

**UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF DELAWARE
CJA PANEL APPLICATION**

This Criminal Justice Act Panel Application is to be completed by attorneys requesting to represent clients under the provisions of the Criminal Justice Act in the United States District Court for the District of Delaware, pursuant to 18 U.S.C. § 3006A.

The following documents must accompany the application:

- Two letters of recommendation from either members of the Judiciary before whom you have appeared or from attorneys who practice criminal law. Letters should be from those who are familiar with your work and can attest to your ability to represent criminal clients;
- A resume that includes, at a minimum, college, school, and any post-law school employment;
- A copy of a Certificate of Good Standing from your State Bar;
- A copy of a CLE Attendance History Report from CLE Board which summarizes your CLE attendance over the past three (3) years; and
- Samples of your writing in the following order of preference: 1) if possible, submit two federal sentencing submissions; 2) if not, provide a recent (preferably within the past year) substantive piece of writing in a criminal case; 3) if you cannot provide either 1 or 2, please submit a recent (preferably within the past year) writing sample from any case.
- A Letter Statement by you committing to completing at least eight (8) CLE credits every two (2) years in a course covering Delaware federal criminal defense as offered during the Bi-Annual Delaware Federal Bench Bar Conference, by the Delaware Federal Public Defender, or other CLE approved provider.

The Criminal Just Act Panel Selection Committee for the United States District Court for the District of Delaware will recommend attorneys to fill vacancies on the CJA Panel Consistent with the following procedures:

- The Committee will meet each year in September to consider the recommendation of attorneys to fill any vacancies that may exist on the Panel.
- At these meetings, the Committee will consider all applications received during the year. Any application received by the Court after September 15 will not generally be considered until the next annual meeting.
- Any attorney who previously submitted an application may supplement that application by providing the committee any additional information which the applicant believes will be helpful to the Committee. However, additional information is not in any respect a prerequisite to consideration by the Committee.

If you have questions, please contact Lisa Ramos, assistant to Edson A. Bostic, at Lisa_Ramos@fd.org or 302-573-6010.

Please send the application and all documents requested electronically to:

defpd@fd.org

**Edson Bostic, Federal Defender
CJA Selection Committee Member
Delaware Federal Public Defender
800 N. King Street, Suite 200
Wilmington, DE 1980**

**QUESTIONNAIRE AND APPLICATION FOR MEMBERSHIP
ON THE CRIMINAL JUSTICE ACT PLAN
FOR THE UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF DELAWARE**

The following Questionnaire and Application is to be completed by attorneys requesting to represent defendants under the provisions of the Criminal Justice Act in the United States District Court for the District of Delaware, pursuant to 18 U.S.C. § 3006A.

A. PERSONAL BACKGROUND INFORMATION:

- 1. Full Name: _____
Office Address: _____
Office Telephone: _____
Office Fax: _____
Office Email: _____
Home Address: _____
Cell Number: _____

- 2. Education and Bar Admissions:
 - (a) Graduated from: _____
 - (b) Year: _____
 - (c) Honors, Awards, Fellowships:

B. BAR MEMBERSHIP

1. Supreme Court of State of Delaware:

Yes No Date: _____

2. Supreme Court of the Commonwealth of Pennsylvania:

Yes No Date: _____

3. United States District Court for the District of Delaware:

Yes No Date: _____

4. United States District Court for the Eastern District of Pennsylvania

Yes No Date: _____

5. United States Court of Appeals for the Third Circuit:

Yes No Date: _____

6. Federal Circuit Court:

Yes No Date: _____

7. United States Supreme Court:

Yes No Date: _____

8. List any other court in which you have been admitted to:

9. Disciplinary Actions: Have you ever been disciplined or are you subject of any pending disciplinary action by the Bar of any jurisdiction or by any Court?

Yes No

If yes please explain. Should you need additional space you may attach a separate sheet of paper. _____

10. Practice Background: Have you ever been employed as a full time public defender, prosecutor, or law clerk to a judge or justice?

Yes No

If yes, please indicate the position, the name of the office or judge and the dates of employment: _____

C. PREVIOUS PANEL EXPERIENCE

1. Have you at any time been or applied to be a member of the CJA Panel for this Court? Yes No

If yes, please list date of application and date(s) of service:

2. Have you at any time been a member of the CJA panel for any other district?

Yes No

If yes, in the following chart please list the names of the 4 most recent cases to which you were assigned:

Client Name	District	Docket Number	AUSA	Presiding Judge	Disposition

3. Have you at any time been a member of the CJA Panel for the United States Court of Appeals for the Third Circuit? Yes No

4. List any Continuing Legal Education experience, either as a lecturer or participant, in criminal or trial advocacy programs:

D. PROFESSIONAL EXPERIENCE

1. Indicate by number an approximation of your trial experience:

Trials	District	Criminal Trials	Civil Trials
Federal Court Jury			
Federal Court Non-Jury			
State Court Jury			
State Court Non-Jury			

Pleas	District	Total Pleas	Total Sentences
Federal Court			
State Court			

2. Please describe what experience, if any, you have had in representing parties in jury trials in criminal cases before the state or federal courts:

3. Please describe what experience, if any, you have had in representing defendants in non-jury trials and other proceedings of penal nature and/or related matters such as habeas corpus:

4. Please describe what other litigation experience you have had, if any:

5. State briefly the nature of your practice during the past three (3) years:

6. Please indicate whether you have any special qualifications, such as fluency in a foreign language or expertise in a relevant area of law such as immigration, which you believe the Selection Committee should be aware of in reviewing your application:

7. List by name the federal judges before whom you have tried a case(s), indicating whether the case was criminal or civil:

8. List by name the federal judges before whom you have handled federal sentencing or other criminal litigation:

9. If your answers to the above two questions total less than three, list the names of at least three state judges before whom you have tried a case(s):

10. I understand that if I am appointed on any matter before the United States District Court for the District of Delaware, that appointment will continue through any appeal that may be taken to the Third Circuit Court of Appeals and Petition of Certiorari to the Supreme Court of the United States, any Rule 35 Motion for Reduction of Sentence which may be appropriate following the conclusion of the appeals, and any related proceedings that may result from the appellate process unless relieved from the appointment by Order of Court.

Yes No

11. I am willing to represent litigants under the Criminal Just Act on appeal in cases that I have not been appointed as counsel before the district court.

Yes No

12. I am willing to represent state prisoners (other than those sentenced to death) who sue under 28 U.S.C. §§ 2254 or 2255 for habeas corpus relief.

Yes No

13. I am willing to serve on the CJA Training Panel.

Yes No

14. I am willing to attend yearly, at least one, CLE Program offered by the District Court, Office of Defender Services Training Branch, Federal Public Defender's Office, Federal Bar Association and/or a comparable entity.

Yes No

Authorization and Certification

I hereby authorize all educational institutions, government agencies, and instrumentalities (including bar associations and bar examiners of other jurisdictions), employers and business professional associates (past and present) to release to the CJA Panel Selection for the District of Delaware, any non-privileged information, files, or records requested by them for the purpose of processing this application.

I further state that I carefully read the foregoing application and that the information therein is true to the best of my knowledge and belief. I fully understand that failure to make a truthful disclosure of any fact or item of information required may result in the denial of my application, and such other actions as the Court deems appropriate.

This application will be considered a confidential court records of the U.S. District Court for the District of Delaware. It will be used only by members of the CJA Panel Selection Committee and members of the Federal Public Defenders Office and court personnel charged with the administration of the CJA Panel.

Executed on _____ at _____, _____.
(Date) (City) (State)

/S/

APPLICANT SIGNATURE

For CJA Selection Committee Use Only:

Applicant Recommended:

Applicant Rejected:

Comments: