

UNITED STATES DISTRICT COURT
FOR THE
EASTERN DISTRICT OF ARKANSAS

2024 CJA PANEL ATTORNEY APPLICATION

This Application is to be completed by members in good standing of the Bar who wish to be considered for membership on the CJA Panel for the Eastern District of Arkansas. All applications will be reviewed by the Panel Selection Committee, which will then make a recommendation to the Court regarding membership on the Panel. This process is intended to assure the highest possible level of representation for indigent defendants in federal court under the Criminal Justice Act.

Lawyers wishing to be considered for appointment in federal death penalty cases must complete the “Supplement” section of this Application.

Membership on the CJA Panel(s) for the Eastern District of Arkansas is for a term of three years, after which time there will be another application process.

DUE DATE: March 8, 2024

Please complete the application and return it with six copies to the following address:

**Tammy H. Downs, Clerk of Court
U. S. District Court for the Eastern District of Arkansas
600 West Capitol Avenue, Room A149
Little Rock, AR 72201**

No late applications will be accepted. The deadline will be strictly enforced.

CJA PANEL ATTORNEY APPLICATION

1. PERSONAL INFORMATION:

Name: _____ Age: _____

Office Address: _____

Office Phone: _____

Fax Number: _____

E-mail Address: _____

Arkansas Bar No.: _____

Are you bilingual? _____ If so, list languages: _____

2. EDUCATION AND BAR ADMISSIONS:

Graduated from _____ School of Law.

Year: _____ Location: _____

List all courts/jurisdictions in which you are licensed to practice law:

| <u>Jurisdiction or Court</u> | <u>Date Admitted</u> |
|------------------------------|----------------------|
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*Are you a registered CM/ECF user with the federal district court? _____

Are you Board Certified in any area of law? _____

*Electronic filing by CJA Panel attorneys is mandatory.

If so, in what state(s) and in what area(s) are you Board Certified? _____

3. DISCIPLINARY ACTIONS:

Have you ever been disciplined (*e.g.*, censured, reprimanded, suspended, or disbarred) or are you the subject of any pending disciplinary action by the Bar of any jurisdiction or by any Court? _____

If so, please explain in detail on a separate sheet of paper bearing your name and address, what the discipline was, and the nature of the conduct that led to the disciplinary action. Include the official name and number of the proceeding(s).

NOTE: It is your responsibility to notify the Clerk of Court, in writing, if the information in response to this question changes.

Have you been charged or convicted for a violation of any federal, state, municipal or county law, other than a traffic violation with a fine of less than \$200.00? If so, give details.

4. CRIMINAL PRACTICE EXPERIENCE: (Include only cases as sole counsel):

How many federal felony cases have you handled? _____

What was the date of your most recent federal felony case? _____

How many federal criminal jury trials have you had? _____

What was the date of your most recent federal criminal jury trial? _____

How many state felony cases have you handled? _____

What was the date of your most recent state felony case? _____

How many state criminal jury trials have you had? _____

What was the date of your most recent state criminal jury trial? _____

5. CIVIL PRACTICE EXPERIENCE:

How many civil cases have you tried to verdict in federal court? _____

How many civil cases have you tried to verdict in state court? _____

6. CJA EXPERIENCE:

Have you previously been a member of the CJA Panel for this Court? _____

If so, please provide dates: _____

Have you been a member of the CJA Panel for any other Court? _____

If so, identify the Court, and provide dates and location(s): _____

7. CONTINUING LEGAL EDUCATION:

List your C.L.E. experience as a *speaker* in any criminal or trial advocacy programs within the last three years. Include the subject of your presentation and the date. _____

Please list any criminal or trial advocacy C.L.E. programs you have *attended* within the past three years.

8. U.S.S.G. KNOWLEDGE:

Do you know and understand the federal sentencing laws well enough to properly defend individuals charged with serious felonies in federal court? _____

Do you know and understand the federal sentencing laws well enough to properly defend individuals who may qualify for enhancements (*e.g.*, three strikes, armed career criminal, career offender, “drug doublers,” use of a weapon, etc.)? _____

9. LAW PRACTICE:

Describe briefly the nature and length of your current practice: _____

Describe the nature and length of your prior practice: _____

List any federal judge before whom you have tried a criminal case as lead counsel:

List any federal judge before whom you have tried a civil case as lead counsel:

10. CLIENT AVAILABILITY

Do you have the ability to accept collect calls from clients? ___Yes ___No

If "Yes", are you willing to accept collect calls from clients? ___Yes ___No

11. LEGAL REFERENCES:

Give the name, address, and phone number of three lawyers who are familiar with your qualifications and legal skills:

| | Name and Phone No: | Address: |
|----|-------------------------|-------------------------|
| A. | _____ _____ _____ | _____ _____ _____ |
| B. | _____ _____ _____ | _____ _____ _____ |
| C. | _____ _____ _____ | _____ _____ _____ |

I HEREBY CERTIFY that the above information is true and correct and that I have carefully read the provisions of 18 U.S.C. § 3006A(d) and (e), as well as the Criminal Justice Act Plan for the Eastern District of Arkansas.

Date: _____

Signature: _____

SUBMIT THIS APPLICATION (with 6 copies) TO:
Tammy H. Downs, Clerk of Court
U. S. District Court for the Eastern District of Arkansas
600 West Capitol Avenue, Room A149
Little Rock, Arkansas 72201

NOTE: If you wish to be considered for appointment in capital cases, complete the “Supplement” and submit it with your CJA Membership Application.

DUE DATE: March 8, 2024

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