

**UNITED STATES DISTRICT COURT
DISTRICT OF CONNECTICUT**

APPLICATION FOR APPOINTMENT TO THE CJA PANEL

Please complete this application to be considered for membership in the Criminal Justice Act (CJA) Panel. If you would also like to be considered for the CJA Capital Panel, please complete the Supplementary Application for the CJA Capital Panel. You may also apply for the CJA Capital Panel alone, that is, without applying to join the regular CJA Panel. To do so, fill out only the Supplementary Application for the CJA Capital Panel.

A. General Information

1. Name: _____
(Last) (First) (Middle)

2. Office Address: _____
(Firm Name)

(Street) City State Zip

3. Contact Information: _____
(Office Telephone)

(Cellular phone)

(Email address)

Please indicate your preferred telephone to receive calls from the Clerk's Office for the assignment of cases. (Select one below)

- a. _____ b. _____
Cellular Office

4. Federal Bar Number: _____

5. Date Admitted to State of Connecticut Bar: _____

6. Date Admitted to the Bar of the United States District Court for the District of Connecticut: _____

Name of Supervisor

Title or position you held (e.g., associate, partner, assistant public defender, assistant prosecutor)

Dates of employment

Duties

b.

Employer, firm, or agency:

Address

Telephone

Name of Supervisor

Title or position you held (e.g., associate, partner, assistant public defender, assistant prosecutor)

Dates of employment

Duties

2. Indicate your **criminal trial** experience by providing approximate totals in the following categories. Please list only those matters in which you were counsel of record. Please specify as to each category the number of cases in which you were lead counsel (i.e., under Lead #, 5,3, 0, etc.)

	Federal Court	Lead #	State Court	Lead #
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Jury Trials

	_____	_____	_____	_____
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Bench Trials	_____	_____	_____	_____
Pleas & Sentencings	_____	_____	_____	_____
Appeals	_____	_____	_____	_____
Other Court hearings (e.g., evidentiary hearings on motions to suppress)	_____	_____	_____	_____

3. How many of your criminal JURY trials required the jury to determine guilt or innocence of a felony charge? In how many of those cases were you lead counsel? Please answer both questions below.

4. Please indicate your **civil trial experience** by providing approximate totals in the following categories. Please include only those cases in which you were counsel of record. Specify as to each category the number of times in which you were lead counsel.

	Federal Court	Lead #	State Court	Lead #
Jury Trials	_____	_____	_____	_____
Bench Trials	_____	_____	_____	_____
Other Court Hearings	_____	_____	_____	_____
Depositions	_____	_____	_____	_____
Appeals	_____	_____	_____	_____

5. Please list all the trials you have had in the past 5 years (attach additional sheets if necessary).

Court	Judge	Case Name & Dkt No.	Year	Jury(y/n)	Lead(y/n)
_____	_____	_____	_____	_____	_____

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

10. Are you Board Certified in any area of law?

Yes

No

If yes, in what area(s)?

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

Yes

No

If yes, please state:

(a) which Court(s)

(b) dates of membership _____

(c) reason for leaving _____

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

13. Have you been involved in an appeal in which a default or dismissal entered against your client for your failure to file a timely brief? If so, please identify the case(s) and explain the circumstances. Please include cases where defaults or dismissals were later cured or the dismissed cases were reinstated.

14. Have you ever been suspended, disbarred, reprimanded or otherwise sanctioned by any court, judge, or bar panel? Has a finding of probable cause that you have violated an ethical rule ever been made? If the answer to either question is yes, please explain.

15. Do you have any experience in the defense of death penalty cases?

Yes

No

If so, please describe

16. Do you have any experience in post-conviction death penalty cases?

Yes

No

If so, please describe

17. Do you have any experience in immigration matters?

Yes

No

If yes, please describe _____

18. Please list all criminal practice seminars or training programs you have attended in the past five years.

19. Please describe briefly any other experience you have that bears upon your qualifications to serve as CJA counsel (e.g., teaching, training, bar activities)

C. References

Please provide the requested information for one judge, one prosecutor, and one defense attorney who are well-acquainted with your work and with your qualifications to be a CJA Panel member.

1.

Name _____

Title _____

Address and Telephone Number _____

Under what circumstances have you known this reference?

2. Name _____

Title _____

Address and Telephone
Number _____

Under what circumstances have you known this reference?

3. Name _____

Title _____

Address and Telephone Number _____

Under what circumstances have you known this reference?

D. Additional Questions

1. Have you familiarized yourself with:

(a) Federal Rules of Criminal Procedure

Yes No

(b) District of Connecticut Local Rules of Criminal Procedure

Yes No

(c) Federal Rules of Appellate Procedure

Yes No

(d) Second Circuit Local Rules of Appellate Procedure

Yes No

(e) Federal Rules of Evidence

Yes No

(f) United States Sentencing Guidelines

Yes No

(g) Bail Reform Act

Yes No

(h) The Criminal Justice Act (18 U.S.C. § 3006A)

Yes No

(i) The CJA Plan for the District of Connecticut

Yes

No

2. Do you understand that there are compensation limits for appointed counsel under the Criminal Justice Act and that the Court is the final arbiter of payment of counsel?

Yes

No

3. Do you understand that by accepting appointment and becoming a member of the CJA Panel, you may be called upon to mentor new panel members without compensation for your time?

Yes

No

4. Do you understand that you are personally responsible for the representation of your client upon receiving a CJA appointment and that this responsibility cannot be delegated?

Yes

No

5. Do you understand that you will be expected to continue to represent a client on appeal when appropriate after having received a CJA appointment in the District Court?

Yes

No

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

Date

Signature

Printed Name

UNITED STATES DISTRICT COURT
DISTRICT OF CONNECTICUT
141 CHURCH STREET
NEW HAVEN, CONNECTICUT 06510
(203) 773-2140

ROBIN D. TABORA
CLERK

CJA PANEL ATTORNEY DATA INFORMATION SHEET

PLEASE COMPLETE AND RETURN THIS SHEET TO
BONNIE D'ONOFRIO, CJA AUDIT CLERK, 450 MAIN STREET, ROOM A-012, HARTFORD, CT 06103 , FAX
(860) 240-3211, OR BY SCANNING INTO PDF FORMAT AND EMAILING TO Bonnie_Donofrio@ctd.uscourts.gov

SOCIAL SECURITY NUMBER [required for any CJA payments]: __ __ -__ -__ __ __ -__

This number must be supplied, even if your firm received the payments!

NAME AND MAILING ADDRESS (all fields are required to be completed):

Last name, first name, middle initial or middle name

Street address and/or P.O. Box

City, State, Zip Code

Email Address - REQUIRED!

TELEPHONE NUMBERS: Office _____ Cell _____
Area code/telephone Area code/telephone

Please indicate the preferred method of contacting you (select one) Office Cell

INITIAL BELOW YOUR CHOICE OF HOW PAYMENTS SHOULD BE REPORTED TO IRS:

1. ___ Under my social security number and name, as indicated above
2. ___ To the law firm with which I am affiliated. The law firm's Taxpayer Identification Number, Name and Address are:

Taxpayer Identification Number of Law Firm
This number must be supplied if you selected option #2 above!

Name of Law Firm

Street Address of Law Firm

City, State, Zip

Signature of CJA Panel Attorney

Date

**United States District Court
District of Connecticut**

Supplementary

Application for CJA Capital Panel

You should fill out this part of the application if you want to be considered for membership on the Criminal Justice Act Capital Panel for the District of Connecticut. You may skip Part A below and Questions 1-12 of Part B **only if** you have already answered those questions in your 2012 application for membership in the Criminal Justice Act Panel (*i.e.*, pages 1-6 at the beginning of this document).

A. General Information

1. Name: _____
(Last) (First) (Middle)

2. Office Address: _____
(Firm Name)

(Street) City State Zip

3. Contact Information: _____
(Office Telephone)

(Cellular phone)

(Email address)

Please indicate your preferred telephone to receive calls from the Clerk's Office for the assignment of cases. (Select one below)

a. _____ b. _____
Cellular Office

4. Federal Bar Number: _____

5. Date Admitted to State of Connecticut Bar: _____

6. Date Admitted to the Bar of the United States District Court for the District of _____

Telephone _____

Name of Supervisor _____

Title or position you held (e.g., associate, partner, assistant public defender, assistant prosecutor) _____

Dates of employment _____

Duties _____

b.

Employer, firm, or agency:

Address _____

Telephone _____

Name of Supervisor _____

Title or position you held (e.g., associate, partner, assistant public defender, assistant prosecutor) _____

Dates of employment _____

Duties _____

2. Indicate your **criminal trial** experience by providing approximate totals in the following categories. Please list only those matters in which you were counsel of record. Please specify as to each category the number of cases in which you were lead counsel (i.e., under Lead #, 5, 3, 0, etc.).

	Federal Court	Lead #	State Court	Lead #
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Bench Trials	_____	_____	_____	_____
Pleas & Sentencings	_____	_____	_____	_____

Appeals _____

Other Court hearings _____
(e.g., evidentiary
hearings on motions to suppress)

3. How many of your criminal JURY trials required the jury to determine guilt or innocence of a felony charge? In how many of those cases were you lead counsel? Please answer both questions below.

4. Please indicate your **civil trial experience** by providing approximate totals in the following categories. Please include only those cases in which you were counsel of record.

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Bench Trials	_____	_____	_____	_____
Other Court Hearings	_____	_____	_____	_____
Depositions	_____	_____	_____	_____
Appeals	_____	_____	_____	_____

5. Please list all the trials you have had in the past 5 years (attach additional sheets if necessary).

Court	Judge	Case Name & Dkt No.	Year	Jury (y/n)	Lead (y/n)
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

6. Please provide the names and citations of any published decisions in which you were counsel of record:

7. Please provide the names and citations of any published law-related articles that you have authored:

8. Are you Board Certified in any area of law?

Yes

No

If yes, in what area(s)?

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

Yes

No

If yes, please state:

(a) which Court(s) _____

(b) dates of membership _____

(c) reason for leaving _____

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

11. Have you been involved in an appeal in which a default or dismissal entered against your client for your failure to file a timely brief? If so, please identify the case(s) and explain the circumstances. Please include cases where defaults or dismissals were later cured or the dismissed cases were reinstated.

12. Have you ever been suspended, disbarred, reprimanded or otherwise sanctioned by any court, judge, or bar panel? Has a finding of probable cause that you have violated an ethical rule ever been made. If the answer to either question is yes, please explain.

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

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

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

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

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

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

Date

Signature

Printed Name