**UNITED STATES DISTRICT COURT**
**WESTERN DISTRICT OF NORTH CAROLINA**
**CRIMINAL JUSTICE ACT ("CJA") PANEL**
**APPLICATION FOR TRANSITION FROM TRAINING TO GENERAL PANEL**

This application is to be completed by attorneys currently on the CJA Training Panel who wish to participate in the CJA Panel, established in the Western District of North Carolina as part of the Plan for representation of indigent defendants under the Criminal Justice Act of 1964, as amended in 18 U.S.C. § 3006A. *Please answer all questions, marking "N/A" if a question is not applicable. If you need additional space to answer any question completely, please attach an additional sheet.* ***Please submit all required attachments with your initial submission to NCW_CJAPanelApplication@fd.org.***

**Please indicate in which divisions you are willing to accept case assignments:**
☐Charlotte ☐Asheville ☐Statesville ☐CVB Court ☐Any Division

Name: _____

Law Firm: _____

Physical Office Address: _____

City: _____ State: _____ Zip:_____ Email:_____

Phone: _____ Cell: _____ Fax: _____

Mailing Address (if different): _____

City: _____ State: _____ Zip:_____

**1. Dates of Admission:**
(a) North Carolina State Bar: _____ Bar No. _____
(b) Federal District Court, WDNC: _____
(c) State of NC: _____
(d) Fourth Circuit Court of Appeals: _____
(e) U.S. Supreme Court: _____
(f) Other U.S. District Courts:

**2. What is the nature of your current law practice?**

_____% Civil _____% Criminal
_____% Trial (Criminal) _____% Appeal (Criminal)
_____% Adult _____% Juvenile
_____% Felony _____% Misdemeanor

**3. On average, how many times do you appear in court per month?** _____

**4. If you worked with an attorney mentor during your time on the CJA Training Panel, please provide your mentor's name and contact information:**

**5. Since becoming a member of the CJA Training Panel, have you been suspended or removed from any CJA Panel or list, or from any equivalent state-level indigent defense list?** ☐Yes ☐No
If "Yes", please list give additional details.

**6. Practice Experience**

**CASE REPRESENTATION**
Number of federal **felony** case representations (as lead counsel): _____

Please list the case name, docket number and judge for any federal felony cases that you handled **as lead counsel**:

| Case | Docket Number | Judge |
|---|---|---|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Number of federal **felony** case representations (as "second chair"*): _____
**In this context, "second chair" means significant involvement in Bail Reform Act issues, discovery review, defense investigation, witness interviewing, plea negotiations and/or trial preparation, and PSR review and sentencing preparation).*

Please list the case name & docket number and the name and contact information for the lead counsel for any federal felony cases that you handled as **"second chair"**:

| Case & Docket Number | Lead Counsel & Contact Info |
|---|---|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Number of state **felony** criminal representations (as lead counsel): _____

**TRIAL EXPERIENCE** (trials handled to verdict during the **last ten years**)

*CRIMINAL*
Number of federal felony trials: _____ First-Chair: _____ Second-Chair: _____
Number of state felony trials: _____ First-Chair: _____ Second-Chair: _____

Number of federal misdemeanor trials: _____
Number of state misdemeanor trials: _____

*CIVIL*
Number of federal jury trials: _____ Number of state jury trials: _____

***APPELLATE*** *(Identify the number of appeals you have handled as counsel of record through briefing and oral argument, if applicable.)*
Number of federal criminal appeals: _____ Number of state criminal appeals: _____

*OTHER RELEVANT TRIAL/LITIGATION EXPERIENCE*

**7. Areas of Specialized Experience (please check all that apply)**

☐Tax Law ☐Accounting ☐Environmental Law
☐Immigration ☐Computer Forensics ☐Psychiatric Defenses
☐Health Care ☐Medical Background ☐Mitigation Development
☐ Other: _____

**8. Please list any specialist certifications you hold in North Carolina:**

**9. Please list any foreign languages you speak and your level of proficiency:**

**10. Are you a current member or officer of an organization that involves criminal law?**
☐Yes ☐No

If "Yes", please check all that apply.
☐NC State Bar, Criminal Justice Section ☐NC State Bar, Other: _____
☐ABA, Criminal Law Section ☐ABA, Other: _____
☐NACDL ☐NLADA ☐MCCDL
☐Other: _____

**11. Since becoming a member of the CJA Training Panel, have you attended a continuing legal education (CLE) seminar on any of the following topics?**

a. United States Sentencing Guidelines ☐Yes ☐No
b. Federal Criminal Law ☐Yes ☐No
c. Federal Rules of Evidence ☐Yes ☐No
d. Federal Rules of Criminal Procedure ☐Yes ☐No
e. Trial Advocacy ☐Yes ☐No

**12. Have you ever been publicly or privately disciplined by the bar of any state or by any court or agency as an attorney, as a member of any other profession, or as a holder of any public office** ☐Yes ☐No
If "Yes", please give additional details.

**13. Are any charges or complaints now pending before any court or agency concerning your conduct as an attorney, as a member of any other profession, or as a holder of public office?** ☐Yes ☐No
If "Yes", please give additional details.

**14. Since becoming a member of the CJA Training Panel, have you been arrested, summoned, charged or convicted of any criminal offense (excluding minor traffic violations)?** ☐Yes ☐No
If "Yes", please give additional details.

**15. Since becoming a member of the CJA Training Panel, have you been the subject of a contempt proceeding?** ☐Yes ☐No
If "Yes", please give additional details.

**16. Since becoming a member of the CJA Training Panel, have you been relieved from an assigned case for any reason, other than your client retaining another attorney?**
☐Yes ☐No
If "Yes", please give particulars, including case name, case number, judge, and the reason for being relieved if not privileged.

**17. I certify that I have read and will comply with all obligations of the current CJA Plan for the Western District of North Carolina.** ☐Yes ☐No

**18. I agree to attend at least twelve (12) hours every two years of continuing legal education pertaining to federal criminal law and procedure.** ☐Yes ☐No

**19. Do you certify that, over the past year, you have thoroughly read the Federal Rules of Criminal Procedure, Federal Rules of Evidence, Bail Reform Act, and the Federal Sentencing Guidelines?** ☐Yes ☐No

**20. Are you willing to serve (you must check *at least* one):**

a. as a mentor or lead counsel to attorneys on the CJA Training Panel? ☐Yes ☐No
b. on CJA training programs for the district? ☐Yes ☐No
c. on the CJA Panel Committee? ☐Yes ☐No

**21. By checking the following, you certify that you have access to the following, as required by the CJA Plan in this district:**

☐Physical office space within this district for meeting with clients and family;
☐A computer with unlimited internet access;
☐Active log-in accounts with ECF for the Western District and the Fourth Circuit;
☐Access to on-line or other computer-assisted legal research;
☐Voicemail, a telephone answering machine or an equivalent answering service;
☐Ability to accept collect calls from detention facilities.

**I hereby certify that the above information is true and correct.**

_____ _____

Applicant's Signature Date

*REQUIRED ATTACHMENTS*

*1*. Certificate of Good Standing from the North Carolina State Bar;

*2*. CLE Attendance History Report from the North Carolina State Bar which summarizes your CLE attendance over the past three (3) years;

*3*. Writing sample in the following order of preference: a) your most recent federal substantive motion; b) a substantive filing within the last year in a federal criminal case; or c) a substantive filing within the last year in a state criminal case.

*4*. Three (3) letters of recommendation from either: a) state judges or b) attorneys with significant federal criminal defense experience who have expressed an informed opinion as to why I am competent to represent indigent defendants who are charged with federal crimes; and

5. Names of any federal judges whom you would like the CJA Panel Committee to contact.