

UNITED STATES DISTRICT COURT

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DISTRICT OF NORTH DAKOTA

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INSTRUCTIONS FOR MEMBERSHIP ON THE CJA PANEL OF ATTORNEYS IN THE UNITED STATES DISTRICT COURT FOR THE DISTRICT OF NORTH DAKOTA

Attorneys who wish to apply for admission to the CJA Panel for the District of North Dakota must complete and return the following CJA Application Form.

The Panel Selection Committee will begin reviewing applications after January 3, 2011. The Panel Selection Committee will meet at least two times per year to review applications for admission to the CJA Panel.

You may e-mail these forms to the clerk's office using the following address ndd_CJA@ndd.uscourts.gov . If you choose to use the US Mail, the completed application form should be sent to the Fargo address listed above.

If you have not done so, please review the new CJA Plan at the following link: http://www.ndd.uscourts.gov/pdf/cja_Plan_2016.pdf

On behalf of the judges and clerk's offices in the District of North Dakota, we appreciate your willingness to apply to serve on the CJA Panel. If you have any questions, please call Todd Dudgeon at the Clerk's Office in Fargo at 701-297-7007.

**Application for CJA Panel Membership
United States District Court
District of North Dakota**

*Peter D. Welte, Chief District Judge
Daniel M. Traynor, District Judge
Daniel L. Hovland, Senior District Judge
Clare R. Hochhalter, Magistrate Judge
Alice R. Senechal, Magistrate Judge*

I hereby apply for membership on the CJA Panel of the United States District Court for the District of North Dakota and submit the following information for consideration by the Court.

Name

Office/Firm Address,
Telephone number, and
E-mail Address

Legal Training (Include name of law school and year of graduation)

Bar Admissions - include location, year of admission, and bar ID number for each jurisdiction:

Have you ever been the subject of any professional disciplinary complaint which resulted in a reprimand or any restrictions on a license to practice law, OR has a former client ever made a claim for ineffective assistance or legal malpractice against you? If yes, please explain.

Yes

No

List any other advanced degrees or special qualifications potentially applicable to specific types of criminal cases, and foreign languages in which you may be fluent.

According to the CJA Plan, panel attorneys must maintain compliance with the continuing education requirements of their licensing state. Additionally, to remain on the CJA Panel, attorneys must complete one of the two following options within a two (2) year period:

1. Attend two complete sessions of the annual continuing education programs conducted by the Federal Public Defender's Office, or
2. Complete 12 hours of continuing education specific to criminal defense, at least 2 hours of which are devoted to federal sentencing guidelines.

Do you agree to comply with the Panel continuing legal education requirements?

Yes

No

Court records will provide us with your participation in federal criminal cases in the District of North Dakota. If you would like to supplement this application with information from other state or federal court cases, the North Dakota Supreme Court, or the Eighth Circuit Court of Appeals, please use the space below.

Please describe any unique or unusual types of cases you have handled, areas of emphasis, or specializations in your practice. For example, tax matters, mental health issues, stand-by counsel, wire intercepts, DNA or other forensic areas.

If you lack experience defending federal criminal cases, Section V(B)(1)(b) of the Plan states :
“Attorneys newly appointed to serve on the CJA Panel must attend a mandatory orientation training session conducted by the Federal Public Defender’s Office before receiving their first CJA appointment.” Do you acknowledge this requirement of the CJA Plan?

Yes

No

If you have not previously served as a member of the CJA Panel in the District of North Dakota, please provide us with up to three references who are familiar with your legal work.

At which court divisions do you wish to be considered for CJA appointments?

Western Division (Bismarck/Minot)

Eastern Division (Fargo/Grand Forks)

Have you previously represented a petitioner in a 28 USC §2255 proceeding?

Yes

No

Are you willing to accept appointments as Limited CJA Counsel as defined in Section V(I) of the Plan:

Yes

No

By checking this box, I understand that if I am appointed on any matters before the district court, that appointment will continue through any appeal that may be taken, as well as any related proceeding that may result from the appeal process unless relieved by the Court?

Under penalty of perjury, I declare that the above information is true, correct, and complete to the best of my knowledge and belief.

Attorney Signature

Date