



ADMINISTRATIVE OFFICE OF THE  
UNITED STATES COURTS

HONORABLE JOHN D. BATES  
Director

WASHINGTON, D.C. 20544

October 16, 2013

MEMORANDUM

To: Chief Judges, United States Courts of Appeals  
Chief Judges, United States District Courts  
United States Magistrate Judges  
Circuit Executives  
Federal Public/Community Defenders  
District Court Executives  
Clerks, United States Courts of Appeal  
Clerks, United States District Courts

From: Judge John D. Bates 

RE: ELECTRONIC CRIMINAL JUSTICE ACT VOUCHER PROCESSING SYSTEM UPDATE  
**(INFORMATION)**

As you may know, the Administrative Office (AO) has been working to develop the new electronic Criminal Justice Act (eCJA) Voucher Processing System, which will provide a web-based application for use by CJA panel attorneys, expert service providers and judiciary reviewers and approvers to support the submission, review, approval and payment for CJA services. Unfortunately, the eCJA project has experienced several delays over the past year resulting in cost increases, and I have recently issued a temporary stop-work order to the primary contractor (CGI Inc).

Given the extremely difficult financial environment in which we now operate, I have decided to utilize this pause in the project to conduct a collaborative and comprehensive analysis of the best options and alternatives for meeting the Judiciary's needs in this area. The identification of an effective solution for voucher processing must be a very high priority for the Judiciary.

The analysis will assess both eCJA and a program developed by the District of Nevada called eVoucher. The study will look at both applications to assess the level of completeness, compliance, and cost of ownership. During this study, we will also revisit the requirements for vouchering and base any future cost estimates associated with completing development on a revised baseline of requirements.

In order to lead this effort, a Steering Group has been established to ensure that all aspects of an evaluation of this nature are completed in a comprehensive and timely manner. The Steering Group will be made up of the following individuals:

**Judge William Dimitrouleas**, U.S. District Court for the Southern District of Florida and member of the Committee on Information Technology

**Judge Eric F. Melgren**, U.S. District Court for the District of Kansas and member of the Committee on Defender Services

**Larry Baerman**, Clerk, U.S. District Court for the Northern District of New York

**Lance S. Wilson**, Clerk, U.S. District Court for the District of Nevada

**Cait T. Clarke**, Chief, AO Defender Services Office, Department of Program Services

**Robert Lowney**, AO Court Services Office, Department of Program Services

**Farhad K. Safaie**, AO, Chief Technology Officer, Department of Technology Services

The amount of work that needs to be done is significant, therefore the project Steering Group will be augmented by a significant cross section of AO and court staff. The results of the analysis will inform the AO and lead to one or more alternatives that will be presented to the relevant committees of the Judicial Conference at their December meetings. A final determination as to the approach moving forward will be made shortly thereafter, though the Judiciary's funding situation will impact the timeframe for delivering a solution. We will continue to keep you apprised of progress and developments on this critical project.

Questions or comments may be directed to [Farhad Safaie@ao.uscourts.gov](mailto:Farhad.Safaie@ao.uscourts.gov) by email or by phone at (202) 502-1650.