



## SUBMISSION FORM

All submission forms must include the following information. Separate submission forms must be turned in for each eligible program. **Deadline: July 1, 2025.** Please include this submission form as the first page of your electronic entry. If you do not receive an email confirming receipt of your entry within 3 days of submission, please contact [Gage Harter](#).

### PROGRAM INFORMATION

County: Loudoun County  
Program Title: Courthouse Tour Program: Community Experience  
Program Category: Customer Service & Community Outreach

### CONTACT INFORMATION

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### SIGNATURE OF COUNTY ADMINISTRATOR OR DEPUTY/ASSISTANT COUNTY ADMINISTRATOR

Name: Erin McLellan  
Title: Sr. Deputy County Administrator  
Signature: Signed by:  
*Erin McLellan*



**Sheriff Michael L. Chapman**

## **LOUDOUN COUNTY SHERIFF'S OFFICE**

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### **VACo 2025 Achievement Award Nomination**

#### **The Loudoun County Sheriff's Office - Courthouse Tours Community Outreach Program**

##### **EXECUTIVE SUMMARY**

The Loudoun County Sheriff's Office offers comprehensive guided courthouse tours as part of its ongoing community outreach efforts. This educational program is tailored for diverse audiences, including the general public, government agencies, homeschool groups, Boy and Girl Scouts, law camps, and law enforcement organizations at the local, state, and federal levels. Designed to inform and inspire, the tours provide valuable insights into courtroom procedures, court security operations, and the vital responsibilities of law enforcement personnel within the judicial system. Particularly beneficial for aspiring attorneys and future law enforcement professionals, the program promotes a deeper understanding of the justice system's inner workings. It also serves as a platform for fostering transparency, strengthening community relationships, and reinforcing public trust in both public safety and judicial institutions. The program has experienced notable growth. In late 2023, three tours were conducted with 62 participants. In 2024, interest expanded significantly with 27 tours serving 580 individuals. As of mid-2025, tours continue, so far reaching 228 participants. These tours continue to play a critical role in civic education and community outreach, offering an informative and engaging experience that underscores the importance of law, order, and justice in society. The tours offer a unique platform to bring together various justice system partners, allowing participants to see the cohesive and collaborative efforts that support law and order in Loudoun County. The need for the program continues to grow as interest in legal and law enforcement careers increases, particularly among youth and community organizations. Additionally, in an era where public scrutiny of justice institutions is high, this program serves as an essential tool to bridge the gap between perception and reality, helping to reinforce the legitimacy and transparency of the judicial process.

# VACo 2025 Achievement Award Nomination Customer Service & Community Outreach

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## **The Loudoun County Sheriff's Office Courthouse Tours: Community Experience**

### **PROGRAM OVERVIEW**

The Loudoun County Sheriff's Office Courthouse Tour Program was created to provide the community with a meaningful, educational experience that promotes transparency, trust, and a better understanding of the local justice system with no cost attached. The primary objectives of the program are to educate participants on court security operations, the responsibilities of law enforcement personnel within the courthouse, and the structure and function of the judicial system. The program also aims to inspire future legal and law enforcement professionals by offering them a behind-the-scenes look at real-world operations. By engaging with diverse audiences—including youth organizations, law camps, homeschool groups, government schools, and other law enforcement agencies—the program fosters informed citizenship and supports positive relationships between the public and those who serve them. The audience is exposed to the core components of the judicial system: Community Corrections, Juvenile Court Services, the Commonwealth Attorney's Office, Judges, Attorneys, Law Enforcement, and the Clerk's Office.

Development of the Courthouse Tour Program began as part of the Loudoun County Sheriff's Office's broader strategy to enhance community outreach and engagement. The planning phase focused on identifying key educational components, coordinating with courthouse personnel, and developing tour logistics to ensure safety and accessibility. The program was implemented in phases, starting with smaller group tours and gradually expanding to accommodate higher interest and larger audiences. Since its launch, the program has been refined to include interactive elements and expanded information on the various roles within the justice system.

One of the program's greatest strengths lies in the collaboration with our justice system partners. Agencies such as Community Corrections, Juvenile Court Services, the Clerk's Office, and members of the legal community, including attorneys and judges, and the Law Library have contributed their time and expertise to enrich the experience for participants. This collaborative approach not only broadens the educational value of the tours but also demonstrates the unified effort that underpins our justice system. A key indicator of the program's success has been the number of repeat participants and referring organizations. Groups that have previously attended frequently return with new participants, reflecting both the quality and impact of the experience. This growing demand reinforces the program's value and highlights its effectiveness in building lasting connections between the community and the justice system.

## **THE COST OF THE PROGRAM**

The Courthouse Tour Program is offered completely free of charge to all participants, reflecting the Loudoun County Sheriff's Office's commitment to accessible community education and engagement. As part of the experience, attendees receive Sheriff's Office memorabilia, educational materials, and small keepsakes such as mini judges' gavels, which serve as both informative tools and lasting reminders of their visit. By eliminating financial barriers and providing meaningful takeaways, the program ensures that individuals from all backgrounds have the opportunity to learn about the justice system in an interactive and memorable way.

## **THE RESULTS/ SUCCESS OF THE PROGRAM**

The success of the Courthouse Tour Program is evident in the lasting impact it has had on participants from a wide range of backgrounds. Several students who attended the tours were inspired to further their interest in the legal field by enrolling in the Thomas Horne Law Camp, hosted by retired Circuit Court Judge Horne. Others have gone on to college and reconnected with the very deputies who led their courthouse tours at career and recruiting events, reinforcing the positive influence of early exposure to law enforcement and the justice system. In some cases, individuals who had faced legal troubles were given a second chance through participation in the program, allowing them to better understand the consequences of their actions and redirect their paths. These powerful outcomes demonstrate the

program's effectiveness in shaping informed, motivated, and responsible individuals who carry the experience with them into the future.

## **CONCLUSION**

The Loudoun County Sheriff's Office Courthouse Tours – Community Outreach

Program merits recognition with an achievement award due to its exceptional role in fostering transparency, public education, and strengthening community trust.

This program goes beyond traditional outreach by providing an immersive, hands-on learning experience that demystifies the judicial system and highlights the critical role of law enforcement in maintaining public safety. Its ability to engage a wide spectrum of participants—from youth groups and homeschoolers to prospective legal professionals and law enforcement officers—demonstrates its broad impact and adaptability. The program's success in strengthening community relationships and inspiring future legal and law enforcement careers exemplifies excellence in public service and community engagement.

Furthermore, the program's measurable outcomes and sustained growth underscore its value and effectiveness. The increasing number of tours and repeat participants, along with meaningful testimonials from attendees who have pursued law camps, higher education, or made positive life changes, highlight the program's lasting influence. The collaboration with multiple justice system partners enriches the educational experience and reflects a unified commitment to justice and public safety. By honoring this program with an achievement award, the recognition would not only celebrate these accomplishments but also encourage continued innovation

and investment in community-centered initiatives that enhance public trust and civic understanding.



LOUDOUN COUNTY  
GENERAL DISTRICT COURTHOUSE  
2 CHURCH STREET



Arwa Arisnanda

Magnolia

Texas

Ibrahim

Anita

Leila

Mason

Mohana

Parker

Sophom

Tyler



Claribel

Gemma  
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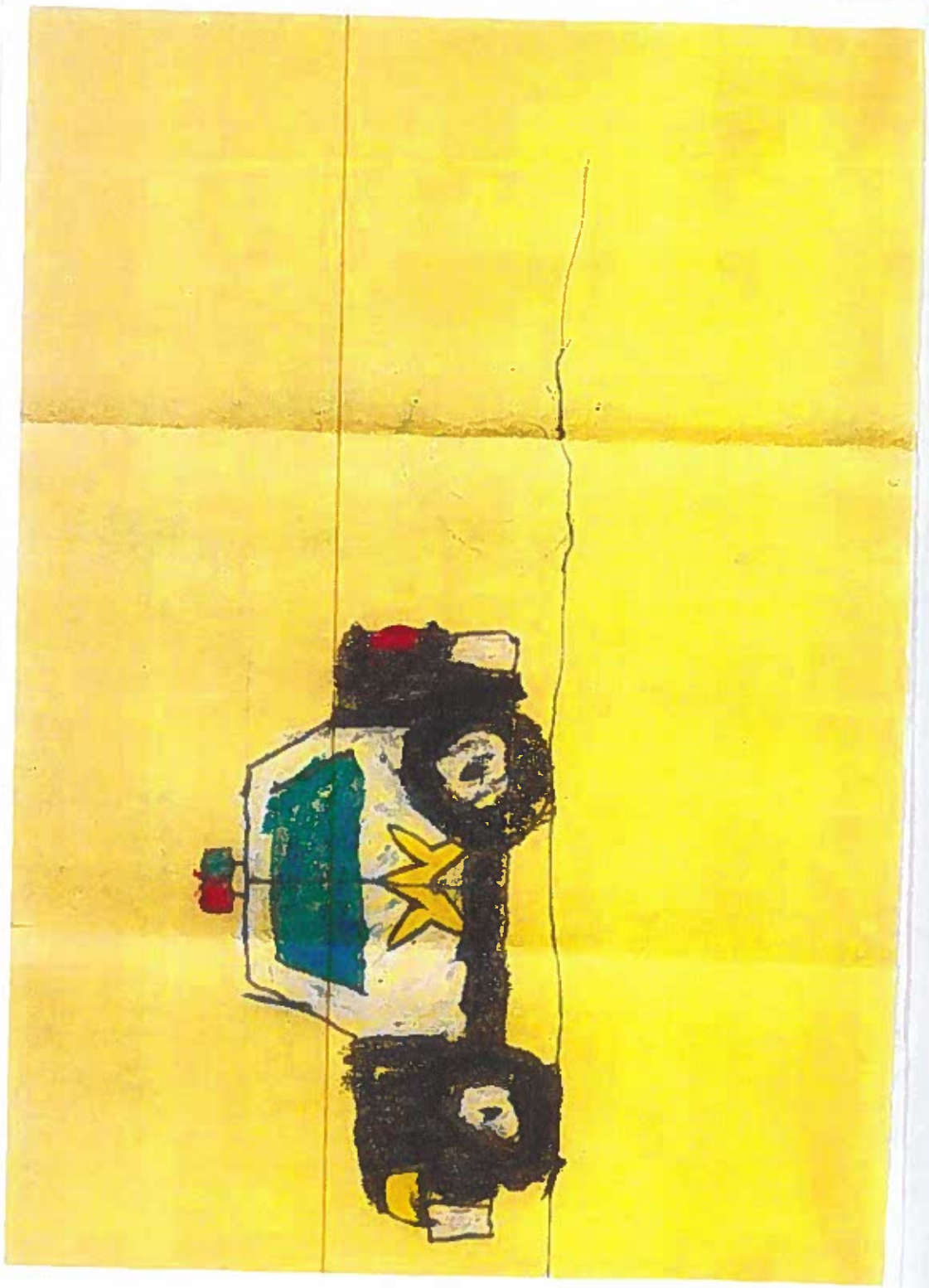
Natalie

Avy  
Mrs. Ruminski

Mikaela H.  
Larayo S.

Ally G.  
Milo K!

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CUNnet thank you!

CA/nn

This was an awesome field trip!  
Thanks so much to everyone who took time to teach us - it was very interesting!  
Kathy Doby

Grace

Ms. Rachel

Thank you so much for giving of your time for our co-op. It was so informative and interesting!  
Jannie Schurr

Tucker

We really enjoyed our time! Thank you!  
the Jones Family

Bennett

Christa Greene

Thank you!  
Angie

Thank you Officer Thomas & team for your time teaching us.

Sincerely,

FLT

friends learning together

Thank you so much for your time. This was so informative. I may have enjoyed it more than anyone. My kids still tell everyone about Boons. :)  
Ana Nieto