

Office of the Clerk
UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF NEW YORK

Lawrence K. Baerman
Clerk

October 1, 2014

~ Attention CJA Panel Attorneys in the Northern District of New York ~

The Northern District of New York is pleased to announce that we will be going live with our new electronic CJA Payment System - 'eVoucher' - on November 3, 2014.

CJA eVoucher is the new electronic vouchering and payment system developed by the District of Nevada, which has been adopted by the Judiciary as the national CJA payment system. Many district courts and circuit courts are already using eVoucher with good success. As a CJA Panel attorney, you will have access to eVoucher and will use it to enter your time and other claims, as well as to submit vouchers electronically to the court for review, approval, and payment.

To prepare the CJA Panel for the transition from paper worksheets and vouchers to eVoucher, we have posted three Electronic Learning Modules (ELMs) on the CJA page of our web-site:

<http://www.nynd.uscourts.gov/criminal-justice-act>

The Court is requesting that CJA Panel attorneys, as well as any support staff who may be responsible for vouchering, review the three ELMs. Each ELM is between 8-12 minutes in length, so all three can be completed in a half-hour. Many attorneys in other courts have reported that after viewing the ELMs, they have not felt it necessary to have a classroom training experience. The ELMs will remain posted on the courts web-site indefinitely.

Should you wish to participate in a classroom style training on eVoucher after having viewed the three eVoucher ELMs, please contact Penny Price at 315-234-8512. Training will consist of a review of the process as depicted in the ELM and is estimated to take approximately 1 hour.

We are very excited about this new, innovative system for processing voucher claims. We are confident that after viewing the ELMs, you will share in our enthusiasm.

Very truly yours,



LAWRENCE K. BAERMAN, Clerk