



Indiana Federal Community Defenders

**Southern District of Indiana**  
**Criminal Justice Act & Developmental Panel Application**

**Instructions:**

1. Please complete all sections of the application. If any question requires more space to answer, please attach an additional sheet to your application so that you may fully respond to the question.
2. This application must be submitted along with a current resume.
3. The preferred method of submission is via email to [anica.barnes@fd.org](mailto:anica.barnes@fd.org). Alternatively, you can submit your application and resume by mail to:

Indiana Federal Community Defenders  
Attn: Anica Barnes  
111 Monument Circle, Ste. 3200  
Indianapolis, IN 46204

4. Membership on the panels will be reviewed by the District Court Judges, the Chief Federal Defender, and the CJA Panel Selection Committee annually. Appointed panel members will serve three-year terms and retention on the panel requires 1) submission to the IFCD listserv and email, and 2) 6 hours of attendance at CLE programs directed at criminal defense each year. Attorneys on the panel will be required to certify satisfaction of these minimum requirements to retain their panel position at the end of each three-year term.

Additionally, Developmental Panel attorneys will be required to attend additional trainings provided by the Federal Defenders and covering the basics of federal criminal defense.

5. If you have questions about the completion of this application, please contact Anica Barnes at [anica.barnes@fd.org](mailto:anica.barnes@fd.org) or by phone at (317)383-3520.

**APPLICATION FOR MEMBERSHIP  
CRIMINAL JUSTICE ACT PANEL & DEVELOPMENTAL PANEL  
SOUTHERN DISTRICT OF INDIANA**

This application should be completed by attorneys who wish to apply to represent eligible criminal defendants under the provisions of the Criminal Justice Act and by those who wish to train to represent those defendants through membership on the Developmental Panel.

<b>Personal History</b>	
1. Full Name:	2. State Bar Number:
3. Firm Name and Office Address:	4. Home Address:
5. Office Telephone:	6. Cell Phone:
7. Email:	
<b>Education</b>	
8. Name and address of law school:	9. Date of Graduation & degree received:
10. Other graduate school:	11. Date of Graduation and degree received:
12. Undergraduate school:	13. Date of Graduation and degree received:

**Bar Admissions:**

14. Admitted to Practice In:	Date of Admission:	In good standing?
<input type="checkbox"/> Supreme Court of Indiana	_____	Yes <input type="checkbox"/>
<input type="checkbox"/> United States District Court, SD IN	_____	Yes <input type="checkbox"/>
<input type="checkbox"/> 7 <sup>th</sup> Circuit Court of Appeals	_____	Yes <input type="checkbox"/>
<input type="checkbox"/> United States Supreme Court	_____	Yes <input type="checkbox"/>

15. Bar admissions in other jurisdictions. Please list each court with admission date and status.

**Disciplinary Actions**

16. Have you ever been disciplined by any court or commission, including private reprimands?

Yes

No

If you answered yes, please explain in detail the circumstances and the results.

17. Do you presently have any disciplinary actions, contempt, or other proceedings pending against you in any court or disciplinary body?	
Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you answered yes, please describe the circumstances, including dates and name of court. Attach a separate sheet if necessary.	
<b>Panel Experience &amp; Legal Background</b>	
18. Are you currently serving, or have you previously served on a CJA panel in another federal district?	
Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you answered yes, please list the jurisdictions and the dates of your service.	
19. Have you ever been removed from, or not renewed on any panel?	
Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you answered yes, please provide details including which panel, the year or removal or non-renewal, and the reasons given:	
20. Have you previously applied for appointment to this panel?	
Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>Legal Experience</b>	
21. Have you ever been employed a full-time prosecutor, public defender, or judicial law clerk?	
Yes <input type="checkbox"/>	No <input type="checkbox"/>

If you answered yes, please give the name of the office, the dates of employment, and describe the position.

22. Please summarize the general nature of your law practice, including the percentage of your practice dedicated to the representation of persons accused of a crime:

23. Please describe any continuing legal education experience you have had, either as a lecturer or participant in criminal or trial advocacy and/or federal criminal defense programs within the past five years.

24. Trial and Sentencing Experience:

a) Approximately how many felony cases have you tried to verdict in:

U.S. District Court, SD IN	
Indiana State Courts	
Other Courts	

b) Approximately how many pleas and sentencings have you handled in:	
U.S. District Court, SD IN	
Indiana State Courts	
Other Courts	
c) Approximately how many civil cases have you tried to verdict in:	
U.S. District Court, SD IN	
Indiana State Courts	
Other Courts	
25. Have you had any trial experience in a state or federal death penalty case?	
Yes <input type="checkbox"/>	No <input type="checkbox"/>
<p>If you answered yes, please describe each of the death penalty cases in which you have had trial experience. In addition, please describe any appellate experience you may have had in a state or federal death penalty case, including post-conviction relief or habeas corpus proceedings.</p>	
26. Have you had any experience with non-capital post-conviction work, either at the state or federal level?	
Yes <input type="checkbox"/>	No <input type="checkbox"/>
<p>If you answered yes, please generally describe your experience and indicate, if selected for the panel, if you would be willing to accept appointments on federal post-conviction motions.</p>	

**Special Qualifications, Commitment to Panel & Community**

27. Why do you want to serve on the CJA panel and how does your background demonstrate a commitment to indigent defense?

28. Please indicate if you have any special qualifications, such as fluency in a foreign language or expertise in a specialized area of law, e.g. immigration, which you believe the Panel Selection Committee should be aware of in reviewing your application.

29. Please provide a summary of your community involvement including volunteer activities or board memberships.

30. Please provide any additional information you believe the Panel Selection Committee should consider when reviewing your application.

**Legal References**

31. Please list no more than five local judges or attorneys familiar with your legal skills. For each reference, list a phone number and email address.

<b>Reference</b>	<b>Phone</b>	<b>Email</b>

**Representation Interest**

32. Please check which divisions you would be interested in receiving appointments:

Indianapolis

Terre Haute

New Albany

33. Please indicate the types of appointments you would be willing to receive:

Federal Criminal Cases

Federal Post-Conviction Motions



<b>Declarations</b>	
a)	I understand that if I am appointed to represent a criminal defendant in any case before the United States District Court for the Southern District of Indiana pursuant to the Criminal Justice Act Plan, the appointment will continue through the opening phase of any appeal that may be taken to the United States Court of Appeals for the Seventh Circuit.
Yes <input type="checkbox"/>	
b)	I have read and am familiar with the Federal Rules of Criminal Procedure, the Federal Rules of Evidence, the local rules for the United States District Court for the Southern District of Indiana, the Indiana Rules of Professional Conduct, and the <i>United States Sentencing Guidelines</i> .
Yes <input type="checkbox"/>	
c)	I am willing to accept between two to six appointments annually, and I will only decline a CJA appointment due to a conflict of interest or a current caseload that would hinder my ability to render effective assistance under the Sixth Amendment.
Yes <input type="checkbox"/>	
d)	I understand that to remain on the panel, I must subscribe to the Indiana Federal Community Defender Listserv and annually attend at least six hours of CLE programs focused on federal criminal defense practice.
Yes <input type="checkbox"/>	
e)	I have reviewed the current Criminal Justice Act Plan adopted by the United States District Court for the Southern District of Indiana and agree to be bound by its terms and conditions.
Yes <input type="checkbox"/>	
f)	In the event of appointment to the panel or developmental panel, I agree that I will notify the Chief Federal Defender in the event any state or federal court, licensing authority, grievance committee, or administrative body takes any action or issues any reprimand against me.
Yes <input type="checkbox"/>	

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

<b>For Committee Use:</b>	
<b>Membership:</b> Accept for Panel <input type="checkbox"/> Accept for Developmental Panel <input type="checkbox"/> Applicant Rejected <input type="checkbox"/>	<b>Comments:</b>
<b>Division Assignment:</b> Indianapolis <input type="checkbox"/> Terre Haute <input type="checkbox"/> New Albany <input type="checkbox"/>	