

**UNITED STATES DISTRICT COURT FOR THE  
WESTERN DISTRICT OF MISSOURI**

**APPLICATION FOR THE CRIMINAL JUSTICE ACT (CJA)  
PANEL OR THE CJA MENTORSHIP PROGRAM \***

Please indicate whether you are applying for the CJA Panel or to be mentored through the CJA Mentorship Program.

CJA Panel

CJA Renewal Application due to expiration of current CJA term

Please indicate the division for which you are applying:

- Western/St. Joseph Division Panel
- Southern/Southwestern Division Panel
- Central Division Panel

Membership on a panel other than the panel in the division closest to where the applicant has an office or residence is subject to the needs of the Court.

Would you be willing, if special circumstances warrant, to accept appointments in the other divisions? If yes, please specify:

- Western/St. Joseph Division Panel
- Southern/Southwestern Division Panel
- Central Division Panel

CJA Mentorship Program

\* The United States District Court for the Western District of Missouri, Western Division, in conjunction with the CJA Panel Selection Committee, will oversee a pilot program in which attorneys who do not have the requisite experience to qualify for membership on the regular CJA Panel will be eligible to assist members of the Panel and the Federal Public Defender's Office in a "second-chair" capacity, to gain the necessary experience required to provide high quality defense representation in federal criminal cases.

**A. General:**

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Last Name	First Name	Middle Initial
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Name of Firm

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Street Address

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City	State	Zip Code
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Office Phone Number	Cell Phone Number
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Fax Number	Email Address
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**B. State Bar Memberships:**

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State	Bar ID Number	Date of Admission
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State	Bar ID Number	Date of Admission
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Date Admitted to the Bar of this Court: \_\_\_\_\_  
Date of Admission

Date Admitted to the Bar of the Court of Appeals for the Eighth Circuit: \_\_\_\_\_  
Date of Admission

List all other Courts in which you are presently admitted to practice, including the dates of admission:

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Court	Date of Admission
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Court	Date of Admission
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Court	Date of Admission
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**C. Legal Education:**

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School	Degree	Date
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School	Degree	Date
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**D. (For CJA Renewal Applicants only) Certification of Compliance with the Continuing Legal Education Requirements of Section XIII.B.4 of the CJA Plan:**

Have you satisfied the CJA Plan's requirement that you complete 6 hours of continuing legal education relevant to federal criminal practice annually?

Yes       No

If yes, please list all courses that you are relying on to satisfy the Continuing Legal Education requirements of the CJA Plan.

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If no, please explain how you intend to meet this requirement prior to the expiration of your term.

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**E. Professional Experience:**

Please complete the following for each professional employment held during the past ten years (use additional sheets and duplicate this section, if necessary).

1. Employer, firm or agency: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_

Position you held (e.g., associate, partner, assistant public defender, assistant prosecutor, judicial law clerk):

\_\_\_\_\_

Dates of employment: \_\_\_\_\_

2. Employer, firm or agency: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_

Position you held (e.g., associate, partner, assistant public defender, assistant prosecutor, judicial law clerk):

\_\_\_\_\_

Dates of employment: \_\_\_\_\_

**F. Disciplinary Actions:**

Have you ever been disciplined, or are you the subject of any pending disciplinary action, by the Bar of any jurisdiction or by any Court? \_\_\_\_\_ If yes, please explain.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been cited for contempt of any Court or body having the power of contempt? \_\_\_\_\_ If yes, please provide complete details.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**G. Criminal Practice Experience:**

During the past five years, what percentage of your practice has been criminal trial work?

\_\_\_\_\_ % How many cases does this equate to? \_\_\_\_\_

Please indicate whether you were lead counsel or second chair and whether these cases were felonies or misdemeanors. \_\_\_\_\_

How many pretrial hearings in federal criminal matters have you conducted in the last five years?

\_\_\_\_\_ How many were: \_\_\_\_\_ Detention hearings  
\_\_\_\_\_ Pretrial motions (suppression or discovery)  
\_\_\_\_\_ Other: \_\_\_\_\_

How many sentencing hearings have you handled?

Federal Court \_\_\_\_\_

State Court \_\_\_\_\_

How many criminal cases have you tried to verdict?

Federal Court \_\_\_\_\_

State Court \_\_\_\_\_

When was your most recent federal criminal jury trial? \_\_\_\_\_

When was your most recent state criminal jury trial? \_\_\_\_\_

How many criminal appeals have you handled? \_\_\_\_\_

How many 18 U.S.C. § 2255 cases have you handled? \_\_\_\_\_

Please list any federal district or magistrate judges before whom you have represented a criminal defendant.

\_\_\_\_\_  
\_\_\_\_\_

Have you at any time been a member of the CJA Panel for this or any other Court?

Yes  No

If yes, please state:

Which Court(s): \_\_\_\_\_

Dates of membership: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Have you ever been removed from, or been asked to resign from, a CJA Panel? If yes, please explain.

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For those whose term on the CJA Panel is expiring and who are reapplying to be on the CJA Panel, please provide the following information:

How many CJA cases have you been appointed to since being selected to be on the CJA Panel which began June 1, 2018? \_\_\_\_\_

Please identify by name and case number those cases to which you were appointed since being selected to be on the CJA Panel.

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Please indicate if you have used or contracted with any third party service providers, such as experts or investigators, since being appointed to the CJA Panel.

- Yes I have used third party service providers
- No I have not used third party service providers

If yes, please describe your experience with the use of third party service providers.

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For those applying for the Mentorship Program, please provide any other information, including any civil litigation experience, which may be helpful to the Committee in determining your eligibility for the Mentorship Program.

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**H. E-Discovery Experience:**

Are you familiar with the “Recommendations for Electronically Stored Information (ESI) Discovery Production in Federal Criminal Cases” prepared by the Department of Justice (DOJ) and Administrative Office of the U.S. Courts (AO) Joint Working Group on Electronic Technology in the Criminal Justice System (JETWG)?

Yes       No

Have you reviewed the Western District of Missouri’s Principles and Recommendations for Managing Discovery of Electronically Stored Information in Criminal Cases, which can be found on the Court’s website?

Yes       No

What is the largest volume of discovery material that you have been required to produce or review in a criminal case?

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What programs have you used to store, retrieve or review discovery in document intensive cases?

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**I. Special Skills/Interests:**

If you believe you have special skills or experience which would make you more qualified to handle certain types of cases, please advise:

- Foreign Language Proficiency \_\_\_\_\_
- Computer Forensics \_\_\_\_\_
- Large Narcotics Conspiracy Prosecutions \_\_\_\_\_
- Sex Offenses \_\_\_\_\_
- Tax Fraud \_\_\_\_\_
- Health Care Fraud \_\_\_\_\_
- Mortgage Fraud \_\_\_\_\_
- Environmental Crimes \_\_\_\_\_
- Immigration \_\_\_\_\_
- Psychiatric and Psychological Issues \_\_\_\_\_
- Appellate Work \_\_\_\_\_
- Defense of Death Penalty Cases \_\_\_\_\_
- Post-Conviction Death Penalty Cases \_\_\_\_\_
- Other \_\_\_\_\_

Would you be interested in being appointed to 18 U.S.C. § 2255 cases?     Yes         No

If yes, please describe your past experience representing defendants in § 2255 cases.

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Would you be interested in serving on a panel of lawyers appointed to provide representation in capital cases at either the trial or appellate stage?

Yes         No

If yes, please fill out the Capital Panel Addendum even if you do not currently have experience in capital cases but are willing to work with attorneys who are experienced in this area.



**J. References:**

Please provide three references who are familiar with your legal skills.

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Name	Position	Phone Number
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Name	Position	Phone Number
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Name	Position	Phone Number
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**K. Additional Information**

Please list any additional information you feel is pertinent, but not covered above.

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**I HEREBY CERTIFY** that I have read and am familiar with the Criminal Justice Act Plan for the United States District Court for the Western District of Missouri; that I meet the eligibility qualifications to be considered for the CJA Panel as set out in section X.C.3. of the Plan; that I will comply with all requirements of the Plan, including the requirements of sections XIII, XIV and XV; and that the information set out above in this application is true and correct.

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Signature	Date
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**Voluntary Self-Identification Questions:**

The CJA Committee is committed to the development of a diverse CJA Panel attorney program. To assist the Committee in developing equal employment opportunities within the CJA Panel attorney program, you are requested to provide the information below. (The solicitation of this information is in accordance with the policy of the Judicial Conference of the United States and the Administrative Office of the U.S. Courts.) **Your furnishing of this requested information is voluntary. Your failure to do so will have no effect on your CJA panel membership.**

Number of years you have practiced law: \_\_\_\_\_

Race: \_\_\_\_\_

Gender: \_\_\_\_\_

Disability:  Yes  No

**CAPITAL PANEL ADDENDUM**  
**(to be filled out only if you are interested in serving on a capital panel)**

1. What experience do you have in criminal defense of capital cases?

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2. In how many capital cases have you been lead or learned counsel? Please identify the cases by name, jurisdiction and docket number.

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3. What training programs have you attended on criminal defense in capital cases? Please specify the names and dates of the programs.

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4. What experience do you have in post-conviction capital proceedings? Please list case names, jurisdictions, and docket numbers.

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5. Why do you want to be on the CJA Capital Panel?

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I have read the foregoing application and certify that the information I have provided is true.

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Signature

Date

