



U.S. District Court
District of Massachusetts

2023 CJA Panel Application

The following application is to be completed by attorneys requesting appointment to the CJA list of individuals eligible to represent indigent defendants under the provisions of the Criminal Justice Act. Attention of the applicant is called to the Criminal Justice Act of 1964, as amended. 18 U.S.C. §3006A.

Please note the instructions on the Court's website for downloading and completing this Application, including that the answers must be **typed**.

I am applying for (pick one): Boston Springfield Worcester

1. Full Name:

Office Address:

Office Phone:

Office Email:

Office Fax:

Cell Phone:

Home Address:

Home Phone:

Race/Ethnicity:
(optional)

Gender:
(optional)

Bar Admissions

2. Year of Admission to the Massachusetts Bar:

Board of Bar Overseers number:

Year of admission to U.S. District Court (MA):

Year of admission to any other federal or state courts:

Education

3. Please list all colleges and professional schools attended (other than law schools), and date of degree.

4. Please list all law schools attended, and date of degree.

5. Please describe any significant activities, honors or awards at the above schools.

6. Please describe any experience you have as a judicial law clerk or staff attorney to a court.

7. Do you speak any foreign languages? Please identify them and your level of fluency.

Employment History

8. Please describe chronologically your employment or law practice since becoming a member of any state bar, including a description of your current practice.

Litigation Experience

9. Please describe any training or experience you have had with the Federal Rules of Criminal Procedure, Federal Rules of Evidence, Bail Reform Act of 1984, and the Federal Sentencing Guidelines.

10. Approximately what percentage of your practice in the last 8 years has been devoted to litigation?

_____ %

a. What percentage of such litigation practice in the last 8 years was:

| | | |
|----|----------|---------|
| i. | Criminal | % |
| | Civil | % |
| | Other | % |
| | | = 100 % |

ii. Practice in:

| | |
|---------|---------|
| Federal | % |
| State | % |
| Other | % |
| | = 100 % |

b. Please indicate the approximate number of criminal trials (bench or jury) you conducted in the past 8 years.

- None
- 1 to 5
- 6 to 10
- 11 to 20
- 21 or more

i. What percent of these trials were:

% Jury

% Non-jury

= 100 %

c. Please indicate the approximate number of criminal appeals handled over the past 8 years:

Federal:

State:

11. Please state the approximate number of criminal jury trials in the past 8 years in which you were:

a. Lead counsel in federal court? _____

If none, how many as second chair? _____

b. Lead counsel in Superior Court? _____

c. Lead counsel in state district court? _____

12. Please state the approximate number of criminal cases in the past 8 years in which you were lead defense counsel and performed significant work, but which did not go to trial.

a. How many in Federal Court?

b. How many in Superior Court?

13. Please state the approximate number of criminal cases in the past 8 years in which you were the lead prosecutor.

a. How many in Federal Court?

b. How many of these cases included a jury trial?

c. How many jury trials as a prosecutor in Superior Court?

Specific Case Experience

14. Please identify your three most recent jury trials in Federal Court, including the docket number, judge and counsel involved, and the nature of the case, including whether it was criminal or civil. Please include current phone numbers of the lawyers.

15. If you have not had three jury trials in Federal Court, please identify your three most recent jury trials in Superior Court, District Court, or equivalent courts in other states including the docket number, judge and counsel involved, and the nature of the case, specifying whether it was criminal or civil. Please include current phone numbers of the lawyers.

16. Please identify your three most recent criminal cases in Federal Court in which you were lead counsel and performed significant work, but which did not go to trial, including the docket number, judge and counsel involved, and nature of the case. Please include current phone numbers of the lawyers. If you haven't had criminal trials please list civil trials.

17. If you have not had three such criminal cases in Federal Court, please identify your three most recent criminal cases in Superior Court in which you were lead counsel and performed significant work, but which did not go to trial, including the docket number, judge and counsel involved, and the nature of the case. Please include current phone numbers of the lawyers.

Court Appointment Experience

18. Have you previously applied for appointment to the CJA panel, and not been selected? When?
19. Are you familiar with the mandates that a CJA attorney must be willing to accept a variety of criminal cases, have computer-aided legal research capacity, participate in PACER and electronic motion filing, represent the defendant on an appeal, schedule two Duty Day assignments a year, aim to take at least 4 assignments per year, and attend continuing legal education programs as described in the Court's CJA Plan?

20. Have you ever been a member of the CJA panel? Please provide the years of membership.

21. Approximately how many CJA appointments have you received in your entire career, and how many over the past three years?

22. The Court is committed to assuring that the CJA Panel's membership is sensitive to the diversity of the defendant population it serves. What background, experience and/or perspectives would you bring to the Panel that informs your understanding and appreciation for people of diverse backgrounds -- whether racial, cultural, socioeconomic, ability, LGBTQ+, gender, or other characteristic? Whether or not you identify as someone who brings diversity to the panel, please share your perspective and how it would contribute to high quality legal representation of our diverse indigent population in Massachusetts.

23. Please briefly state the reasons that you have applied for membership on the CJA Panel, and include any other information which you think would be helpful to the Board in evaluating your application.

Community Outreach

24. Please describe any other community involvement and/or volunteer work that you believe may be relevant to your application. The Board has a particular interest if you have any other relevant experience representing and/or advocating for indigent members of the community, incarcerated individuals and/or members of historically marginalized communities.

Interest in Participating in a Mentor Program

25. If selected for membership on the CJA Panel, would you be interested in acting as a mentor for a less experienced attorney who is interested in future membership on the CJA Panel and who could benefit from observing your handling of this type of case?
26. If not selected at this time for membership on the CJA Panel, would you be interested in assisting a CJA Panel member in handling a specific case assignment, in order to gain more experience?

Professional

27. Please describe your participation as a faculty member at continuing legal education programs, bar association conferences, or law school forums over the past five years. Please also list any law related teaching positions at universities or law schools over the last five years.
28. Please describe your attendance at continuing legal education programs, bar association conferences, or law school forums over the past five years.

29. Please identify your membership in bar associations or law-related organizations in the past five years, and any leadership positions that you have held.

Conduct

30. Have you ever been disbarred, suspended, reprimanded, censured, or otherwise disciplined, publicly or privately, as an attorney, or as a member of any other profession, or as a holder of any public office? Are any civil, criminal or disciplinary charges or complaints now pending against you? If so, please provide the details.

References

31. Please list the names and phone numbers of no more than three persons (who are not judges and who are not on the CJA Board) whom the CJA Board can contact to discuss your professional competence and qualifications for the CJA Panel.

32. Please list the names of any Federal Judges or Magistrate Judges before whom you have practiced.

33. Are you currently or have you ever been a member of any state court or other CJA panel? If yes, please provide the names of the panels and the dates of membership.

34. Do you authorize the Board to speak to Program Administrators from these panels and/or obtain records from these programs? If yes, please provide the phone number and/or e-mail address of the Panel Administrator or Supervisor we should contact.

Writing Sample

Please attach one example of a brief, memorandum of law, or similar example of legal writing in a criminal case. This must have been prepared solely by you within the past five years and not exceed ten pages. If you do not have a sample of this length, please include an excerpt from a longer document. **Do not exceed the ten-page limit**. The Board's preference is for a document which relates to a federal case.

I hereby certify that the above information is true and correct.

Date

Applicant's Signature

In addition, the application and writing sample must be emailed as separate pdf files to cja@mad.uscourts.gov submitted **no later than 5:00 p.m. on October 6, 2023**. Please label the pdf files [LAST NAME]-[FIRST NAME]-Application and [LAST NAME]-[FIRST NAME]-Writing Sample.

If more space is need to answer a question, please add additional sheets with associated question number.