



Washington State Office of Civil Legal Aid

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OFFICE OF CIVIL LEGAL AID STATEWIDE CIVIL LEGAL AID TO CRIME VICTIMS PLAN – July 2016

The Washington State Office of Civil Legal Aid (OCLA), in partnership with the network of legal aid providers that constitute the Alliance for Equal Justice, will operate an integrated Statewide Civil Legal Aid to Crime Victims Program. The program will be underwritten through a dedicated allocation of federal Victims of Crime Act (VOCA) funding made available from the Office of Crime Victims Advocacy (OCVA) in the Washington State Department of Commerce.

I. Purpose

The purpose of the Statewide Civil Legal Aid to Crime Victims Program is to provide effective civil legal aid services in concert with other community-based professional service providers to address problems that arise from criminal victimization and that will help victims of crime move beyond their victimization in ways that are consistent with their individual and family safety, security and well-being.

II. Background and Client Needs to be Addressed

Domestic violence and sexual assault continue as devastating phenomena, doing more to destabilize families and impoverish children than any other crime. A study published in the Journal of the American Medical Association found that women who reported experiencing domestic abuse had an associated higher lifetime prevalence of mental health disorders, dysfunction and disability.¹ In addition to physical harm, victims and survivors experience significant emotional upheaval, stress, poor health status, and institutional re-victimization. Impaired access to financial support and resources often results in lack of housing, health care, employment opportunities, transportation, and access to other basic needs. Victims often lose their jobs because of absenteeism due to illness as a result of the violence. Absences occasioned by court appearances can also jeopardize their livelihood. Victims may have to move many times to avoid violence. Moving is costly and can interfere with continuity of employment.²

¹ http://www.shalomtaskforce.org/articles/the_impact_of_domestic_violence_in_our_community

² Sully, Patricia, Taking It Seriously: Repairing Domestic Violence Sentencing in Washington State, 34 Seattle U. L. Rev. 963 (2011), n. 11; VAWnet.org, Economic Stress and Domestic Violence, available at http://www.vawnet.org/applied-research-papers/print-document.php?doc_id=2187

In addition to violence at home, sexual assault, including rape, also persists on college campuses, high schools and places of employment.³ Women and children are often not safe in these environments, which are the focus of their daily lives.

The statistics remain alarming. In 2000, according to a Department of Justice Report, nearly twenty-five percent (25%) of women surveyed said they were raped or physically assaulted at some point in their lifetime.⁴ This did not include the additional five percent (5%) of women who reported having been victims of stalking; date rape then was not surveyed at all. While the percentage of domestic violence incidents against women significantly decreased between 2000 and 2002, as of 2013 intimate partner violence accounted for all violent victimizations from 2003 to 2012, 76% of which were committed against women.⁵ Non-Hispanic persons of two or more races and non-Hispanic African-American persons had the highest percentages of victimization, compared to non-Hispanic whites, Hispanics and non-Hispanic persons of other races.⁶

In Washington, in 2014 there were 49,360 incidents of reported domestic violence, including violations of protection orders, and a total of 4,397 reported victims of sexual assault.⁷ A key finding of the 2015 Civil Legal Needs Study (CLNS) Update report, specifically related to victims of domestic violence and sexual assault in Washington State, was that domestic violence (DV)/sexual assault (SA) victims “continue to experience the highest number of problems overall and per capita than [the] general population or any other demographic group.”⁸ DV/SA victims also experienced the highest number of aggregate legal problems than any other CLNS Study targeted group, with an average of over 19 legal problems experienced by survey respondents, a rate that is two times higher than the general low-income population in Washington.⁹

While many of the civil legal problems experienced by these crime victims are family law-related, they also experience legal problems affecting health care, employment/income, credit/debt collection, housing and municipal services at disproportionately higher levels than the general low-income population.¹⁰ Further, while most of the DV/SA survey respondents were white (58%), African-Americans (13.2%), Native Americans (16.1%) and Hispanic (21%) victims were significantly over-represented in proportion to their population in Washington.¹¹

³ Data show that 8% of rapes occur while the victim is at work and that one in five women and one in 16 men are sexually assaulted while in college. http://www.nsvrc.org/sites/default/files/publications_nsvrc_factsheet_media_packet_statistics-about-sexual-violence_0.pdf

⁴ Patricia Tjaden and Nancy Thoennes, Extent, Nature and Consequences of Intimate Partner Violence, Findings from a National Violence Against Women Survey, Department of Justice, National Institute of Justice (2000) available at <https://www.ncjrs.gov/pdffiles1/nij/181867.pdf>

⁵ Bureau of Justice Statistics, Non-Fatal Domestic Violence, 2003-2012, available at <http://www.bjs.gov/index.cfm?ty=pbdetail&iid=4984>

⁶ *Id.*

⁷ 2014 Report of Washington Crime Statistics, Washington Association of Sheriffs and Police Chiefs (WASPC), p. 9 available at <http://www.waspc.org/assets/CJIS/ciw%202014%20small.pdf>

⁸ Technical Report # 15-034, Social and Economic Sciences Research Center (SESRC), Civil Legal Problems Experienced by Victims of Domestic Violence and Sexual Assault in Washington State, p. 2 (2015), available at <http://ocla.wa.gov/wp-content/uploads/2015/07/DV-victims-report-for-OCLA-07-05-2015-Final.pdf>

⁹ *Id.*

¹⁰ *Id.*

¹¹ *Id.* at p. 4.

Also, relative to the entire DV/SA victims group surveyed, African-Americans, Native Americans, Hispanic/Latinos, persons with disabilities and young victims experienced substantially higher number of civil legal problems involving issues of discrimination and unfair treatment (including institutional discrimination within the justice, financial, employment and housing settings).¹²

Finally, given the unique make-up of Washington's population it is important to note the presence of 26 federally recognized Indian Tribes and other tribal communities. Among victims of domestic violence and sexual assault, Native American women, in particular, are seven times more likely than all other women to be victims of domestic violence/sexual assault.¹³ The reasons for this are many-fold and include social isolation, a history of exploitation and internalized oppression, lack of effective police enforcement on reservation, difficulty of accessing state court remedies, the unwillingness of federal authorities to invoke available prosecutorial jurisdiction and cultural norms that impair incident reporting and data collection to support increased response.¹⁴ These same reasons also produce significantly high rates of sexual assault against farmworkers within the agricultural workplace, with even greater force with respect to dependency on employers and lack of available services and law enforcement.¹⁵

III. Guidelines and Expectations of the Program

The implementation of the statewide Integrated Civil Legal Aid for Crime Victims Program will be carried out consistent with the following guidelines:

¹² *Id.* at pp. 2 and 9.

¹³ Petillo, Jeana, Domestic Violence in Indian Country, 45 Conn. L. Rev. 1841, 1849 (2013), discussing the "epidemic rates" of violence against Native American women both on and off reservation, citing National Institute of Justice findings that findings that "three out of five Native women have been assaulted by their spouses or intimate partners, one-third of Native women will be raped during their lifetimes, and on some reservations, Native American women are murdered at a rate ten times higher than the national average."

¹⁴ *Id.* at 1848-49. See also, *The Facts on Violence Against American Indian/Alaskan Native Women*, p. <https://www.futureswithoutviolence.org/userfiles/file/Violence%20Against%20AI%20AN%20Women%20Fact%20Sheet.pdf>.

¹⁵ See, generally, *Cultivating Fear: The Vulnerability of Immigrant Farmworkers in the U.S. to Sexual Violence and Sexual Harassment*, Human Rights Watch Report, May 15, 2012, available at <https://www.hrw.org/report/2012/05/15/cultivating-fear/vulnerability-immigrant-farmworkers-us-sexual-violence-and-sexual> "Certain workers are much more powerless and more likely to be victimized than others, including girls and young women, recent immigrants, single women working alone, and indigenous workers...[and] few farmworkers have access to [victim services] agencies. Even where such agencies are present in rural communities, they are not always able to provide adequate services to limited-English-proficient...victims.... Farmworker survivors of workplace sexual violence face the challenges all survivors face, but on top of that, they face particular challenges as farmworkers and as migrants. ...Agricultural workers are excluded from such basic [labor law] protections... The laws that do exist are not adequately enforced, and several studies... have found that wage theft, child labor, and pesticide exposure occur with troubling frequency. In such an environment, farmworkers are unlikely to have faith in the ability of authorities to rectify abuses."

- A. Program services will be delivered by civil legal aid programs with a demonstrated history of providing services to crime victims, especially those who have experienced domestic violence or sexual assault, victims of human trafficking, child abuse and other crimes against people.
- B. Program resources will be invested to underwrite a full range of civil legal aid services for crime victims, consistent with applicable VOCA regulations and guidelines as they now exist or are hereafter amended.
- C. Within the limits of available funds, program services will be offered equitably to persons throughout Washington State. Resources will be invested in a way that will ensure that members of historically marginalized populations have equitable access to culturally and linguistically responsive civil legal aid services.
- D. Civil legal aid services will, where practicable, be made available to crime victims where they seek and receive other services arising from or related to their victimization. This may be at courthouses, domestic violence or sexual assault victim support or service centers, shelters or other appropriate locations. The objective is to minimize hardship on client victims and maximize coordination of legal services with other professional services needed by the client.
- E. Crime victims will be eligible for legal aid services from the program without regard to age, income, ethnicity, citizenship or immigration status, race, sexual orientation, gender identity, religion, language, ability or disability or other legally protected characteristic.
- F. While program services are not subject to income eligibility limits, limited resources and limited client service capacity require the establishment of service delivery and case acceptance priorities. Priority focus will be given to clients presenting the most critical legal needs and who experience the greatest barriers to securing the legal help they need to address the problems arising from their victimization. Case acceptance priorities will consider victims' social, cultural, racial, and language barriers, geographic isolation, cognitive ability and/or literacy limitations. Priorities will also consider victims' and their families' vulnerability (including vulnerability due to legal status), the nature of their criminal victimization, the existence of physical and/or mental disabilities and other characteristics that effectively or disproportionately limit their ability to secure resolution of the problem(s) without legal assistance.
- G. Legal aid providers will coordinate with one another to offer as seamless an array of legal services to crime victims throughout Washington State as possible.

IV. Legal Aid Providers Delivering Services under the Program

The Integrated Civil Legal Aid to Crime Victims Program will be implemented by legal aid providers with a demonstrated track record in serving the needs of crime victims. Effective July 1, 2016, these providers will include:

- a. **Northwest Justice Project (NJP)** is a statewide and the largest provider of civil legal aid to the poor in Washington. Since 1995, NJP has been the sole recipient of federal funds from the national Legal Services Corporation and has been the primary recipient of state civil legal aid funding since 2005. NJP has 17 staffed offices throughout the state and has a national reputation as a high quality legal aid program. NJP has significant expertise in handling domestic violence, sexual assault and stalking cases and has been a leader on advocacy to ensure access to justice for low-income immigrant and limited English speaking victims of domestic violence, sexual assault and stalking.
- b. **Northwest Immigrant Rights Project (NWIRP)** was founded in 1984 and is the only organization providing comprehensive immigration legal services to low-income individuals in Washington State. NWIRP serves more than 10,000 people each year from four offices throughout the state, in Seattle, Granger, Tacoma and Wenatchee. Since 1996, NWIRP has maintained a specific Violence Against Women Act (VAWA) unit devoted to assisting immigrant survivors of domestic violence, sexual assault, stalking and other crimes and helping them access the various protections available under immigration law. In the past 20 years, NWIRP has assisted thousands of immigrant survivors by providing services ranging from advice and referral to brief service to direct extended legal representation.
- c. **King County Bar Association (KCBA) Pro Bono Services:** KCBA's Family Law Mentor Program assists parents with children at risk of abuse or neglect in contested family law matters. Clients are primarily domestic violence survivors who need protection from abusive partners and whose children face ongoing exposure to domestic violence either as witnesses to family violence or as direct victims. Through the program, pro bono attorneys represent clients in contested dissolution, parenting plan, or parentage cases. These cases typically require domestic violence protection orders as part of their family law case. Services provided through the Mentor program include: direct representation in contested family law actions, limited assistance such as advice and counsel on the various legal options available to the client, or brief services such as legal drafting for clients who may only need limited assistance to help pursue their case on their own.
- d. **Tacoma Pierce County Bar Association Volunteer Legal Services (TPCBA VLS):** TPCBA VLS has been providing low-income civil legal services in Pierce County in its present form for 20 years, and as a separate legal services program supported by the Tacoma-Pierce County Bar Association since 1962. The TPCBA VLS Program offers more than 50 community-based legal clinics in Pierce County each month. Staff and volunteer attorneys working with the TPCBA VLS Program have substantial experience working with victims of domestic violence and coordinate services with local domestic

violence service and support programs including but not limited to YWCA Pierce County and the Crystal Judson Family Justice Center.

- e. **Snohomish County Legal Services (SCLS):** Snohomish County Legal Services is a free legal aid program, founded in 1983, serving Snohomish County residents experiencing poverty. SCLS's staff, pro bono attorneys and volunteers provide information, advice and legal representation to ensure meaningful access to justice regardless of individual barriers and needs. Programs include the areas of family law, housing (eviction defense and foreclosure prevention), debt relief, bankruptcy, and estate planning for seniors. Staff and volunteer attorneys have extensive experience assisting survivors of domestic violence and sexual assault, and partner with local domestic violence providers including Domestic Violence Services of Snohomish County and YWCA Pathways for Women.
- f. **Eastside Legal Assistance Program (ELAP):** Eastside Legal Assistance Program (ELAP) was founded in 1989 to provide legal services to low income individuals in East King County. Since that time it has grown into a hybrid organization with volunteer attorneys, paid staff attorneys, and a Fellows Program providing training to attorneys who wish to work in Family Law and survivors of Domestic Violence and or Sexual Abuse. Through these programs clients are offered limited assistance, brief services, and direct representation to help with Domestic Violence Protection Orders, Parenting Plans and other civil legal issues. Services are offered to survivors of Domestic Violence throughout all of King County. ELAP offers over 27 clinics and lectures each month covering numerous civil legal issues. In addition to its in house attorneys, ELAP provides a full time attorney at the DAWN shelter in South King County.
- g. **YWCA of Seattle/King/Snohomish – Sexual Violence Legal Services (SVLS):** Located within the YWCA of Seattle, King and Snohomish counties, SVLS offers victims of sexual assault equitable access to comprehensive legal assistance, prioritizing victims from underserved/vulnerable populations that have been historically marginalized and victims who have multiple emergency legal needs. These services are provided by attorneys who have in-depth training and substantial experience dealing with the specific legal and emotional needs of victims of sexual assault.

V. Crime Victims Service Delivery Plan

The Statewide Integrated Civil Legal Aid to Crime Victims Program (Program) will build upon existing legal services infrastructure and expertise to create a system that will more effectively and robustly respond to the legal needs of victims of crime. The Program will do this by targeting resources into particular areas of existing need that have been identified by providers and community partners and by expanding and replicating successful existing collaborations. The initial primary components of the service delivery plan are as follows:¹⁶

A. Enhancement of CLEAR DV:

Northwest Justice Project (NJP) currently operates the Coordinated Legal Education, Advice, and Referral (CLEAR) hotline that provides a primary entry-point for individuals seeking legal assistance in the State. NJP also operates the CLEAR-DV system that

¹⁶ A consolidated list of VOCA funded attorneys and immigration advocates is attached as Exhibit 1.

provides an avenue for domestic violence and sexual assault advocates around the state a way to refer directly their most compelling and difficult DV and/or sexual assault cases to a CLEAR DV attorney. Over the past several years, the CLEAR DV capacity has declined significantly due to a lack of resources. The Program will rebuild this capacity by adding 2.0 FTE attorneys to this statewide direct service support program.

B. Creation of a CLEAR DV Advocate for Native American Communities:

In addition, the Program will add a specialized statewide CLEAR* DV advocate who will focus on serving Native American communities, reservations and individuals. This will increase CLEAR* DV capacity overall and enable the delivery of culturally relevant legal assistance to Indian victims/survivors of domestic violence statewide.

In Washington, the WomensSpirit Coalition (WSC) is a statewide coalition of Native American domestic violence/sexual assault advocates that supports and assists tribal DV/SA advocates who provide on-reservation services to victims. NJP's CLEAR* DV-NA specialist will coordinate with WSC to conduct outreach to tribal domestic violence advocates and work hand-in-hand with these advocates to provide culturally sensitive legal assistance to these victims/survivors. This new project will initially be staffed by 1.0 FTE attorney.

C. Replication of Successful Integrated Rural Legal Assistance Project:

NJP's recent collaboration with NWIRP and three victim services agencies in the five-county region of North Central Washington to implement and sustain the Integrated Rural Legal Assistance Project (IRLAP) has been highly successful and effective at serving the legal and safety needs of immigrant, limited English proficient, victims/survivors of domestic violence, sexual assault, stalking and date rape. This project provides one attorney each at NJP and NWIRP who accept referrals for representation from the partner victim services agencies, conduct training of the agency DV/SA advocates, provide indirect consultation and pro se assistance, and advocate on their behalf with law enforcement, prosecutors, state agencies and others responsible for protecting the public. While NWIRP assists these survivors with U Visa applications, NJP addresses the family safety, housing, health care access needs that arise from their victimization. In so doing, NJP is able to help victims stabilize their situations and ensure protective safety planning. Together IRLAP assists nearly 600 immigrant/LEP DV/SA clients a year in NC Washington.

The Program will expand this highly successful model to four Washington regions where there are significant immigrant/LEP populations: Pasco/Walla Walla (SE WA), Yakima, Tacoma, Aberdeen/Olympia (Olympic Peninsula), and the Northwest Region (Island/Skagit//Snohomish /Whatcom). This will be accomplished by adding 5.0 FTE attorneys at NJP and 3.5 FTE attorneys and 2 legal advocates at NWIRP. To the extent resources allow, NJP VOCA-IRLAP attorneys will also provide services to non-immigrant crime victims in these regions who are referred through the partner victim services programs.

D. Enhancement of Regional Capacity at Northwest Justice Project

The Program will enhance capacity to respond to the civil legal needs of victims of crime by adding 4 dedicated VOCA attorneys at NJP regional offices in King County (with a focus on serving victims of crime in the South King County region), the Inland Empire region (covering Spokane, Lincoln and Whitman counties); Pierce County and Southwest Washington (including Clark, Skamania, Cowlitz counties).

E. Addressing Needs of Immigrant Domestic Violence and Child Abuse Victims

As a result of increased migration over the past 3-5 years, Washington state has experienced increased numbers of immigrant victims of domestic violence and child abuse who need specialized outreach and services. These victims may not be connected with existing services and are more likely to be considered priorities for immigration enforcement. The Program will provide legal advocacy for these victims who are identified as such while at the regional immigration detention center in Tacoma. NWIRP will deploy 3.5 FTE VOCA attorneys and 2.5 VOCA legal advocates to reach and serve these victims.

F. Continuation of the *Campesina Digna* Project

For the past two years, NJP has sponsored a specialized project to conduct outreach and provide services to victims of agricultural employment-based sexual assault, primarily directed to immigrant non- and limited-English-proficient workers. The project, *Campesina Digna* is based in Wenatchee, and provides services throughout Central WA. *Campesina Digna* integrates litigation strategies with community partnerships to educate agricultural workers that employment-based sexual assault is a crime, can be redressed and need not be tolerated. The project collaborates with the federal Equal Employment Opportunity Commission (EEOC), the Washington State Human Rights Commission (WA HRC), victim services agencies, prosecuting attorneys and other legal aid providers. With culturally and linguistically appropriate legal services, the project creates conditions for victims to safely speak out about workplace abuses and the pervasive tolerance for sexual violence in agricultural industry. To date, the project has made over 1,000 outreach contacts and has taken on more than ten cases. As more cases are identified and pursued, the project has the potential to significantly impact workplace safety for thousands of farmworkers. Funding for *Campesina Digna* ends in September, 2016. In order to carry on and expand this critically important work, NJP will dedicate one VOCA attorney position who will be based in its Wenatchee office.

G. King County Pilot Collaboration with Prosecuting Attorney's Office

The King County based VOCA funded legal services providers will collaborate with the King County Prosecuting Attorney's Office (KCPAO) on a pilot project tentatively called "Project Safety". Project Safety is an integrated approach to addressing the legal needs of crime victims in King County. The goal is to provide crime victims with necessary

legal assistance and representation to address a range of civil legal needs that will help to stabilize their situations in order to effectively address their current circumstances and prevent further victimization.

Working with the KCPAO, NJP, NWIRP, the King County Bar Association (KCBA) Volunteer Lawyers Program, Sexual Violence Legal Services (SVLS) and Eastside Legal Assistance Program (ELAP), Project Safety will triage victims and survivors referred from the KCPAO and their Victims Advocacy Unit to resolve legal problems arising as result of or related to their victimization. The Project Safety framework will include development of an effective assessment tool to provide individualized assessment of legal needs, a referral and triage protocol to ensure that the victim/survivor gets to the appropriate agency for legal help, along with a protective information sharing protocol, and record-keeping on the services provided. Attorneys will be specifically assigned to this project; NJP attorneys will be primarily located in South King County (near the Kent Regional Justice Center), and all providers will coordinate their assigned responsibilities to maximize the resources and avoid duplication of effort.

Staffing capacity for this pilot project will include 2.0 FTE attorneys for NJP and 1.0 FTE attorney for each of KCBA, SVLC, and NWIRP for a total of 5.0 FTE. The project will also coordinate with the 1.0 FTE VOCA funded attorney allocated under this plan at the Eastside Legal Assistance Program (ELAP).

H. Statewide Sexual Violence Legal Services Line

The Program will re-establish the statewide SVLS Legal Line. Similar to NJP's CLEAR* DV, SVLS currently provides remote emergency assistance to victims that is specifically tailored to the needs of sexual assault victims. Callers to the Legal Line receive anonymous legal information and referrals related to their emergency, or if they agree to forego anonymity (so that a conflict check may be conducted) they can receive more extensive legal services by phone and electronically (such as document review and drafting). Although the SVLS Legal Line previously had a statewide service area and received calls from every county in Washington, in the past two years, funding cuts have limited these services to King and Snohomish County. The Program will add 2.0 FTE at SVLS who will provide remote emergency legal services to sexual assault victims outside of King and Snohomish County.

I. Enhanced Capacity at Regional Volunteer Legal Services Programs

The Program will enable four regional volunteer legal services programs that have the capacity and the experience of serving victims of crime to expand and more effectively target their services. The four programs include the King County Bar Association, Snohomish County Volunteer Legal Services, the Tacoma Pierce County Bar Association Volunteer Legal Services Program, and Eastside Legal Assistance Program. Each program will add 1 FTE VOCA attorney who will be dedicated to serving crime victims and who will work to enhance the availability and responsiveness of volunteer attorneys

to handle greater numbers of cases in a manner that is sensitive to the unique challenges faced by crime victims.

J. Statewide Direct Client Service Coordination and Support

A statewide project of this magnitude will require consistent coordination, mentoring, technical assistance and support. As the largest provider of civil legal aid in Washington State and a dedicated statewide support entity, NJP will host two statewide client service advocacy coordinators. These coordinators will work directly with VOCA funded attorneys across the state both within NJP and in the other VOCA funded legal aid programs. They will provide case specific support and technical assistance as well as necessary resources required by field client service providers to effectively and successfully address the civil legal problems that arise from their clients' criminal victimization.

K. Community-Based Non-Legal Crime Victim Service Partners

Crime victims are often traumatized and face a range of problems and urgent needs for help across a wide range disciplines. It is incumbent upon the crime victim service and support community to intentionally work together to minimize adding additional burdens and barriers and to effectively integrate professional services when and where crime victims need them. A central premise of the Integrated Civil Legal Aid to Crime Victims Program is that victims are better served when needed professional services (legal and non-legal) are integrated and delivered at locations where victims go for help in the first instance.

The legal aid programs participating in the Program have a long and successful history of working with community based crime victim service providers. Consistent with the Guidelines and Expectations outlined above (Sec. III), the VOCA funded attorneys described in this plan will build on these relationships and work to establish protocols and systems that allow the timely and effective coordination and integration of legal services where and when victims require them. An initial list of community based programs with which the VOCA funded programs will work is attached as Exhibit 2.

Beyond this, the Office of Civil Legal Aid's Victims of Crime Legal Aid Program Manager and the NJP's crime victims client service advocacy coordinators will coordinate statewide delivery efforts with their peers at other statewide organizations providing services to crime victims including, but not limited to, the Washington Association of Prosecuting Attorneys, the Washington State Coalition Against Domestic Violence, the Washington Association of Sexual Assault Programs and the Washington Coalition of Crime Victims Advocates.

VI. Administration, Support and Oversight

The Office of Civil Legal Aid will assume direct responsibility for administration, support, oversight and assessment of the effectiveness of the Program. A full time Civil Legal Aid to Crime Victims Program Manager will be hired. The Program Manager will:

- A. Originate and monitor sub-recipient agreements with participating civil legal aid programs.
- B. Serve as OCLA's principal liaison with staff at the Office of Crime Victims Advocacy (OCVA) to ensure compliance with applicable federal and state fiscal, administrative and reporting requirements.
- C. Serve as OCLA's principal liaison to staff at the Department of Social and Health Services who administer and oversee VOCA-funded shelter and related services across the state.
- D. Track, aggregate, analyze and report on data documenting the services provided to crime victims, including qualitative and quantitative outcomes achieved.
- E. Ensure agency and sub-recipient compliance with OCVA fiscal, client service and narrative reporting requirements.
- F. Coordinate with statewide organizations providing services to crime victims including, but not limited to, the Washington Association of Prosecuting Attorneys, the Washington State Coalition Against Domestic Violence, the Washington Association of Sexual Assault Programs and the Washington Coalition of Crime Victims Advocates to ensure effective coordination between the VOCA-funded civil legal aid program and other emergency services programs for victims of crime.
- G. Coordinate with the two legal aid NJP-based statewide crime victim advocacy coordinators to ensure that VOCA funded attorneys and advocates receive necessary support and assistance.
- H. Produce an Annual Report on the substance and impact of VOCA-funded civil legal aid services provided to crime victims.