



Funded by  
Governor's Office of Crime Prevention, Youth and Victim Services

**Roper**  
**Victim Assistance**  
**Academy of Maryland**  
[www.RVAAM.US](http://www.RVAAM.US)

School of Criminal Justice  
University of Baltimore

With the support of:

Victim Services Professional Network  
(RVAAM Alumni Association)

Maryland State Board of Victim Services

**WINTER APPLICATION**  
**FEBRUARY 14-18, 2022**



# *The Roper Victim Assistance Academy of Maryland (RVAAM)*

The 22<sup>nd</sup> Academy is scheduled for February 14-18, 2022 to be held at the Bon Secours Spiritual Conference Center, located in Marriottsville, Maryland, for details go to - <https://rccbonsecours.com>.

The Academy is modeled on the National Victim Assistance Academy, the nation's premier training and education program for professionals who assist victims of crime. Traditionally, the Academy offers a rare opportunity to live, work, study and interact with victim service providers from all areas of advocacy. While it is assumed that students have had previous training in their area of specialization, this course provides a fundamental overview of the entire field of advocacy including victimology, victim rights, and victim assistance for residents in Maryland.

## **RVAAM Goals**

- 1. Provide a broad spectrum of basic advocacy training that will standardize the training of crime victim advocates in Maryland.*
- 2. Expand and enhance the level of professionalism within the victim services field.*
- 3. Provide an opportunity to network with other victim service providers.*
- 4. Increase knowledge of national, state, and local resources.*

## **Academy Partner**

The University of Baltimore is located in the cultural district of Baltimore, the economic, cultural and governmental center of Maryland. UB offers more than 50 undergraduate, graduate and professional degree programs. Students acquire long-term learning skills that help them meet the challenges of a 21st-century career. The School of Criminal Justice manages the Academy under the direction of Dr. Deb Stanley.



## **Academy Faculty**

Outstanding state leaders in the field of victimology, criminal justice and victim rights join expert practitioners and host faculty from UB to provide a rich education foundation grounded to practical application across the field.

## **Who Should Apply?**

The RVAAM encourages the attendance of individuals from victim service agencies and other organizations that serve crime victims. This includes paid staff and volunteers from a variety of community-based and system-based programs and other allied professionals such as law enforcement and corrections. We encourage individuals to apply who are responsible for the training of staff who serve crime victims. Up to 35 applicants are accepted into each biannual Academy.

## **Application Process**

An application form is included with this brochure. In order to be eligible for selection, a candidate must submit one typed application and two letters of recommendation; at least one should be a professional recommendation from your supervisor/ program coordinator, and a copy of your Covid-19 vaccination card. Please note that the application requires a signed commitment of agreement to complete the academy. All documents are due prior to February 14th, the starting date of the Academy. The blank application form itself may be photocopied and shared, you may hand write or type the application and email all documents.

## **Email a signed application to:**

***Anne Litecky, Program Manager***  
**[alitecky@ubalt.edu](mailto:alitecky@ubalt.edu)**

**Applications are due before Orientation**

**Friday, January 14, 2022**

## ***Selection Process***

In selecting thirty-five (35) participants from among all those who apply, the Selection Review Board will engage in a process intended to promote an Academy class which reflects a balance in cultural, programmatic, professional, and geographic diversity. Applicants will be notified of their selection status *by NLT January 19, 2022*.

## ***Orientation Meeting***

A Pre-Academy Orientation meeting will be held at the University of Baltimore from 11:30 am- 2:00 pm on Thursday, January 20, 2022. Attendees are required to attend the Orientation meeting. Additional information will be included in your acceptance package; ***please submit your application in a timely manner.***

## ***Academy Logistics and Costs***

The Academy will be held at the Bon Secours Conference and Retreat Center in Marriottsville, MD. Participants will be residing overnight in the lodge located at the Bon Secours Center at no additional cost. All participants must attend the entire Academy, reside at the Bon Secours Center and utilize the meal plan. An all-inclusive cost of \$300 includes tuition and course materials.

**COVID-19 Guidelines:** The Academy will follow the University System of Maryland Covid-19 guidelines requiring all participants to be vaccinated. An evaluation of the “current” Covid-19 pandemic will be made to determine further requirements, including the option of moving the Academy online. The final determination will be made prior to the orientation date of January 20<sup>th</sup>.

## ***Academy Funding Options***

Agencies receiving VOCA funding and have a line item in their budget for training may use those funds to defray the cost of the Academy. Agencies that do not have training funds designated in their approved budgets but have unspent VOCA funds they wish to transfer into a training line item for the Academy, must contact your VOCA Grants Office for approval to do so. You may also want to explore scholarships through the national offices of NCVC or OVC TTAC services.

Applicants, who are able to demonstrate a financial need within their agency, may apply for an Academy Scholarship. There are a limited number of both full and partial scholarships. Once an applicant has been

accepted, the applicant will receive a scholarship request form that requires a signature from their agency’s financial officer that validates the financial need.

## ***Academic Curriculum***

A comprehensive academically based curriculum manual that includes more than 30 subject areas has been developed to serve as the Academy’s primary educational resource tool. The text, which will be provided at orientation, provides the academic foundation and should be read in preparation for the Academy experience.

## ***Academic Credit Option***

Undergraduate and graduate level academic credits in criminal justice are available through the University of Baltimore’s School of Criminal Justice for an additional tuition fee. Credits will be granted upon fulfillment of all requisite conditions and Academy completion. Questions regarding academic credit may be emailed to: [\*\*dstanley@ubalt.edu\*\*](mailto:dstanley@ubalt.edu).

## ***Academy Credit***

Continuing education units will be available for selected professions (e.g. public safety, counseling, social workers, therapists, nurses, etc.).

## ***Certificate of Graduation***

Upon successful completion of the Academy, participants will be awarded a state certificate of completion. Participants may also apply for State of Maryland certification and may also be eligible for NOVA’s National Certification.

## ***Alumni Association***

All Academy graduates are invited to participate in the Academy Alumni Association. The Alumni Association provides a vehicle by which Alumni may sustain an active and vibrant network of communication, coordination, and advocacy with colleagues across the state.

*“I have been a mental health professional for over 20 years and a victim advocate in law enforcement for the past three years. During that time, I have attended many professional trainings. However, the 2012 Roper Academy stands out as being far better than any of the others. The presenters were incredibly skilled and knowledgeable in their areas of expertise. Moreover, the carefully planned program allowed me to develop personally as well as professionally. I look forward to using my new skills to better assist victims of crime in becoming survivors of crime. I especially appreciate the opportunity to stay connected to the academy as well as give something back in my role as an alumni.”-*

***Suzy Boisclair, Ph.D., Victim Advocate, Frederick Police Department***

# Winter 2022 (February 14-18) RVAAM Application

Submit the following application pages along  
with:

personal statement

signed agreement

2 letters of reference

Copy - Covid-19 Vaccination Card

**Email ONLY** Completed Applications to:

Anne Litecky

Program Manager, Roper Victim Assistance Academy of Maryland  
School of Criminal Justice, University of Baltimore

[alitecky@ubalt.edu](mailto:alitecky@ubalt.edu) Phone 410/837-5055

**February 14-18, 2022 Academy Application Form**  
 (Detach from first three informational pages of brochure)

**Print Name** \_\_\_\_\_ **Date** \_\_\_\_\_

**Organization** \_\_\_\_\_ **Work Phone: ( )** \_\_\_\_\_

**Work Fax: ( )** \_\_\_\_\_ **Work Email:** \_\_\_\_\_

**Work Address:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_

**Home Phone: ( )** \_\_\_\_\_ **Cell Phone: ( )** \_\_\_\_\_

**Alternate Email Address:** \_\_\_\_\_

**Current Position:** \_\_\_\_\_ **(Circle 1) Paid or Volunteer**

**Number of years direct victim services** \_\_\_\_\_ **From:** \_\_\_\_\_ **TO:** \_\_\_\_\_

**Education/Degree(s)** \_\_\_\_\_ **Year(s)** \_\_\_\_\_

**Major(s)** \_\_\_\_\_

**Complete all of the following information by checking the appropriate responses:**

**1. Select the *jurisdiction* and *one category* below that *best* describes the type of organization you represent: Jurisdiction: \_\_\_Federal \_\_\_State \_\_\_Local \_\_\_ Tribal**

<b>Criminal Justice-based</b>	<b>Community/Nonprofit-based</b>	<b>Additional Agencies</b>
<input type="checkbox"/> Police/Marshal-based	<input type="checkbox"/> All Victims	<input type="checkbox"/> Youth Services
<input type="checkbox"/> Prosecution-based	<input type="checkbox"/> Sexual Assault	<input type="checkbox"/> Native Americans
<input type="checkbox"/> Court-based	<input type="checkbox"/> Domestic Violence	<input type="checkbox"/> Religious
<input type="checkbox"/> Probation-based	<input type="checkbox"/> Child Abuse	<input type="checkbox"/> Hospital/Medical
<input type="checkbox"/> Corrections-based	<input type="checkbox"/> Drunk Driving	<input type="checkbox"/> State VOCA Assistance Staff
<input type="checkbox"/> Parole-based	<input type="checkbox"/> Homicide Support	<input type="checkbox"/> State Victim Compensation Staff
<input type="checkbox"/> Juvenile Justice-based	<input type="checkbox"/> Missing/Exploited Children	<input type="checkbox"/> Other _____
	<input type="checkbox"/> Elderly Victims	

**2. Select the types of victims that you *primarily* serve below. (Check no more than *three*).**

<input type="checkbox"/> Domestic Violence	<input type="checkbox"/> Drunk Driving	<input type="checkbox"/> Native Americans
<input type="checkbox"/> Sexual Assault	<input type="checkbox"/> Assault/Robbery	<input type="checkbox"/> Property/Economic
<input type="checkbox"/> Child Abuse	<input type="checkbox"/> Elderly Victims	<input type="checkbox"/> Crime/Fraud
<input type="checkbox"/> Survivors of Homicide	<input type="checkbox"/> Missing/Exploited Children	<input type="checkbox"/> Victims with Disabilities
<input type="checkbox"/> Communities of Color	<input type="checkbox"/> Immigrant/Migrant Workers	<input type="checkbox"/> Gay/Lesbian/Bisexual/ Transgender
<input type="checkbox"/> Other		

3. Select the types of services that you *primarily* provide for crime victims in your current position. (Check no more than *five* boxes).

<input type="checkbox"/> Crisis Intervention	<input type="checkbox"/> Criminal Justice System Advocacy	<input type="checkbox"/> Legal Advocacy
<input type="checkbox"/> 24-hour Hotline	<input type="checkbox"/> Court Accompaniment	<input type="checkbox"/> Information/Referral
<input type="checkbox"/> Emergency Medical	<input type="checkbox"/> Restitution Assistance	<input type="checkbox"/> Training/Technical Assistance
<input type="checkbox"/> Shelter	<input type="checkbox"/> Notification	<input type="checkbox"/> Transportation
<input type="checkbox"/> Short-term Counselin	<input type="checkbox"/> Victim Impact Statement Assistance	<input type="checkbox"/> Child Care
<input type="checkbox"/> Long-term Counselin	<input type="checkbox"/> Compensation Claim Assistance	<input type="checkbox"/> Other _____

4. Briefly summarize your current and previous experience assisting crime victims and other relevant employment in the last five years. Provide position, responsibilities, and dates of service in chronological order.

**Position** \_\_\_\_\_ **From:** \_\_\_\_\_ **To:** \_\_\_\_\_

**Organization** \_\_\_\_\_ **Responsibilities** \_\_\_\_\_

**Position** \_\_\_\_\_ **From:** \_\_\_\_\_ **To:** \_\_\_\_\_

**Organization** \_\_\_\_\_ **Responsibilities** \_\_\_\_\_

**Position** \_\_\_\_\_ **From:** \_\_\_\_\_ **To:** \_\_\_\_\_

**Organization** \_\_\_\_\_ **Responsibilities** \_\_\_\_\_

5. Have you attended the National Victim Assistance Academy? \_\_\_ Yes \_\_\_ No If yes, what year \_\_\_\_\_.

6. Briefly describe your interactions with crime victims in your present position. (Please use a *separate sheet* of paper to complete your answer and limit your response to 300 typed words.)

7. Briefly state why you want to attend the RVAAM and how your participation will be of benefit to you (professionally and personally) your organization, and your community. Include any additional information that you believe is important for the applicant selection committee to consider. (Please use a *separate sheet* of paper to complete your answer and limit your response to 450 typed words.)  
*(Attach both your experience and statement of participation to this application form.)*

8. If accepted, I am interested in receiving three credits in the School of Criminal Justice Program University of Baltimore payable to UB. If yes, please check one: \_\_\_ Undergraduate or \_\_\_ Graduate for an additional cost.

9. If accepted, I will be in need of applying for a scholarship through the Academy? \_\_\_ Yes \_\_\_ No MAIL original application, personal statement, signed commitment statement, and two (2) written letters of recommendation (one from your supervisor/program coordinator).

### Commitment of Agreement

By signing below, I signify my commitment to: 1) complete the required preparation and reading; 2) I commit to being in attendance for the full 40-hour Academy, and 3) I acknowledge that the Academy includes some early evening hours as part of the 40-hour training, and that I have made necessary arrangements in advance with my employer regarding this schedule and these total hours, particularly if such hours may conflict with a typical work schedule.

I also agree to abide by all Training Center rules and regulations, I will not bring alcohol or illegal substances to Bon Secours Spiritual Center and if I violate any rules of the training center or Academy, I may be asked to depart early from the Academy training. I also agree to make my own travel arrangements to arrive and depart in a timely manner. I agree to pay the required \$300.00 tuition fees if I am not eligible for a scholarship or other funding.

I am aware, that all cancellations 10 days prior to the start of the Academy, the overnight fees may be billed to the applicant. I also note that if I miss the application deadline of January 14, 2022, I will pay a late fee of \$30.00.

Signature: \_\_\_\_\_  
(original signature required in blue ink)

Date: \_\_\_\_\_

**YOUR APPLICATION PACKAGE MUST BE RECEIVED  
NO LATER THAN FRIDAY, JANUARY 14, 2022.**

#### Primary Curriculum Topics:

- ◆ *History/Scope/Justice Systems*
- ◆ *Restorative Justice*
- ◆ *Victims' Rights and Compliance*
- ◆ *Financial Remedies*
- ◆ *Domestic Violence*
- ◆ *Child Victimization*
- ◆ *Sexual Assault*
- ◆ *Elderly Abuse*
- ◆ *Drunk Driving*
- ◆ *Homicide*
- ◆ *Substance Abuse*
- ◆ *Mental Health*
- ◆ *Workplace Violence*
- ◆ *Terrorism*
- ◆ *Hate Crimes*
- ◆ *Sexual Harassment*
- ◆ *Disabled Victims*
- ◆ *Funding and Evaluation*
- ◆ *Trauma*
- ◆ *Underserved Victims*
- ◆ *Stalking*
- ◆ *Crisis Intervention*
- ◆ *Grief Processing*
- ◆ *Advocacy*
- ◆ *Case Management*
- ◆ *Property/Non-Violent Crime*
- ◆ *Cyber Victimization*
- ◆ *Cultural Diversity/Interfaith*
- ◆ *Certification and Professional Standards*
- ◆ *Special Victim Populations*
- ◆ *Human Trafficking*
- ◆ *Immigrant Victimization*

**The Academy warmly welcomes international applicants.  
However, please note that all Academy sessions will be conducted in English.**

### **Any Questions?**

**If you have any questions or need additional information about the Winter 2022 Academy, please contact:**

**Anne Litecky  
Program Manager  
RVAAM  
Email: [alitecky@ubalt.edu](mailto:alitecky@ubalt.edu)  
(410) 570-1115**

### **Checklist for Applicants:**

**Have you remembered to enclose:**

- ✓ **One completed application**
- ✓ **Personal and experiential statements**
- ✓ **Two letters of recommendation**
- ✓ **Signed statement of commitment**

**NOTE: Payment is not required at the time of application. Upon receiving an acceptance letter, you will be asked to submit payment. \***

**\*If you have any further questions regarding payment, or scholarships, university credits and tuition please contact [dstanley@ubalt.edu](mailto:dstanley@ubalt.edu).**

*The Academy Staff and Alumni wish to thank the Governor's Office of Crime Prevention, Youth and Victim Services for their ongoing support.*