SVCs in Kuwait and 1 SVC in Afghanistan.</p> <p>Joint Bases such as Joint Base Henderson Hall-Myer have SVC either assigned to the installation Legal Assistance Office or SVC services are provided in coordination with another Service or installation.</p> <p>There are no uniform policies and procedures for SVC in joint environments.</p>	<p>Air Force SVCs operating in joint environments have not experienced significant differences in practice when interacting with the MCIOs, TC, DC, or military judges and report that practice is generally consistent with their practice within the AF. The SVCs and VLCs in the National Capital Region (NCR) have conducted meetings to encourage joint collaboration. Similarly, the SVCs and VLCs in Europe have conducted a joint conference call to introduce one another and discuss differences in each program. Both the Europe and NCR SVCs/VLCs utilize email distribution lists for frequent communication. There are no uniform policies and procedures for SVCs in joint environments. AF SVCs operating in sister service courts-martial report that no written policies and procedures were provided by the court or trial counsel. Typically, the AF returns complex cases to the subject's home station pre-preferral. As a result, only 1 AF SVC has operated in the deployed environment. His experience was with the Navy and in the context of an Article 32 investigation. The SVC reports that there were no significant differences with the investigative and Article 32 processes.</p>	<p>Service VLC and SVC communicate routinely in joint environments and refer victims to the appropriate VLC or SVC provider. Navy continues to strengthen support to Sailors who are deployed in unfamiliar surroundings, initiating a program to assign trained and certified professionals as Deployed Resiliency Counselors (DRC) to our largest ships, aircraft carriers (CVNs) and amphibious assault ships (LHAs/LHDs). DRC are credentialed clinical counselors that can assist or provide support to Sailors who are coping with or suffering from common life events, common life stressors, and discrete traumatic events, to include sexual assault. This initiative extends the reach of Navy's resiliency programs to 30 deployed commands and allows a "warm hand-off" to shore services provided by the SARC, VA, and FAP case worker when the Sailor returns to homeport. Navy VLC work closely with DRC to assist victims remotely via telephone, email, or video-teleconferencing, until or unless the victim is transferred to a naval installation with a VLC.</p>	<p>There are no VLCO offices physically located in joint or deployed environments. However, VLCO services are available from the VLCO office supporting their unit. Every Marine, no matter where stationed or deployed, falls within one of the four VLCO service regions.</p>	<p>Coast Guard SVCs have not operated in a joint or deployed environment to date.</p>

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
<p>Anticipated SVC Billets for FY15 – FY 17 RFI Q22(b)</p>	<p>Not Addressed</p>	<p>In FY 16 the SVC Program will receive 23 authorizations on the OTJAG Table of Distribution and Allowances (TDA) and it is anticipated that in FY17 the SVC Program will receive 24 Modification Table of Organizational Equipment (MTOE) authorizations.</p>	<p>On 1 Oct 2014, 5 billets were added to bring the total to 40 (as well as one additional billet from Air Force Reserve Command). As of 31 January 2015, 33 of the 40 billets will be filled. The remaining 7 billets are expected to be filled in the Summer 2015 assignment rotation. On 1 April 2015 there is the potential for another 5 billets to be added, to bring the total to 45 SVC billets. The JAG Corps does not currently project adding SVC billets in FY16 or FY17, but this could change as the Air Force has additional time to assess the Special Victims' Counsel workload and as the program's purview continues to expand.</p>	<p>In FY15 there will be 31 judge advocates and 10 Enlisted Yeoman billets authorized for the VLC Program. In FY16 and FY17, a civilian will replace one judge advocate as the Deputy Chief of Staff for the VLC Program, reducing the number of authorized judge advocates to 30.</p>	<p>There is no current plan to increase the previously approved personnel structure.</p>	<p>The current billet structure is what is authorized through FY2017. If, now that the new full time billets are available, demand exceeds the capacity of the full time and collateral duty Special Victims' Counsel, the potential exists to revisit staffing and request additional resources.</p>
<p>Program Budget</p>		<p>The SVC Program has not been addressed in POM planning as of yet, but the SVC Program has addressed funding issues for FY15.</p>		<p>Navy estimated cost for program: \$672,751 for FY14 \$542,596 for FY15 \$619,691 for FY16 \$709,565 for FY17 \$725,690 for FY18 (CNLS Memo to DoD SAPRO, 3 Jun 14)</p>	<p>FY14 - \$164,000 (HQMC funded for supervision, training, gravel, and contingencies. FY14 - \$226,000 (DoD SAPRO funded for training and equipment) FY15 - \$164,000 (HQMC) FY15 - \$756,000 (requested from DoD SAPRO) FY16 - \$202,000 (requested from HQMC) FY16 - \$681,000 (requested from DoD SAPRO) RFIQ22(c)</p>	<p>Funding is built into the annual budget request for the Judge Advocate General and if demand for SVC services exceeds the budgeted amount there is an existing arrangement for the Judge Advocate General to obtain additional funds for military justice related expenses from the Assistant Commandant for Resources.</p>

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
<p>Long-Term Sustainment Plan</p> <p>RFI Q22(c)</p>	<p>Not Addressed</p>	<p>The Army will designate 47 MTOE and TDA slots as SVC across the Army.</p> <p>The SVC Program has not been addressed in POM planning as of yet, but the SVC Program has addressed funding issues for FY15.</p>	<p>The Air Force's long term plan is to sustain the program through assigning the "best qualified" judge advocates in the Air Force to these positions. The general rule is that an SVC will serve in that capacity for a two-year period, or as directed by The Judge Advocate General.</p> <p>Expanding requirements for the program will likely require additional resources, through Program Objective Memorandum (POM) and/or legislative channels. Funding has been provided across the Future Years Defense Program (FYDP) for travel, training, equipment and supplies.</p>	<p>All military VLC/SVC billets are currently funded through the Future Years Defense Program (FYDP). The civilian billet is funded beginning in FY16 through the FYDP. The JAG Corps will continually assess demand for VLC services to ensure the Navy has the right number of VLC in the right places to be responsive to victims' needs. Additionally, POM16 has provided NLSC with \$300K each year through the FYDP to support VLC travel, training, supplies, etc. in addition to the referenced civilian billet (and associated labor funds). CNLSC will request additional personnel and/or funding through the POM process as necessary.</p>	<p>The current plan is for the number of personnel and funding to remain the same. However, VLCO has been approved to hire eight GS-9 paralegal specialists in FY15 to replace all the enlisted Legal Services Specialists currently serving in supporting billets.</p> <p>The long-term plan for funding the program is to request a fixed budget in each year's POM cycle.</p> <p>The Marine Corps is currently evaluating whether additional personnel will be needed to staff the VLCO. After only one year, the eventual demand for VLC services is not fully known. However, based on apparent trends, the demand for VLC services is likely to grow.</p>	<p>The full time SVC positions are permanent positions designated for that role and the Coast Guard does not anticipate difficulties sustaining those positions. If workload indicates additional positions are needed, the Office of the Judge Advocate General is prepared to advocate for any additional positions based on data that would support and justify the request. Funding for the SVC program beyond personnel costs, both for full time and collateral duty SVCs, is centrally managed through the budget for the Office of the Judge Advocate General. Funding is built into the annual budget request for the Judge Advocate General and if demand for SVC services exceeds the budgeted amount there is an existing arrangement for the Judge Advocate General to obtain additional funds for military justice related expenses from the Assistant Commandant for Resources.</p>

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
-------	---------------	--------	------	-------	------	------

SVC/VLC Selection and Training

<p>SVC/VLC Selection Process RFI Q25</p>	<p>SVC must meet the qualifications specified in 10 U.S.C. 1044(d)(2); and be certified as competent to be designated as a Special Victims' Counsel by the T JAG of the Armed Force in which the JA is a member or by which the civilian attorney is employed. §1716(a)(1)(d)</p>	<p>Special Victim Counsel are legal assistance attorneys who are appointed based on their maturity and judgment. Special Victim Counsel are nominated by their SJA and certified by the TJAG.</p> <p>Three of the current SVCs requested assignment to the program.</p> <p>Appointed by SJAs. Not required to be selected from currently serving legal assistance attorneys. Should have trial or defense counsel experience. Regardless of experience, must have maturity and good judgment.</p> <p>(TJAG Policy Memo #14-01(5), 1 Nov 13)</p>	<p>This selection criteria includes, but is not limited to:</p> <ol style="list-style-type: none"> 1. court-martial experience (the number courts-martial tried; a breakdown of litigated, partially litigated, and guilty plea trials; 2. Other litigation experience (discharge boards, civil litigation, and prior litigation experience before joining the JAG Corps) 3. SVC unique qualities (the candidate's ability to be non-judgmental and empathize with victims). 4. Ability to work well with other agencies (SARCs, VAs, Mental Health providers, OSI, other counsel, guardians, etc.) 5. Ability to be grounded with the highest ethical standards; 6. Leadership qualities and other training; and 7. Personal desire to be an SVC. <p>These nominations by supervisors are routed through the functional chain of command and vetted through the SVC Program Chief. The Judge Advocate General then decides whether to assign the candidate to the position.</p> <p>All judge advocates recommended for SVC positions have been volunteers.</p>	<p>Navy VLC are selected based on desire to be a VLC, experience level, professional maturity, and interpersonal skills. All candidates have to be professionally recommended for the program. Interviews of potential VLC are conducted by the VLC Chief of Staff or Deputy Chief of Staff and the Judge Advocate General of the Navy personally approves every candidate.</p> <p>Over 90% of current VLC requested assignment to the program.</p>	<p>The Officer in Charge (OIC) of each Marine Corps Legal Services Support Section (LSSS) nominates judge advocates to the OIC, VLCO for Regional Victims' Legal Counsel (RVLC) and Victims' Legal Counsel (VLC). The OIC, VLCO conducts a screening process of the nominated judge advocate by reviewing their biography and Official Military Personnel File (OMPF) to determine military justice experience and temperament for the position. If the OIC LSSS and OIC VLCO cannot agree on a particular RVLC or VLC, then the matter will be forwarded to the SJA to CMC for resolution.</p> <p>All current VLCO personnel were selected by name and accepted assignment as directed. Billets are not assigned on a volunteer basis.</p>	<p>SVC selection is based on a combination of those volunteering for the assignment in response to a solicitation for interested judge advocates and selection for assignment during the normal assigned process, which is based on officer input and the needs of the service. Over 90% of the current SVCs volunteered for the assignment.</p>
---	---	---	--	---	---	--

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
<p>What Happens if SVC/VLC is a Bad Fit?</p> <p>RFI Q26</p>	<p>Not Addressed</p>	<p>An SVC may be removed from the program by either the SJA or the SVC Program Manager at their discretion. Since the program's inception only one SVC has been removed from the program.</p>	<p>Each candidate is consulted before being assigned to the position regarding his/her desire to become an SVC. The candidate's desire to serve is a factor weighed by the Professional Development Directorate and SVC Program Chief and normally results in the candidate not being assigned to the position by TJAG if the candidate does not want to serve in the position. The candidate's desire to serve is part of the consideration of whether the attorney is "best qualified." So far, the Air Force has not assigned a judge advocate to the SVC program who has expressed his/her disinterest in the position. Since the inception of the program, only one SVC was determined to be a poor fit and was reassigned upon that determination.</p>	<p>A judge advocate is not screened for the position if they do not want to be a VLC. The first question asked during the initial VLC interview is, why do you want to be a VLC? To date, one reserve VLC was not a good fit for the program and his orders were not renewed at the end of the first year.</p>	<p>Personal preference is taken into consideration with billet assignments, but the needs of the Service take priority. The OIC, LSSS and OIC, VLCO make the determination if a judge advocate is a good fit prior to assignment.</p>	<p>If a judge advocate is assigned to serve as an SVC and does not want the position or is not a good fit, that person would be shifted to another area of defense services, such as the office that handles physical disability claims. To date, this has not occurred within the Coast Guard's program.</p>
<p>SVC/VLC Training Requirements</p> <p>RFI Q19(g)</p>		<p>Completion of the SVC course is mandatory unless an exception is approved by the SVC PM. (TJAG Policy Memo #14-01(6), 1 Nov 13)</p> <p>Army SVC Course is offered at The Judge Advocate General's Legal Center and School (TJAGLCS) at Charlottesville, VA</p>	<p>Judge advocates and paralegals selected to serve as SVCs and SVPs must successfully complete an approved SVC training course either prior to or as soon as practicable after assuming their positions. SVC training is continuously supplemented through internal training, other formal courses within the Air Force, and with external training opportunities</p> <p>USAF SVC Course is offered at Maxwell AFB, Montgomery, AL,</p>	<p>VLC trained at Navy, USAF, and Army specialized courses, focusing on victims' rights, victim support, victim recovery, and victim advocacy. Each VLC attended one of the week-long courses. Continuing education is ongoing through attendance at specialized sexual assault training courses, intra-VLC communication and collaboration on a collective VLC Sharepoint website, and through regularly scheduled group training via video-teleconferencing. The Navy does not have a regularly scheduled VLC training program at this time.</p>	<p>VLC attend Army and USAF SVC training courses.</p> <p>Additionally, the OIC, VLCO conducts an annual organization-wide training event. Regional Victims' Legal Counsel, Deputy OIC and OIC, VLCO, and civilian subject matter experts provided instruction on recent developments in case law, statutes, and regulations impacting representation of victims</p>	<p>SVC have attended the training courses offered by the Army, Navy, and Air Force.</p>

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
Service SVC/VLC Training Course Standards RFI Q19(h)	Not Addressed	SVC Program Manager (PM) in coordination with The Judge Advocate General's Legal Center and School (TJAGLCS), the Criminal Law Division and the Legal Assistance Policy Division, will determine training requirements and develop and administer a training program.	The SVC Course Master Curriculum Plan was designed by the Air Force Judge Advocate General's School. (Atch 19.8)	Navy VLC must complete a specialized training and certification course focusing on victim rights, victim advocacy, and special issues affecting sexual assault victims.	There is not a prescribed standard for SVC training courses; the curriculum generally includes the following: victimology, neurobiology of trauma, cognitive biases, behavioral aspects of victims, ethics, protecting victim privacy, legal representation of victims, Military Rules of Evidence, client intake exercises, and arguing motions on victim issues.	The Coast Guard does not conduct their own internal training course and accordingly does not have its own course guidelines or standards. Additionally, the program is developing on-the-job training through the establishment of personnel qualification standards.
Total SVC/VLC Certified to Date RFI Q28(a)	Not Addressed	327 personnel trained with TJAGLCS resources 123 Army Active Duty 79 Army NG 87 Army Reserve 3 Civilian 12 USCG 5 USMC 3 USN (Enclosure 11)	121 Active Duty JAGs 14 Air National Guard JAGs. USAF/ANG – 120; US Navy – 24; USMC – 40; US Army / ARNG – 12; US Coast Guard – 5. (RFI 33)	32 VLC including all current counsel and a Reserve VLC who returned to his civilian employment after a year of VLC assignment. 4 USMC VLC and 5 USCG SVC attended the Navy VLC Course in January 2014.	20 of 21 VLC attended SVC training at the Air Force JAG School, TJAGLCS, or Naval Justice School. One reserve judge advocate assigned to the IMA Detachment in October 2014 has not yet attended one of these courses, but did attend the annual Marine Corps VLCO training event, which included instruction on legal representation of children, VLC motions practice, transitional compensation for victims, and other key topics.	15 SVCs have been certified to date.
Current SVC/VLC NOT Certified RFI Q28(b),(c)	Not Addressed	None.	None.	None.	None.	3 current SVCs have not attended an SVC training course.

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
<p>Training Courses Offered</p> <p>RFI Q29</p>	<p>Not Addressed</p>	<p>The Army Judge Advocate General's School (TJAGLCS) has hosted 4 SVC courses</p> <p>1) 23-25 Oct 2013 (TJAGLCS) 2) 1-16 Dec 2013 (Online) 3) 4-7 Mar 2014 (TJAGLCS) 4) 18-22 Aug 2014 (TJAGLCS)</p>	<p>The Air Force Judge Advocate General's School (AFJAGS) has hosted 4 SVC courses (SVCC).</p> <p>1) 10-12 Dec 2012 (AFJAGS) -62 2) 20-24 May 2013 (AFJAGS)-36 3) 15-18 Oct 2013 (AFJAGS)-56 4) 19-23 May 2014 (AFJAGS)-64</p> <p>5 Intermediate Sexual Assault Litigation (ISALC) courses have been held.</p> <p>1) 3-5 Feb 2014 (AFJAGS) -5 2) 28-30 Apr 2014 (Ramstein)-3 3) 12-16 May 2014 (Lackland)-6 4) 2-4 Jun 2014 (Nellis)-4 5) 22-24 Sep 2014 (Osan)-3</p>	<p>Navy VLCP expects there to be at least one course offered each year.</p> <p>Navy also takes advantage of courses offered by the other Services</p>	<p>VLCO conducted an organization-wide training event on 26-27 August 2014. (29 attendees)</p>	<p>The Coast Guard does not offer a training course.</p> <p>The Coast Guard utilizes the training courses provided by the other services.</p>
<p>Non-DoD Training Attended by SVC/VLC</p> <p>RFI Q32</p>	<p>Not Addressed</p>	<p>To date, SVC have not attended non-DoD training courses.</p>	<p>June 20-21, 2014 (8 attendees) NCVLI, Portland, OR</p> <p>20-22 August 2014 (11 attendees) National Sexual Assault Conference (NSVRC) 2014, Pittsburgh, PA</p> <p>18-20 August, 2014 (3 attendees) 37th National Conference Child Welfare, Juvenile, and Family Law Conference, Denver, CO</p> <p>24-27 March 2014 (16 attendees) National Symposium on Child Abuse (National Children's Advocacy Center) 2014, Huntsville, AL</p> <p>The AF sent SVCs to 5 training courses in 2013.</p>	<p>June 20-21, 2014 (5 Navy VLC) NCVLI, Portland, OR</p> <p>June 10, 2014 (2 Navy VLC) Virginia Continuing Legal Education (CLE) and Court Improvement Program, Office of the Executive Secretary, Supreme Court of Virginia Norfolk, VA</p> <p>September 22, 2014, and October 16, 2014 (Same webinar provided on two dates) (31 Navy VLC) American Bar Association, Center on Children & the Law – Webinar (VLC participated from their duty stations)</p>	<p>11-14 March 2014: (4 RVLC) Institute of Violence and Abuse and Trauma (IVAT). "Preventing, Assessing, and Treating Child, Adolescent, and Adult Trauma," Honolulu, Hawaii.</p> <p>1-4 April 2014 (3 VLC attended) National District Attorneys Association and the Prosecuting Attorneys Association of Michigan. "Equal Justice for Children: Investigation and Prosecution of Child Abuse." Grand Rapids, Michigan.</p> <p>June 20-21, 2014 (13 VLC attended) NCVLI, Portland, OR</p>	<p>June 20-21, 2014 (2 CG SVC and OSVC Director) NCVLI, Portland, OR</p> <p>3 October 2014 (1 CG SVC) 21st Annual Santa Clara County Domestic Violence Conference - Looking at Domestic Violence Through a Legal Lens, Santa Clara, CA</p>

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
<p>2015 Training Courses Planned</p> <p>RFI Q30</p>	<p>Not Addressed</p>	<p>The Army plans to hold two SVC Training courses, two SVC Continuing Education Courses, two Child Victim Courses, and one Advanced Child Victim Training Course in 2015.</p> <p>Other Services are invited to attend.</p> <p>Currently TJAGLCS has two Marine instructors assigned to TJAGLCS who teach at each course and a guest instructor from the Air Force at each course.</p>	<p>Two SVC Courses are planned in Jan and May 2015 at the AFJAGS. The upcoming courses will continue to include sessions to train both incoming SVCs regarding representation of adult sexual assault victims and more experienced SVCs regarding child representation.</p> <p>SVCs will continue to attend Intermediate Sexual Assault Litigation Course (ISALC) courses as well. This one-week course is taught several times each year at AFJAGS and at various base locations throughout the world.</p> <p>AFJAGS periodically offers webcasts and distance education modules on sexual assault topics available to all judge advocates and paralegals.</p>	<p>Navy VLCP expects there to be at least one course offered each year. VLC/SVC training courses are consistently coordinated among the Services and Navy also takes advantage of courses offered by the other Services when the timing of those courses are more beneficial to newly reporting VLC personnel.</p>	<p>VLCO will host one organization-wide training event annually. Additionally, each RVLC will conduct a regional training event annually. VLCO personnel will also attend training events hosted by other Services.</p>	<p>The Coast Guard does not currently plan to host an SVC course. Rather, we will continue to attend those courses provided by the other service JAG schools.</p>
<p>Policy Regarding SVCs who have not been Certified</p> <p>RFI Q28(c),(d)</p>	<p>Not Addressed</p>	<p>All counsel must abide by the requirements in AR 27-26, Rules of Professional Conduct for Lawyers, and AR 27-3, The Army Legal Assistance Program, as well as their State Bar Licensing authority.</p> <p>Special Victims Counsel are not authorized to take SVC clients prior to receiving SVC training.</p>	<p>There are no practice limitations once a JAG is assigned as an SVC. According to Rule 9.2 of the SVC Rules of Practice and Procedure, JAGs and paralegals who are selected to serve as SVCs and SVPs must successfully complete a TJAG approved SVC course as soon as practicable. However, there have been no SVCs who represented clients without specialized training.</p>	<p>Yes, specific policy was developed to guide VLC practice prior to official training and certification and was promulgated to all VLC and a copy of that guidance is attached in enclosure (23).</p> <p>To date, all VLC received training either before or within 90 days of assuming VLC duties.</p>	<p>RVLC will work closely with VLC until such time they are able to attend the specialized training. RVLC normally have at least 2 years combined experience as a TC or DCI or military judge. They are responsible for the training, mentoring, and supervision of VLC in their region. Prior to detailing a VLC to any case, RVLC consider many factors including training and education.</p> <p>OIC, VLCO determines on a case-to-case basis if a newly assigned VLC may see clients prior to attending such training based on previous military justice experience, type of case involved, and local supervision in place.</p>	<p>Of those SVCs who are currently designated as SVC but have not attended an SVC course, each possesses prior military justice or criminal law experience and as such, no limitations or oversight requirements exist for these individuals.</p>

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
<p>Military Judges Trained on SVC Program RFI Q34</p>	<p>N/A</p>	<p>All 27 active duty and 23 reserve component military judges in the Army have been trained on the SVC program. All military judges are required to initially attend the Military Judge Course at TJAGLCS. This intensive three-week course includes instruction on the SVC program. In addition, military judges attend twice-yearly, week-long judicial training sessions where the SVC program and other pertinent topics are taught and discussed. Military judges have not attended, nor would it be appropriate for trial judges to attend, the courses that train or certify the SVCs.</p>	<p>All Air Force Military Trial judges now receive SVC training at the annual Joint Military Judges Annual Training (JMJAT). (Atch 6.1) All Active Duty Air Force Appellate Judges received SVC training at the 2014 William S. Fulton Jr. Appellate Military Judges' Training. (Atch 6.4)</p>	<p>Formal SVC training to date has been completed by 8 of 8 Navy and Marine Corps appellate judges. This represents 100% of currently sitting appellate judges in the Department of the Navy's active appellate judiciary. Formal SVC training to date has been completed by 40 of the 42 Navy and Marine Corps trial judges. This represents 95% of currently sitting trial judges in the Department of the Navy's active and reserve trial judiciary. The next session for this training will be conducted February 3-5, 2015, at the Joint Military Judiciary Annual Training.</p>	<p>The Navy manages all military judges and their training for the Navy and the Marine Corps.</p>	<p>There have been none to date.</p>
<p>Performance Criteria and Raters for SVCs RFI Q21(e)</p>	<p>FY14 NDAA: Service TJAGS are responsible for the establishment and supervision of individuals designated as Special Victims' Counsel. §1716(a)(1)(e)</p>	<p>SVC are rated by the Chief, Legal Assistance Office, the Deputy SJA, and the SJA at the installation they are assigned. The SVCs are evaluated the same as any other Judge Advocate assigned to the OSJA in accordance with Army Regulation 623-3, Evaluation Reporting System, and DA Forms 67-10-1 (Company Grade) and 67-10-2 (Field Grade), Officer Evaluation Report.</p>	<p>Currently, the SVC Program Chief rates all SVCs. In Jan 2015, AF anticipates three supervisory O-4s to be assigned to the SVC Program. These O-4s will serve as the rater for the SVCs in their region, with the SVC Program Chief serving as the additional rater. Raters follow the guidelines established in AFI 36-2406, <i>Officer and Enlisted Evaluation System</i>, when rating SVCs. The evaluation focuses on performance, including how well the individual does his or her job, the qualities the individual brings to the job, and the officership of the SVC.</p>	<p>The VLC Chief of Staff rates and evaluates the performance of all subordinate VLC personnel. VLC and YNs are evaluated in accordance with standard Navy Officer Fitness Report and Enlisted Evaluation procedures contained in BUPERSINST 1610.10C including rating of professional expertise, command climate/equal opportunity, military bearing, teamwork, mission accomplishment/initiative, and leadership.</p>	<p>The OIC, VLCO rates and evaluates the duty performance of all RVLC, VLC, and support personnel. The performance evaluation of each of these judge advocates and uniformed support personnel is conducted in accordance with the Marine Corps Performance Evaluation System (PES), MCO P1610.7F,</p>	<p>The evaluation and/or rating of Coast Guard SVC is accomplished using the existing officer evaluation process.</p>
<p>Victim Services</p>						

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
Scope of Representation	<p>10 U.S.C. section 1044e(b)(1)-(9)</p> <p>Requires Designation of SVC to provide legal assistance to a person otherwise eligible for legal assistance who is the victim of an alleged sex-related offense, regardless of whether the report of that offense is restricted or unrestricted.</p>	<ol style="list-style-type: none"> 1) Answer questions about: Victim/Witness Assistance Program (VWAP); 2) VAs and VWLs and confidentiality of communications; 3) Medical and mental health services available; 4) Availability of MPOs, CPOs; 5) Differences between restricted and unrestricted reporting; 6) Other civil legal issues (landlord-tenant, consumer laws). 7) Advocate for client interests to commanders, convening authorities, SJAs, defense counsel and mil judges. 8) Attend interviews with investigators, trial counsel and defense counsel. 9) Assist in obtaining information relevant to the sexual assault case that client has a right to, such as status of investigation and status of accused. 10) Represent for right to consult with the government on decisions like whether charges will be preferred and plea negotiations. 11) Advocate for client interests in any UCMJ proceeding and ensure opportunity to be heard by court. 12) Advise of options regarding representation for collateral misconduct. 13) Represent for collateral misconduct with a direct nexus to sexual assault. 14) Advocate client interests to civilian prosecutors, law enforcement, and other civilian and govt agencies. Not in court. <p>(RFI Q#19(b), USA Scope of Representation Letter)</p>	<ol style="list-style-type: none"> 1) Answer questions about: Victim/Witness Assistance Program (VWAP); 2) VAs and VWLs and confidentiality of communications; 3) Medical and mental health services available; 4) Availability of MPOs, CPOs; 5) Differences between restricted and unrestricted reporting; 6) Other civil legal issues (landlord-tenant, consumer laws). 7) Advocate for client interests to commanders, convening authorities, SJAs, defense counsel and mil judges. 8) Attend interviews with investigators, trial counsel and defense counsel. 9) Assist in obtaining information relevant to the sexual assault case that client has a right to, such as status of investigation and status of accused. 10) Represent for right to consult with the government on decisions like whether charges will be preferred and plea negotiations. 11) Advocate for client interests in any UCMJ proceeding and ensure opportunity to be heard by court. 12) Advise of options regarding representation for collateral misconduct. 13) Represent for collateral misconduct with a direct nexus to sexual assault. 14) Advocate client interests to civilian prosecutors, law enforcement, and other civilian and govt agencies. Not in court. <p>(RFI Q#19(b), USAF Scope of Representation Letter)</p>	<ol style="list-style-type: none"> 1) Explain differences between restricted and unrestricted reporting and assist with changing reporting status if desired. 2) Advocate on client's behalf to promote, preserve, and protect client's legal rights including: right to be treated with fairness and respect for client's dignity and privacy; right to be reasonably protected from the accused; right to be notified of court proceedings; right to be present at all public court proceedings unless court determines client testimony would be materially altered; right to confer with government counsel in the case; right to receive restitution, if available, right to be provided information about any conviction, sentence, imprisonment, and release of offender. 3) Advocate on behalf of client to military authorities. 4) Advocate for MPO. 5) Assist with expedited transfer if client is a Service member. 6) VLC may be limited in their ability to provide client legal services related to a restricted report. <p>(RFI Q#19(b), USN Scope of Representation Letter)</p>	<ol style="list-style-type: none"> 1) Explain differences between restricted and unrestricted reporting and assist with changing reporting status if desired. 2) Advocate on client's behalf to promote, preserve, and protect client's legal rights including: right to be treated with fairness and respect for client's dignity and privacy; right to be reasonably protected from the accused; right to be notified of court proceedings; right to be present at all public court proceedings unless court determines client testimony would be materially altered; right to confer with government counsel in the case; right to receive restitution, if available, right to be provided information about any conviction, sentence, imprisonment, and release of offender. 3) Advocate on behalf of client to military authorities. 4) Advocate for MPO. 5) Assist with expedited transfer if client is a Service member. 6) VLC may be limited in their ability to provide client legal services related to a restricted report. <p>(USMC Scope of Representation Letter)</p>	<ol style="list-style-type: none"> 1) Assist client in understanding and exercising legal rights connected to client's sexual assault. 2) Advocate on client's behalf to promote, preserve, and protect client's legal rights including: (same as Navy list) 3) Assist client in understanding the Government's authority to compel cooperation and testimony and other duties of the court. 4) Assist with expedited transfer if client is a Service member. 5) Assist client in understanding military justice system including investigative and disciplinary processes, VWAP, the role of the SARC and VA. 6) Assist client in obtaining information relevant to case that you have a right to obtain, including status of the investigation and the status of the accused(s). <p>(RFI Q#19(b), UCG Scope of Representation Letter)</p>

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
<p>Status of SVC Representation of Minors</p> <p>RFI Q24</p>	<p>FY14 NDAA §1716</p>	<p>SVC presently represent between 20 and 30 child victims.</p> <p>On Sept 9-15, 2014 the Army SVC trained 33 Active Component and 7 Reserve Component Judge Advocates to represent minors who are victims of sexual assault.</p> <p>Each case is closely monitored by the Chief of Legal Assistance and SVC Program Manager. The next training course will be conducted in March of 2015. There has been no adverse impact on the role or effectiveness of SVC services reported to the SVC Program Manager in terms of representing children, however; this field is very specialized and more training and resources need to be dedicated in ensuring our Judge Advocates are subject matter experts.</p>	<p>As of 10 October 2014, SVCs were representing 18 child clients.</p> <p>24 June 2014, the AF SVC began representing child victims of sexual assault. New Rules of Practice and Procedure and specialized training provided to assist the hand-selected SVCs in representing children. SVCs have represented child clients in interviews, protected their privacy interest in disclosure of mental health records, and assisted in an expedited transfer request through the Family Advocacy Program.</p> <p>Inclusion of the mandate that military judges “shall” appoint a legal guardian for a child crime victim provides no discretion to military judges to permit the child victims to exercise their own rights, advocating on their own or through counsel, SVC or civilian.</p>	<p>The Navy VLCP extended legal support to child victims on June 24, 2014. Copies of the VLCP Child Victim Business Rules, Scope of Representation Letters, and Child Competency Worksheet are attached in enclosure (21). A Navy VLC also developed a handbook to assist child victims in testifying in courts-martial which is provided in enclosure (22).</p> <p>Section 1701 of the FY14 NDAA may make relations with victims more complicated and challenging where the victim is competent to direct his or her own legal affairs, yet a legal “representative” has been unilaterally appointed.</p>	<p>Marine VLC have been representing victims under the age of 18 since establishment of this organization.</p>	<p>The Coast Guard currently provides SVC representation to child victims. Providing services to child victims creates significant challenges ensuring counsel who are trained sufficiently to provide competent services. Given the fact that SVC services are provided by active duty Coast Guard judge advocates who typically have little to no experience working with child victims and who will rotate every few years, ensuring that a sufficient number of counsel attend required training in order to provide competent representation of child victims will be a significant challenge.</p>

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
<p>Coordination with SAPR, VWAP, FAP</p> <p>RFI Q36</p>		<p>Army Victim Witness Liaisons (VWL) work directly for the trial counsel and assist victims and witnesses as needed with travel, information about the process, referrals to helping agencies, and other assistance.</p> <p>When a victim has an assigned SVC, the VWL will coordinate directly with the SVC to ensure that all of the needs of the victim are being met and to determine if any additional assistance is required. As required by the circumstances, VWLs may refer and assist victims with referrals to helping agencies including FAP, medical, financial or off installation services.</p>	<p>A substantial part of SVC coordination with SARCs comes in the form of training that SVCs provide to SARCs and victim advocates. Briefings and educational seminars are also provided to the FAP and VWAP programs. SVCs (with the permission of their client) also notify the SARC once they have been assigned to represent a client and provide periodic coordination with the SARC on an individual victim's issues, when appropriate. While training is almost exclusively provided in person, most regular coordination with SAPR, FAP, and VWAP personnel is over e-mail or over the phone. Because many SVC clients are geographically separated from the SVC, the SARC/VA are invaluable local assets in providing support to the victim. Some SARC/SVC offices have created joint SVC/SARC advertisements that simultaneously promote both services to potential clients in the region, while others ensure they are present at monthly Case Management Group meetings to coordinate with both SAPR personnel and commanders on client issues.</p> <p>When a victim of child or spouse/partner sexual abuse is assessed by a FAP provider, the FAP provider contacts the servicing SVC office to inquire about whether the victim may be eligible for an SVC and make a referral to the SVC. FAP providers also provide victims with DD Form 2701, <i>Initial Information for Victims and Witnesses of Crime</i>.</p>	<p>The Navy team approach allows victims to seek support from a number of different entities within the overall SAPR response. VWAP, FAP and legal assistance attorneys coordinate efforts to best serve the needs of each victim. Generally, VLCs are co-located with the SARCs at the Fleet and Family Support Centers to allow for ongoing communication and case coordination. The monthly Sexual Assault Case Management Group ensures the victim has access to quality services and addresses challenges and barriers that may be in place. VWAP and FAP providers are familiar with the role legal assistance attorneys and VLC can provide and where necessary refer clients to those services; VLC services are provided in addition to and not instead of other victim support services offered by the Navy. SARCs oversee the management of a sexual assault case and VAs are the day-to-day support providers ensuring victims know what services are available and can help shepherd a victim to the relevant service provider. There may be overlap by trial counsel and VLC in providing necessary VWAP forms to the victim. VLC communicate and train with SARCs, VAs, and FAP representatives to ensure service providers understand their respective authorities, areas of responsibility, and remain current on each other's services and programs.</p>	<p>VLC work closely with other victim support programs to ensure victims receive all available assistance. VLC meet regularly with Victim Advocates and SARCs assigned to their clients. VLCO services supplement, not replace, the services offered by the SAPR program, VWAP, and FAP. Although VLC replace legal assistance attorneys with regards to providing legal advice related to crime victims' rights, legal assistance attorneys continue to provide traditional forms of legal services. Traditional forms of legal assistance are those matters without a direct nexus to the crime of which he or she is a victim and include areas such as family law, immigration law, leases, taxes, consumer affairs, estate planning, and powers of attorney. VLC may refer the victim, when appropriate, to the local Legal Assistance Office.</p>	<p>SVCs coordinate directly with the Sexual Assault Response Coordinator and Family Advocacy personnel assigned to assist the victim in each case.</p>

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
-------	---------------	--------	------	-------	------	------

Program Performance and Metrics						
Program Evaluation Standards RFI Q19(f)	Not Addressed	See Enclosure 10. (topic not addressed)	1. Most important is the victim impact survey provided to clients. 2. Number of clients who filed restricted reports that have converted them into unrestricted reports 3. Number of clients who decline to participate after an unrestricted report is made	An Article 6, UCMJ, program self-assessment will be conducted in fiscal year 2015.	That all victims of crime that are eligible for VLCO services and that seek VLC assistance are provided effective legal advice and representation required by 10 U.S.C. 1044e.	See Attachment (12) (topic not addressed)
SVC Client Forms RFI Q44	No responsive forms exist at the DoD level.	-client intake forms. -The Client Intake System (CIS) generates reports. <i>See</i> Enclosure 14.	– Client Intake Form – SVC Article 32 and Trial Report	- client intake sheet -standardized document checklist. -capacity assessment worksheet for child or diminished capacity clients. -Scope of Representation letter with each client. See enclosure (25).	-Intake Form: Enclosure (13) shows the fields of data collected.	Coast Guard SVCs are not required to complete a specific form or report for each case. By practice, SVCs maintain personal logs of information regarding their representation, similar to those maintained by defense counsel.

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
<p>Metrics Tracked</p> <p>RFI Q41</p>	<p>DoD: Response Pending</p>	<p>Army tracks:</p> <ol style="list-style-type: none"> 1) the number of Active Component, Reserve and National Guard SVC, 2) the number of victims who have received SVC assistance, 3) the type of assistance provided, and 4) courses provided. <p>Monthly reports are compiled by SVC staff and reviewed by the SVC Program Manager and Chief of Legal Assistance Policy Division.</p>	<p>AF tracks:</p> <ol style="list-style-type: none"> 1) current client caseload, 2) numbers of courts-martial and Article 32 hearings attended, 3) victim interviews, 4) the number of clients who have converted from a restricted report to an unrestricted report and 5) victim feedback on the SVC Program from the Victim Impact Survey. 	<p>Navy tracks:</p> <ol style="list-style-type: none"> 1) Number of cases (restricted, unrestricted, undecided, declining) 2) Clients (USN, USNR, USMC, USMCR, Other Svc, Other Svc RC, DON Civs, Adult Dependents, Minor Dependents, Age(s)) 3) Types of Offense (Penetration Off. Contact Off., Attempt Penet., Attempt Contact) 4) Meetings/Interviews (Client, TC, DC, NCIS/Law Enf) 5) Appearances(Art 32, PT Conf(802), PT Motions (39A), GCM, SPCM) 6) Motions (MRE 412, 513, 514, 615) 7) Outreach Briefs/Attendees 8) Travel Days 9) New Developments 10) Challenges 11) Lessons Learned <p>(enclosure (17).)</p> <p>An additional metric of "VLC Travel Costs" is supplied by OJAG Code 64 (Fiscal and Resource Services) each week and included in the Program Report to CNLSC.</p>	<p>The OIC, VLCO continuously tracks the below metrics using VLCO CMS.</p> <ul style="list-style-type: none"> - New victim intakes - Intakes involving Article 120, sexual assault cases - Intakes involving domestic violence - Intakes with victim under age 18 - Number of male victims - Number of male sexual assault victims - Number of victims that were detailed VLC - Number of cases detailed involving sexual assault - Number of Art 32 hearings attended - Number of Art 39a sessions attended - Number of MRE 412 motions filed - Number of MRE 513 motions filed - Number of MRE 514 motions filed - Number of other filings - Number of trials attended by VLC in support of victim-client - Number of sexual assault victims that changed to unrestricted report after VLC consultation 	<p>USCG Tracks:</p> <ol style="list-style-type: none"> 1) Number of cases 2) Victim Classification (M/F, enlisted, officer, cadet, recruit, Dep/Civ, Prior CG, unknown, child) <p>(Attachment (12)).</p> <p>Both the Judge Advocate General and Deputy Judge Advocate General review the metrics on a semi-annual basis.</p>

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
<p>Program Data and Performance Reports</p> <p>RFI Q40 RFI Q19(d)</p>	<p>DoD: Response Pending</p>	<p>1)The SVC Program Manager has provided information papers to the Department of Defense detailing the progress of the SVC Program.</p> <p>2)roster of how many SVC have gone through the SVC training, CLE and/or child victim witness training.</p> <p>3)Each SVC provides monthly reports to the SVC Program staff, who in turn compile the reports for review by the Program Manager. The reports document the number of new clients an SVC has undertaken to represent, the number of consultations, appearances in courts-martial, the number of post trial counseling, and the number of interviews and pretrial meetings SVC have attended with their clients.</p> <p>4)After every court-martial case that an SVC is involved in, the SVC is required to do a memorandum for record (MFR) documenting what occurred during the court-martial process. This document is forwarded to the Program Manager and shared with TJAGLCS in order to develop future course curriculum and student exercises based on experiences in the field.</p> <p>-Installation Report: Number of clients seen and services provided.</p>	<p>1)The SVC Program Chief provides a weekly program update to The Judge Advocate General, which is periodically provided to the Secretary of the Air Force and Chief of Staff of the Air Force. This update assesses items that are tracked including 1) current client caseload, 2) numbers of courts-martial and Article 32 hearings attended, 3) victim interviews, 4) the number of clients who have converted from a restricted report to an unrestricted report and 5) victim feedback on the SVC Program from the Victim Impact Survey. (Atch 19.6)</p> <p>2) The SVC Program Chief creates a monthly SVC Case Trajectory to track trends and SVC caseloads. This report is used to assess whether the program is sufficiently staffed. The monthly SVC Case Trajectory is provided to TJAG. (Atch 19.7)</p> <p>3) Case Distribution List - identifies the distribution of cases by region and attorney.</p> <p>4)SharePoint Database – records SVC performance in meeting with the client, attending interviews, corresponding and consulting on a client’s behalf, advocating their choices and directions to appropriate decision makers, asserting privacy rights during discovery, representing clients for collateral misconduct or immunity requests, assisting with expedited transfers, FOIA requests and hours spent traveling related to representation.</p>	<p>1) A sample “weekly report” collected from each Navy VLC is attached in enclosure (17). These reports are collated into a comprehensive Program Report for CNLSC at the end of each week.</p> <p>2) the VLCP COS and CNLSC conduct quarterly reviews to assess manning and training, and ensure VLCs are being effective and responsive in the representation of victims in both pretrial decisions and throughout the court-martial process. We are continually assessing the VLCP using these reports,</p> <p>3) VLC-CNLSC leadership briefings, continuing dialogue with fellow victim-support providers to include SARCs, VAs, FAP providers, and trial counsel (or TC if used by now).</p> <p>4). VLCP uses a Victim Satisfaction Survey to gauge program success, challenges, and areas for improvement.</p>	<p>1)The OIC, VLCO continuously tracks VLC caseloads and metrics using the VLCO Case Management System (CMS). This system generates reports as needed to help assess VLC impact and identify trends requiring additional policy guidance. Enclosure (12) provides a sample of the information tracked.</p> <p>2) Additionally, the OIC, VLCO, Deputy OIC, and RVLC regularly provide presentations to supported installations, HQMC, DoD, SAPR Program, and others about the organization, mission, and impact of VLC. Enclosure (12) is a representative sample.</p> <p>1.Long term program and performance assessment metrics are still being developed to measure victim impact of services provided and military justice trends since establishment of this program.</p> <p>2. Current program assessment metrics used are: (1) number of victims seeking and receiving VLCO services, (2) number of cases requiring active representation, (3) number of times VLC accompanied victims to interviews, (4) number of court appearances, and (5) number of court filings.</p> <p>3.VLCO tracks the conversion rate of victims that change from unreported or restricted reports of sexual assault to unrestricted reports after VLC consultation, but this is not used as a measure of success.</p>	<p>See Attachment (12). Both the Judge Advocate General and Deputy Judge Advocate General review the metrics on a semi-annual basis.</p> <p>Client surveys</p> <p>Attachment (12): Performance Goals: Special Victims’ Counsel (15 July 2013 – 30 April 2014)</p>

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
SVC Utilization Rate Restricted Reports RFI Q43(a)	N/A	The Army does not track this data.	(as of 24 October 2014.) 139 restricted reports total since program inception.	There is currently no data for this metric; however, as of September 2014 approximately 6% of VLC clients had filed a Restricted Report. In FY14, 74 of 275 (27%) victims making restricted reports utilized VLC services.	Between 1 November 2013 and 24 October 2014, 35 victims with restricted reports of sexual assault consulted with VLC.	This information is not tracked at this time.
SVC Utilization Rate Unrestricted Reports RFI Q43(b)	N/A	The Army does not track this data.	(as of 24 October 2014.) 1023 unrestricted reports total since program inception. 621 Active Cases (average 23 clients per SVC) with a peak of 37 clients for a seasoned SVC and minimum of 15 clients for a newly-trained SVC.	There is currently no data for this metric; however, as of September 2014 approximately 90% of VLC clients had filed an Unrestricted Report. In FY14, 663 of 860 (77%) victims making unrestricted reports utilized VLC services.	Between 1 November 2013 and 24 October 2014, 324 victims with unrestricted reports of sexual assault consulted with VLC.	This information is not tracked at this time.
Conversion Rates for Restricted Reports with SVC RFI Q43(c)	N/A	The Army does not track this data.	The following data is current as of 24 October 2014. 139 restricted reports, 63 clients converted to non-restricted after consulting an SVC (45%).	There is insufficient information to specifically answer this question; however, as of September 2014, 17 victims converted from Restricted to Unrestricted reporting after meeting with a VLC.	For victims with VLC: 29 of 52 victims with unreported or restricted reports of sexual assault converted to unrestricted reports after consultation with VLC. Note that victims who desire to know their rights, but maintain a restricted report, are not pressured to convert to unrestricted reports.	This information is not tracked at this time.
Drop-out Rate for Victims with SVC RFI Q43(d)	N/A	In FY13, 58 Victims declined to cooperate with the military justice system resulting in no action taken against the Subject. None of these Victims were represented by Special Victim Counsel as the program was not yet in existence. Fiscal year 2014 data is not yet available, but the data will not track whether Victims who "drop out" were represented by counsel.	The following data is current as of 24 October 2014. 541 cases terminated, 148 clients declined to participate in investigations and/or courts-martial (27%)	There is currently no data for this metric.	USMC does not track victim declination for those represented by a VLC and those not represented, the Defense Sexual Assault Incident Database tracks victim declination overall. DSAID data indicates that the number of victims declining to participate in the military justice process in the Marine Corps has decreased from 16% in FY11 down to 8% in FY14.	This information is not tracked at this time.
Reenlistment Rates with and without SVC RFI Q43(e)	N/A	The Army does not track this data. No data will be available for restricted reports as the personally identifying information is not known to the Army.	There is no data available from the SVC for reenlistment rates of clients.	There is currently no data for this metric.	The Marine Corps does not track this data.	This information is not tracked at this time.

SPECIAL VICTIMS' COUNSEL/VICTIM LEGAL COUNSEL PROGRAMS

TOPIC	DoD/FY14 NDAA	USARMY	USAF	USNAV	USMC	USCG
<p>Use of Victim Satisfaction Surveys</p> <p>RFI Q45</p>	<p>Not Addressed</p>	<p>The survey being utilized is the 2014 Survivor Experience Survey (2014 SES). The DOD is the release authority for this survey. The SVC Program is not independently surveying victims.</p>	<p>The Victim Impact Survey was implemented in March 2013 with an electronic survey capability through SurveyMonkey. The VIS was implemented primarily to evaluate the SVC Program, but includes several questions to evaluate the Victim and Witness Assistance program and military justice process as well. Several of the questions were drawn directly from a RAND study, No More Rights Without Remedies: An Impact Evaluation of the National Crime Victim Law Institute's Victims' Rights Clinics. The VIS is provided to victims once disposition of the allegations against the accused is complete. Victims may answer questions anonymously or provide their name and contact information if they choose. Screenshots of the VIS questions are attached. (Atch 45.1)</p>	<p>Yes, victims are asked to fill out a Victim Satisfaction Survey at the close of VLC support. Participation is voluntary and responses are confidential. Several collective VLC Victim Survey Reports are attached in enclosure (26). VLC also encourage victims to participate in the broader DoD Survivor Experience Survey. The Navy VLCP has not received results from that survey as they are being included in the Sexual Assault Prevention and Response Report to the President of the United States.</p>	<p>No victim satisfaction survey is used by VLCO at this time. However, OIC, VLCO has provided substantial input and attended planning meetings regarding the development of the DoD SAPRO Survivor Experience Survey. This survey will be implemented during FY15 and includes VLC specific questions.</p>	<p>The Coast Guard currently utilizes a victim satisfaction survey. In order to minimize the number of surveys completed by a victim at the end of the process, both the SAPR office and SVC program use a joint survey that is submitted by the SVC program and the data is maintained in the SVC program office. The survey can be found at https://surveys.uscg.mil/Community/se.ashx?s=6F20F7740FB72B07. Because the program has only been in existence since July 2013, and because the survey is provided only after the victim's case is complete, insufficient data exists at this time to create a report based on the information.</p>

Data for Services found in RSP RFI Set #1 (Nov 6, 2014)