
APPLICATION FOR INDIGENT REPRESENTATION

AFFIDAVIT OF LICENSED ATTORNEY
RESIDING OR PRACTICING LAW
IN BRAZORIA COUNTY, TEXAS
THE STATE OF TEXAS
COUNTY OF BRAZORIA

I, _____,
(*PRINT name of attorney completing affidavit*)

State Bar of Texas Number _____, do hereby file this affidavit in compliance with the Amended Standards and Procedures Related to Appointment of Counsel for Indigent Defendants in Brazoria County, Texas for establishment of a list of eligible licensed attorneys to represent indigent accused persons in Brazoria County, Texas and do solemnly swear or affirm that the below information is true and correct. Should any change in this information occur, I understand that I must, within thirty (30) days of such change, file an Amended Affidavit of Licensed Attorney Residing or Practicing Law in Brazoria County, Texas with the local administrative judge of the Brazoria County District Courts at the Brazoria County Courthouse in Angleton, Texas who shall in a timely manner notify the local administrative judge of Brazoria County Courts at Law of such filing. I have checked below all applicable provisions and have completed the requested information below with full, complete, and true answers.

I.

INCLUSION TO THE APPOINTMENT LIST

- I understand that, as a result of my application, my name **WILL BE CONSIDERED FOR INCLUSION** on the list of licensed attorneys eligible for court appointments in Brazoria County, Texas, and I state, under oath or affirmation that I am **willing, competent, and meet the listed qualifications to handle the following matters:** (check all that apply)
- MISDEMEANOR criminal cases**
Meet basic requirements for all attorneys;
Be familiar with the docket call procedures for all County Courts at Law.
- APPEAL of MISDEMEANOR criminal cases**
Two (2) years prior experience in criminal litigation **and** at least one (1) brief filed in a criminal or juvenile case; **or**
Otherwise deemed qualified by a majority vote of Judges handling criminal cases.

- STATE JAIL FELONY criminal cases**
and
THIRD DEGREE FELONY criminal cases

Have at least one (1) year prior experience in criminal litigation, **and**;
 Prior experience as lead counsel in at least one (1) criminal jury trial, excluding Class C misdemeanors, within the last ten (10) years, **or**
 Active participation as a second chair in two (2) or more felony or misdemeanor trials in a Brazoria County Court. Prior approval before the trial commences is required from a Brazoria County Judge who is presiding over the trial.

- SECOND DEGREE FELONY criminal cases**

Have at least two (2) years' experience in criminal litigation, **and**;
 Prior experience in two (2) or more felony jury trials as lead counsel within the past ten (10) years, **or**
 Active participation as a second chair in two (2) or more trials in a Brazoria County District Court for a Second Degree or higher felony within the last ten (10) years. Prior approval before the trial commences is required from a Brazoria County Judge who is presiding over the District Court trial, **and**;
 Either be on the Master List for Third Degree and State Jail Felonies, or meet the qualifications for Third Degree and State Jail Felonies and be placed on that list contemporaneously with the application for appointment to the Master List for Second Degree Felonies.
If any attorney uses active participation in two (2) or more Brazoria County District Court trials to qualify, it will be the responsibility of the attorney to promptly obtain written verification from the Judge that the attorney had actively participated in the trial, and this written verification shall be filed with the application.

- FIRST DEGREE FELONY criminal cases**

Board certified in criminal law, who are therefore qualified to handle all 1st degree felonies and any lesser offenses for purposes of this plan, **or**;
 Have at least four (4) years prior experience in criminal litigation, **and**;
 Tried to conclusion at least four (4) felony jury trials as lead counsel within the last ten (10) years.

- CAPITAL FELONY criminal cases**
Capital Murder Where Death Penalty Is Not Sought by State of Texas:
 Board certified in criminal law, **or**;
 At least five (5) years' experience in criminal litigation **and** tried to verdict as lead counsel at least eight (8) felony cases, excluding State Jail felonies, within the last five (5) years.
 Have trial experience in use of and challenges to mental health and forensic expert witnesses.

- CAPITAL FELONY criminal cases**
Capital Murder Where Death Penalty Is Sought by State of Texas:
First Chair: On the approved list of attorneys qualified for capital murder appointment as maintained by the 11th Administrative Judicial Region of the State of Texas.
Second Chair: Have at least five (5) years' experience in criminal litigation and tried to verdict as lead counsel at least eight (8) felony cases before a jury within the past five (5) years for offenses punishable as 1st or 2nd degree felonies, **or**;
 Be on the approved list of attorneys qualified for capital murder appointment as 2nd Chair as maintained by the 11th Administrative Judicial Region of the State of Texas, **and**;
 Have trial experience in use of and challenges to mental health and forensic expert witnesses.

- APPEAL of NON-CAPITAL FELONY cases**
First and Second Degree Felonies
At least three (3) years' experience in criminal litigation or appellate practice **and** at least two (2) appellate briefs filed in criminal cases within the last five (5) years.
- APPEAL of NON-CAPITAL FELONY cases**
Third Degree and State Jail Felonies
At least two (2) years prior experience in criminal litigation **and** at least one (1) brief filed in a criminal or juvenile case within the last five (5) years, **or**;
Otherwise deemed qualified by a majority vote of the Criminal Courts Committee.
- APPEAL of CAPITAL FELONY cases**
Capital Murder - No Death Penalty
Board certified in criminal law, **or**;
Have personally authored at least five (5) criminal appellate briefs within the last seven (7) years.
- APPEAL OF CAPITAL FELONY cases**
Capital Murder - Death Penalty
On the approved list of attorneys qualified for capital murder appellate appointments as maintained by the 11th Administrative Judicial Region of the State of Texas.

- JUVENILE**
Must have observed at least one (1) detention hearing and one contested hearing; **and for Misdemeanor**, meet all requirements for misdemeanor criminal cases; **and for Felony**, meet all requirements for the felony charged, **or** a juvenile judge determines that the attorney has the skill, competency and work ethic to represent the defendant. It is mandatory that six of the ten criminal hours of MCLE taken annually under the Brazoria County Indigent Defense Plan's Basic Requirements must be in Juvenile Law to be appointed to Juvenile cases.

I am applying for the following Juvenile appointments:

- Misdemeanor
- State Jail Felony and Third Degree Felony
- Second Degree Felony
- First Degree Felony
- Capital Felony

- JUVENILE APPEALS**
First and Second Degree Felonies
Have at least three (3) years' experience in criminal/juvenile litigation or appellate practice; **and**, at least two (2) appellate briefs filed in criminal and/or juvenile cases within the last five (5) years.
- JUVENILE APPEALS**
Third Degree, State Jail Felony, and Misdemeanors
Have at least two (2) years prior experience in criminal/juvenile litigation **and** at least one (1) brief filed in a criminal/juvenile case within the last five (5) years, **or**;
Otherwise be deemed qualified by a majority vote of the criminal courts committee.

PLEASE IDENTIFY BY CATEGORY, AND LIST ON AN ATTACHED SHEET, THE STYLE, CAUSE NUMBER AND APPROXIMATE DATE OF THE CASES THAT QUALIFY YOU TO HANDLE THE CATEGORIES OF REPRESENTATION YOU HAVE APPLIED FOR.

II.

BRAZORIA COUNTY QUALIFICATION

I am eligible to be considered for appointment to the list of attorneys available for court appointments in Brazoria County, Texas because (*Check All Applicable*)

- (a) ____ My principal residence is in Brazoria County, Texas.
- (b) ____ My principal legal office is located in Brazoria County, Texas.
- (c) ____ I am a full-time employee, associate, or partner of a law firm, partnership or professional corporation that maintains its principal office in Brazoria County, Texas. The name of the firm is _____.

I am not an employee, associate, partner, or of counsel to any firm except as listed in the preceding sentence.

- (d) ____ I was a qualified member in good standing of the Master List for the Brazoria County Indigent Defense Plan on December 1, 2011.

My principal office from which I conduct my practice of law is as follows. This is the office listed with the State Bar of Texas. I have not designated any other office as my principal office for any purpose.

Address _____	Phone _____
City, State, Zip _____	Fax _____
Email _____	Cell _____

As the term is used within Brazoria County's Indigent Defense Plan, the term "office" means a room, set of rooms, or building located in Brazoria County, Texas that is used as a place for professional services in which the attorney qualified under this plan regularly meets with clients to carry on his or her business as an attorney, and:

- 1) is more than a mail box or similar receptacle;
- 2) which includes a meeting room for clients; and,
- 3) where the client and attorney meet.

I will give written notice of any change in these notification numbers to the Indigent Defense Coordinator for Brazoria County prior to the change.

Check either (a) or (b). If (b) is checked please list address, telephone, and facsimile number for all other offices.

- (a) _____ I do not use any other office or meeting room to conduct my law practice except the principal office listed above.
- (b) _____ I also maintain or use other offices or meeting rooms to conduct my law practice and these are listed below.

Address _____ City, State, Zip _____ Ph _____ Fax _____	Address _____ City, State, Zip _____ Ph _____ Fax _____
Address _____ City, State, Zip _____ Ph _____ Fax _____	Address _____ City, State, Zip _____ Ph _____ Fax _____

(c) _____ If (b) is checked, please enter by percentage the revenue for the preceding calendar year generated from each location listed in (b)

Principal Office	_____	%
Second	_____	%
Third	_____	%
Fourth	_____	%
Fifth	_____	%

My principal permanent residence address is

Address _____

City, State, Zip _____

I understand that if my eligibility to be included on the Master List is because my principal office from which I conduct my practice of law is in Brazoria County or because my permanent residence is in Brazoria County, and if I no longer maintain either a principal office or permanent residence in Brazoria County, I will immediately notify the Indigent Defense Coordinator for Brazoria County in writing of such change.

III.

EDUCATIONAL AND C.L.E. BACKGROUND

I certify that I have the following educational and Continuing Legal Education background:
(Check all that apply)

BASIC EDUCATION:

- | | |
|--|--|
| <input type="checkbox"/> High School Diploma | <input type="checkbox"/> Doctor of Philosophy Degree |
| <input type="checkbox"/> Bachelor's Degree | <input type="checkbox"/> Medical Doctor Degree |
| <input type="checkbox"/> Law Degree | <input type="checkbox"/> Other Advanced Degree |
| <input type="checkbox"/> Master's Degree | |

LICENSED TO PRACTICE LAW:

- Licensed to Practice Law in Texas by the Texas Supreme Court on (month) _____, (year)_____.
- I am currently a licensed attorney in good standing with the State of Texas and the Texas Supreme Court.
- I am also a licensed attorney in good standing to practice law in the State(s) of _____.
- I have been admitted to practice law in the U.S. Federal District Courts for the _____ District of the State of _____.
- I have been admitted to practice law before the U.S. Fifth Circuit Court of Appeals.
- I have been admitted to practice law before the U.S. _____ Circuit Court of Appeals.
- I have been admitted to practice law before the United States Supreme Court.
- I have been certified as a specialist by the Board of Legal Specialization of the State of Texas in the following areas of law:

CONTINUING LEGAL EDUCATION:

- I have by actual attendance accrued within the past twelve (12) months (total must equal at least ten (10) hours);
 - _____ hours of C.L.E. credits in criminal law. No self study hours have been counted.
 - _____ hours, not to exceed ten (10) hours) from the preceding calendar year in C.L.E. credits to apply to this year’s requirement.
 - My State Bar of Texas minimum Continuing Legal Education Annual Verification form is attached and I have highlighted the required hours; **or**,
- I have attended C.L.E. programs dealing with juvenile law issues during the following years: _____
- I have attended C.L.E. programs dealing with the use of and challenges to mental health or forensic expert witnesses. The most recent course attended was on the following date: _____
- I have attended C.L.E. programs or training relating to criminal defense in death penalty cases. The most recent course attended was on the following date: _____
- I have attended C.L.E. programs relating to investigating and presenting mitigating evidence at the penalty phase of death penalty trials. The most recent course attended was on the following date: _____
- I have attended C.L.E. programs relating to appeals of criminal cases. The most recent course attended was on the following date: _____
- I have attended C.L.E. programs relating to appeals of juvenile cases. The most recent course attended was on the following date: _____

OTHER EDUCATION, BACKGROUND, RESEARCH OR TRAINING IN CRIMINAL/JUVENILE LAW AREA: (Please briefly describe).

(Attach a separate sheet if necessary for additional information)

BAR ASSOCIATION AFFILIATIONS:

- I am a member in good standing of the Brazoria County Bar Association.
- I am a member in good standing of the State Bar of Texas.
- Other _____

IV.

CRIMINAL/JUVENILE PRACTICE

- Approximately _____ % of my law Practice is devoted to criminal law.
- Approximately _____ % of my law Practice is devoted to juvenile law.

V.

LANGUAGE AND COMMUNICATION SKILLS

- I certify, under oath, that I am capable of communicating in the following languages:
 - English
 - Spanish
 - Deaf – Sign Language
 - Other: (Specify) _____

VI.

ETHICS AND PRIOR SANCTION HISTORY DISCLOSURE

- I certify, under oath, that I: (Check only those that are true and correct)
 - Have not been sanctioned by the State Bar of Texas for any ethical violation.
For the purposes of this inquiry, "Sanctioned" is defined as disbarment, probation, public Reprimand, suspended, fined, or such other State Bar of Texas sanction that is of public record.
 - Have not been found by a trial judge and/or appellate court to have provided ineffective assistance of counsel.
 - Will comply with the State Bar Rules for Professional conduct.
 - Will comply with The Texas Lawyer's Creed – A Mandate for Professionalism.
 - Will obtain copies and keep myself informed of the local rules of procedure for all courts in Brazoria County, Texas

VII.

CERTIFICATION OF KNOWLEDGE OF STANDING RULES FOR PROCEDURES FOR TIMELY AND FAIR APPOINTMENT OF COUNSEL FOR INDIGENT ACCUSED PERSONS IN BRAZORIA COUNTY, TEXAS

I certify, under oath, that

- **I have received, read, and understand the Brazoria County Plan and Standing Rules and Orders for Procedures for Timely and Fair Appointment of Counsel for Indigent Accused Persons in Brazoria County, Texas in effect as of the date of this Application, and will, at all times, fully comply with said plan, rules and orders.** I specifically agree that:
- I shall maintain either a phone or personal cell phone with voice mail, or a phone which is answered by a receptionist or answering service from 8:00 a.m. to 12:00 p.m. and from 1:00 p.m. to 5:00 p.m. Monday through Friday (except for Brazoria County holidays as set out in the official Brazoria County calendar approved by the Brazoria County Commissioner's Court) and which receptionist or answering service can promptly locate me and notify me of appointments or hearing settings. I understand that Court appointed counsel on the approved list must maintain a fax number or email address to which faxes or email may be received 24 hours a day, seven days a week.
- I will give written notice of any change in these notification numbers to the Indigent Defense Coordinator's Office for Brazoria County within twenty-four (24) hours of any change.
- I shall contact any accused person I am appointed to represent by the end of the first working day following notification of my appointment. I will personally interview my client as soon as practicable, but in all events within fifteen (15) days of my appointment unless good cause can be shown to the Judge presiding over the case. I will file an acknowledgement and confirmation of the representations contained in this paragraph prior to submitting my fee voucher. I understand that if I fail to contact and interview the person I am appointed to represent within the times required in this section, the Judge may deny or substantially reduce my fee for representing this person.
- I will zealously represent my client but always within the bounds of the law and legal ethics of Texas.
- I will represent a defendant or juvenile until the defendant or juvenile is either acquitted, the case dismissed, enters into a plea bargain agreement and final judgment is entered, or; if convicted by a Court or Judge, until appeals are exhausted or waived, or; the Court, after entering a finding of good cause on the record, relieves me or replaces me with other counsel.

■ I must annually file with the Indigent Defense Coordinator by December 1st of each year an accurate copy of my State Bar of Texas Minimum Continuing Legal Education Annual Verification Report and a sworn “Annual Certification of Attorney” that I am in compliance with the general and specific qualifications required under this Plan {Form 4}. I understand this is my sole obligation and no reminder notices will be sent.

■ I must timely submit my bills(s) for:

Indigent legal representation on the date a case is disposed of by a plea or bench trial; or

Indigent legal representation within ten (10) days of the date of judgment in a jury trial; or

Indigent appeal representation for appeals within fifteen (15) days of the date a mandate is returned on appeal.

All bills must be itemized listing the service performed, the actual date of the service and the actual time spent. No minimum time, and no value billing, nor travel time is permitted. If I appear in any Court on more than one appointed case in one day, the total time spent in all Courts for that day shall be fairly divided among all cases. I understand and acknowledge that failure to comply with these time requirements shall result in my waiver of right for such compensation and my services will have been performed *pro bono*.

■ I understand that I have a continuing duty to file an Amended Affidavit within thirty (30) days of the date any of the above information changes.

I hereby, have been sworn upon oath, depose, state, and certify that the above information contained in this Application is true and correct.

Witness my signature on this the _____ day of _____, 20_____.

Affiant

(Print Name)

Subscribed and Sworn to before me this the _____ day of _____, 20_____.

Notary Public/Person Authorized to Administer Oaths

Print Name: _____

(SEAL)

Capacity: _____