

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

**MEDIATION AND ASSESSMENT PROGRAM (MAP)
APPLICATION FOR CATEGORY II LIST OF NEUTRALS**

Provided you meet the requirements in Section III of the MAP General Order to be on the Court's Category II List of Neutrals which is maintained internally, please complete the application form and send to the MAP Office for consideration by the Category II Selection Committee by **August 15, 2025**. Determinations on inclusion will be made by September 10, 2025. If selected, you must attend the training in Kansas City on Thursday, October 2 from 11:00 a.m. to 1:30 p.m. absent an unavoidable conflict. Preferred transmission is via e-mail to map@mow.uscourts.gov. You may also fax to 816-512-5089 or mail to:

Mediation and Assessment Program
Laurel Stevenson, Director
Charles Evans Whittaker Courthouse
400 E. 9th Street, Room 3238
Kansas City, Missouri 64106

Not all questions are applicable to all applicants. If a question is not applicable, please specifically mark "N/A" and provide an explanation if an explanation is necessary. Please do not leave any section blank.

Please indicate the division in which you reside:

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

Assignment of cases in Category II will primarily be in the division closest to where the applicant has an office and subject to the needs of the Court.

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

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

A. General:

Last Name	First Name	Middle Initial
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Name of Firm

Street Address

City	State	Zip Code
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Office Phone Number	Office Fax Number
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Email Address

Biography Link

B. State Bar Memberships:

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
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Date Admitted to (the Bar of) the Court of Appeals for the Eighth Circuit:	Date of Admission
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List all other Courts in which you are presently admitted to practice, including the dates of admission:

State	Date of Admission
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State	Date of Admission
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State	Date of Admission
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C. Legal Education:

School	Degree	Date
School	Degree	Date

D. Court Admission and ADR Training/Exposure:

1. Are you admitted to and in good standing in this Court?
☐ Yes ☐ No
2. Have you been exposed to mediation or other ADR in federal court?
☐ Yes ☐ No
3. Have you received any in-person training under Missouri Rule 17 or its equivalent?
☐ Yes ☐ No

If you answered yes to questions D. 2 and/or 3, please provide information as to when and where:

4. Are you willing to have at least three hours of ADR CLE annually?
☐ Yes ☐ No

E. Prior Professional Experience:

1. Employer, firm, or agency: _____
Address: _____
Telephone: _____
Name of supervisor: _____
Position you held or hold? _____
Dates of employment: _____

2. Employer, firm, or agency: _____
Address: _____
Telephone: _____
Name of supervisor: _____
Position you held: _____
Dates of employment: _____

F. Aptitude and Fitness:

(If explanation is needed beyond the space provided, please note and attach an additional page(s) to your application with the additional explanation). This information will assist in assessing an applicant's aptitude and fitness to uphold the standards, guidelines, rules, and principles applicable to the MAP General Order and expected by the Court en banc. An affirmative response(s) does not automatically disqualify an applicant.

1. 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?

☐ Yes ☐ No If yes, please explain:

2. Have you ever been cited for contempt of any Court or body having the power of contempt?

☐ Yes ☐ No If yes, please explain:

3. Have you ever been convicted of or pleaded guilty to a felony or a misdemeanor?

☐ Yes ☐ No If yes, please explain:

4. Have you ever been sued for fraud or for any claim which called into question your honesty/truthfulness?

☐ Yes ☐ No If yes, please explain:

5. In the past 12 months or currently, have you been a party to any litigation?

☐ Yes ☐ No If yes, please explain:

6. In the past 12 months, have you applied for and been denied membership in any organizations and/or association?

☐ Yes ☐ No If yes, please explain:

7. Is there any other information that you believe should be considered in connection with your ability and fitness to serve as a Category II Neutral, including but not limited to the oath to uphold the Constitution and/or the Rule of Law, which may cause a reasonable person to question your ability to serve as a Neutral?

☐ Yes ☐ No If yes, please explain:

G. Civil Practice Experience:

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

_____ % How many cases does this equate to? _____

Please indicate whether you were lead counsel or second chair and specify types of cases (employment, FCRA, class actions, products liability, personal injury, etc.):

2. How many pretrial hearings in federal civil matters have you conducted in the last five years? _____

3. How many civil cases have you tried to verdict?

Federal Court: _____

State Court: _____

4. When was your most recent federal civil jury trial? _____
5. When was your most recent state civil jury trial? _____
6. How many civil appeals have you handled? _____
7. Please list any federal district, federal magistrate, or federal bankruptcy judges before whom you have represented a client:

H. ADR and Discovery Information:

1. Have you served as a Mediator ____ Facilitator ____ Arbitrator ____ Other ADR role
(Specify)_____

If you have served as a mediator, please specify the number of mediations you have conducted:

In-person: _____ Zoom or other virtual means: _____

If you have served as a Facilitator or Arbitrator, please specify the approximate number of times:

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

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

5. Have you ever served as a Special Master or a Court-Appointed Neutral in jurisdictions which use that term or a similar term in lieu of Special Master?

☐ Yes ☐ No

If yes, please state the number of times: _____

6. Have you at any time been on the List of Neutrals (or List of Mediators) for this Court or any other Court?

If yes, please specify: _____

7. Charges for ADR services:

If applicable, please state the current hourly rate charged for your ADR services: _____

If you do not currently charge for ADR services but are selected for the List, please state the planned hourly charge for ADR services: _____

Hourly ADR services may not be increased for the year in which they are submitted, absent advance approval from the MAP Director or a written agreement between the parties prior to rendering ADR services.

8. Have you ever been removed from, or been asked to resign from, a CJA Panel, List of Neutrals, or List of Mediators?

☐ Yes ☐ No

If yes, please explain:

I. Special Skills/Experience:

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

- ☐ Trade Secrets
- ☐ FLSA
- ☐ FCRA
- ☐ Fraud
- ☐ Patent, Trademark, and/or Copyright (Specify if limited: _____)
- ☐ Class Actions
- ☐ Insurance (Mark all that apply): Coverage _____ Policyholder _____ Carrier _____

Other Insurance (Specify) _____

- ☐ Employment (Specify if only Labor _____ Management _____ Employee _____)
- ☐ § 1983 Cases
- ☐ Contracts
- ☐ Other (Please specify): _____

J. References:

Please provide three references who are familiar with skills you have that are well-suited to ADR.

Name	Position	Phone Number
Name	Position	Phone Number
Name	Position	Phone Number

I HEREBY CERTIFY that I have read and am familiar with the MAP General Order for the United States District Court for the Western District of Missouri and that I meet the eligibility qualifications to be considered for the Category II MAP assignment. I further attest that: 1) I have not demonstrated any trait or behavior that is reasonably believed to be contrary to the effective and efficient management of the MAP; 2) I am not the subject of any disciplinary proceeding or law enforcement investigation (which involves truthfulness) or other matters contrary to the administration of justice; 3) I agree to serve as a mediator or facilitator (as opposed to advocate for entire case) pro bono periodically as assigned by the Director or any Western District Judge; and 4) the information set out in this application is true and correct.

Signature	Date
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Voluntary Self-Identification Questions:

Your furnishing of this requested information is voluntary and is for internal use only. It will not be distributed, other than in connection with general statistics and information regarding individuals who serve the Program. No names or other specific identifying information will be disclosed. Your failure to respond to the Voluntary Self-Identification Questions will have no effect on your application.

The Court is committed to the development of a Category II Neutral List that serves a broad range of individuals, organizations, nationalities, cultures, and interests. To assist the Court en banc in addressing services consistent with the ADR Act of 1998 and serving thousands of individuals, organizations, and interests, you are requested to provide the information below. (The solicitation of this information is in accordance with guidance from the Judicial Conference of the United States and the Administrative Office of the U.S. Courts.)

Number of years you have practiced law: _____

Race: _____

Gender Identification: _____

Disability: ☐ Yes ☐ No