

## INDEX

	<u>Chapter/Page</u>
Accelerated Transcript . . . . .	III-10
Alternative hourly rates for counsel:	
Annual increase of . . . . .	II-14
Authority for . . . . .	I-3; II-12
Factors to be considered . . . . .	II-13,14
General considerations . . . . .	II-13
Procedures for requesting . . . . .	II-14
<i>Amicus Curiae</i> participation of federal public and community defenders in federal court . . . . .	IV-7
Ancillary matters:	
Compensation limit . . . . .	II-18
Definition of . . . . .	II-5,6
<i>Ex parte</i> application . . . . .	II-6
Preliminary determination . . . . .	II-6
Scope of representation . . . . .	I-3; II-6
Appeals:	
Bail appeals . . . . .	II-10
Compensation limit . . . . .	II-16-18
Filing fees . . . . .	I-7; II-23
Interlocutory appeals . . . . .	II-10
New appointment . . . . .	II-10
Writ of certiorari . . . . .	II-23
Appointment/Evaluation of federal public defender and staff . . . . .	I-9,10; IV-2-4
Appointments (see also Cases covered/not covered by the Act):	
Appointment of co-counsel . . . . .	II-9
Death penalty cases . . . . .	I-11,12; VI-1,2; App. I
Appointment of counsel to represent more than one individual in a particular case . . . . .	II-9
Continuity of representation . . . . .	II-9,10
Federal death penalty cases and federal capital habeas corpus proceedings . . . . .	I-11-14; VI-1-11; App. I
Federal defender organizations . . . . .	I-2; II-3

Appointments (continued):

Forms for .....	II-7,11; App. A
New appointment, when made .....	II-10
Out-of-district attorney .....	II-3
<i>Pro hac vice</i> admission to panel .....	II-3
Standby counsel .....	II-11
Substitution of counsel .....	I-3; II-20
Termination of .....	II-11
Transfer of case to another district .....	II-10
Under 18 U.S.C. § 983 (b)(1) in certain judicial civil forfeiture proceedings .....	I-14; II-7
Waiver of counsel .....	I-2; II-11
Arrested person .....	I-1; II-1
Assets, duty to disclose client's .....	II-3
Associates of appointed counsel .....	II-9
Bail appeals .....	II-10
Bar associations, attorneys furnished by .....	I-2; II-3
Briefs, printing of .....	II-23
Capital cases .....	I-11-14; VI-1-11; App. I
Case budgeting in federal capital habeas corpus proceedings and federal death penalty cases .....	VI-7,8; App. I
Cases covered by the Act (see also Compensation limits):	
Ancillary matters .....	I-3; II-5,6
Appeals .....	II-10
Arrest .....	I-1; II-1
Bail appeals .....	II-10
Judicial civil forfeiture proceedings under 18 U.S.C. § 981 (b)(1) (certain proceedings) .....	I-14; II-7
Civil forfeiture proceedings (ancillary matters) pursuant to 21 U.S.C. § 881, 19 U.S.C. § 1602, or similar statutes .....	II-6
Civil or criminal contempt with loss of liberty .....	I-1; II-5
Deferred prosecution (pretrial diversion) .....	II-5

Cases covered by the Act (continued):

Extraordinary writs .....	II-10
Felony .....	I-1; II-1
Grand jury witness .....	II-5
Habeas corpus .....	I-2; II-2,10; VI-1,2,5-11
International extradition .....	II-5
Juvenile delinquency .....	I-1; II-1
Material witness in custody .....	I-1; II-2
Mental condition proceeding .....	I-1; II-2,10
Misdemeanor .....	I-2; II-1,2
Narcotic Addict Rehabilitation Act .....	I-1; II-2
Parole proceedings .....	I-1; II-1
Petty offense with confinement authorized .....	I-2; II-2
Pretrial diversion .....	II-5
Prisoner transfer proceedings under chapter 306 of title 18 .....	I-1; II-2,16; Section B
Probation violation .....	I-1; II-1
Proceedings under 18 U.S.C. §4106A (see also: Parole proceedings) .....	I-4; II-16
Sixth Amendment requirement .....	I-1; II-2
Standby counsel .....	II-11
Supervised Release .....	I-1; II-1
Witnesses before a grand jury, court, Congress, or federal agency or commission .....	II-5

Cases not covered by the Act:

Civil actions to protect jurors' employment .....	II-4
Civil rights cases by prisoners .....	II-4
Corporate defendant cases .....	II-4
Deportations, administrative proceedings before INS. ....	II-4
Guardian ad litem .....	III-13
Petty offense with no confinement authorized .....	II-4
Certiorari, writ of .....	II-23
Civil actions to protect jurors' employment .....	II-4
Civil forfeiture proceedings (ancillary matters) pursuant to 21 U.S.C. § 881, 19 U.S.C. § 1602, or similar statutes .....	II-6
Civil rights cases by prisoners .....	II-4

Claims (see Compensation claims)

Claims (see Suits alleging malpractice or negligence  
in furnishing representational services)

Community defender organizations . . . . . I-10; II-12; IV-5

Compensation claims for counsel (see also  
Investigative, expert and other services):

Approval by magistrate judges . . . . .	II-19
Associates of appointed counsel . . . . .	II-9
Case budgeting and management in federal capital habeas corpus proceedings and federal death penalty cases . . . . .	VI-7-9; App. I
Excess claims . . . . .	I-4; II-18,19
Expenses (see Expenses)	
Forms for payment . . . . .	II-7,11; App. A
Hourly rates . . . . .	I-3,4; II-12
Alternative hourly rates . . . . .	I-3; II-12-15
Authority for annual increases . . . . .	I-3; II-14,15
Death penalty cases . . . . .	I-12; VI-5,6; App. I
Interim payment . . . . .	II-23,24; App. E; App. F
Death penalty cases . . . . .	II-23,24; VI-7; App. E; App. F
Judicial civil forfeiture proceedings under 18 U.S.C. § 983 (b)(1) . . . . .	I-14; II-7
Limits on amount (see Compensation limits)	
Memorandum in support of claim . . . . .	II-18,19
Multiple indictments . . . . .	II-20
Out-of-pocket expenses (see Expenses)	
Proration of claims . . . . .	II-20
Reduction of claims . . . . .	II-19
Standby counsel . . . . .	II-11
Substitution of counsel . . . . .	II-20
Time limits for submission of claims . . . . .	II-12
Travel time and expenses . . . . .	II-20,21

Compensation limits for counsel:

Ancillary matters . . . . .	II-18
Appeals . . . . .	I-4; II-16,17
Civil or criminal contempt with loss of liberty . . . . .	II-17
Death penalty cases . . . . .	II-15,23,24; VI-5; App. I
Deferred prosecution (pretrial diversion) . . . . .	II-16
Felony . . . . .	II-16

Compensation limits for counsel (continued):	
Grand jury witness .....	II-17
Habeas corpus .....	II-17
International extradition .....	II-18
Judicial civil forfeiture proceedings	
under 18 U.S.C. § 983 (b)(1) .....	I-14; II-16
Material witness in custody .....	II-17
Mental condition proceedings .....	II-17; App. H
Misdemeanor .....	II-16
Other representations .....	II-17,18
Parole violation or revocation .....	II-17
Petty offense .....	II-16
Pretrial diversion .....	II-16
Prisoner transfer proceedings under 18 U.S.C. §4106A, 4107 and 4108 .....	II-16
Probation violation .....	II-17
Proceedings under 18 U.S.C. §4106A .....	I-4; II-16
Standby counsel .....	II-11
Witnesses before a grand jury, court, Congress, or federal agency or commission .....	II-17
Compensation of federal public defender and staff .....	IV-2
Computer-assisted legal research:	
Performed by appointed counsel .....	II-24
Performed by commercial legal research firm .....	III-13
Computer hardware and/or software:	
Application to court to acquire with CJA funds .....	III-14
Consultation with Defender Services Division .....	III-14
Model order authorizing acquisition of .....	App. C
Computer systems and automation litigation support personnel and experts:	
Application to court to acquire with CJA funds .....	III-14
Consultation with Defender Services Division .....	III-14
Consulting services in federal capital habeas corpus proceedings and federal capital prosecutions .....	VI-10,11
Contempt, civil or criminal .....	II-5,17

Continuity of representation .....	II-9,10
Corporate defendant cases .....	II-4
Court of appeals:	
Compensation limit .....	I-4; II-16-18
Filing fee .....	I-6; II-23
New appointment .....	II-10
Writ of certiorari .....	II-23
Court reporters and reporting services .....	III-10,11
Criminal Justice Act panel (see also District plans):	
Administration, composition and management .....	I-2; II-3,4
Distribution of appointments .....	II-4
Model Plan for .....	App. G
Out-of-district attorney, admission of .....	II-3
<i>Pro hac vice</i> admission to .....	II-3
<i>Criminal Monetary Penalties: A Guide to the Probation Officer's Role,</i> Monograph 114, Chap. VI .....	II-1
Death penalty federal habeas corpus and federal capital cases .....	I-11-14; VI-1-11; App. I
Defender organizations:	
Assignment of cases to .....	I-2; II-3; IV-6
Assistance to <i>pro se</i> litigants .....	III-2
Expert and other services .....	IV-5,6
Statutory authority for .....	I-9; IV-1
Types of	
Community defender organizations .....	I-10; IV-5
Federal public defender organizations .....	I-9,10; IV-1-4
Deferred prosecution (pretrial diversion) .....	II-5,16
Delegation of excess compensation approval authority .....	I-4; II-18; III-2
Death penalty cases .....	I-13; VI-9,10
Deportation, administrative proceedings before INS .....	II-4

Depositions:

Expert witnesses .....	III-12
Fact witnesses .....	III-12

Disclosure of client's financial status .....	II-3
---	------

Disclosure of payment information .....	I-5,6,14; V-1-4, App. A
---	-------------------------

District plans:

Advance authorization by court to incur expenses .....	II-20
Duty to disclose client's assets .....	II-3
Model CJA Plan .....	II-1,4; App. G
Model Plan for CJA Panel .....	II-4; App. G
Modification of .....	I-2
Option for attorneys furnished by bar association or legal aid agency .....	I-2; II-3
Option for attorneys furnished by defender organization .....	I-2; II-3
Provision for private attorneys .....	I-2; II-3
Requirement for .....	I-1; II-1
Standard forms .....	II-7

Doubts about eligibility .....	II-8
--------------------------------	------

Dual purpose examinations .....	III-6,7
---------------------------------	---------

Eligibility:

Defendant's financial status as contained on CJA Form 23 .....	II-7; App. A
Determination by federal judge or magistrate judge .....	II-7
Doubts about .....	II-8
Erroneous determination .....	II-8
Fact-finding by other officers of the court .....	II-7,8
Family's financial status .....	II-9
Partial .....	II-8; III-1
Reimbursement from defendant .....	I-3,8; II-8,19
Standard for .....	II-8
U.S. Attorney and law enforcement officers .....	II-7

<i>Ex parte</i> applications in ancillary matters .....	II-6
---	------

<i>Ex parte</i> applications for services other than counsel .....	I-7; III-3
Death penalty cases .....	I-13; VI-9
Excess compensation claims .....	I-4,8; II-19,20; III-2; App. A; App. E; App. F
Death penalty cases .....	I-13; VI-9,10; App. A; App. E; App. F
Expenses:	
Advance authorization to incur .....	II-20
Computer assisted legal	
research .....	II-24,25; III-13
Defending actions alleging CJA panel attorney malpractice .....	I-3,4
Depositions .....	III-12
Experts (see Investigative, expert and	
other services)	
Fact witnesses .....	III-12
Forms for reimbursement .....	II-12; III-3; App. A
Interim reimbursement .....	II-22-24; III-4; App. E; App. F
Law student research .....	II-24
Non-reimbursable items	
Filing fees .....	II-23
General office overhead .....	II-23; III-14
Items of a personal nature .....	II-23
Printing of briefs .....	II-23
Service of process .....	II-23
Reimbursable out-of-pocket .....	II-21,22
Transcript costs .....	II-21; III-10,11
Travel expenses .....	II-21,22
Expert and other services (see Investigative,	
expert and other services)	
Expert witnesses:	
Depositions .....	III-12
Expenses of .....	III-2,12,14
Extradition .....	II-5,18
Extraordinary writs .....	II-10
Fact witnesses:	
Depositions .....	III-12
Fees and expenses of .....	III-12
Fact-finding for eligibility .....	II-7,8

Family's financial status . . . . .	II-9
Federal death penalty cases and federal capital habeas corpus proceedings . . . . .	I-11-14; VI-1-11; App. I
Federal death penalty resource counsel . . . . .	App. I
Federal defender organizations (see Defender organizations)	
Felony charge . . . . .	I-1; II-1,16
Filing fees . . . . .	II-23
Financial eligibility (see Eligibility)	
Financial status:	
Defendant's . . . . .	II-7,8
Family's . . . . .	II-9
Forms:	
Appointment of and Authority to Pay	
Court Appointed Counsel (CJA 20) . . . . .	II-12; App. A
Authorization and Voucher for Expert and Other Services (CJA 21) . . . . .	III-3; App. A
CJA Forms list . . . . .	App. A
Compensation and reimbursement of expenses of	
Counsel (CJA 20) . . . . .	II-12,21; App. A
Expert and other services (CJA 21) . . . . .	III-3; App. A
Death Penalty Proceedings:	
Appointment of and Authority to Pay	
Court Appointed Counsel (CJA 30) . . . . .	App. A
<i>Ex Parte</i> Request for Authorization and Voucher for Expert and Other Services (CJA 31) . . . . .	App. A
Excess compensation claim,	
supplemental information statement:	
district court (CJA 26) . . . . .	App. A
appeals court (CJA 27) . . . . .	App. A
Financial Affidavit (CJA 23) . . . . .	App. A
Public disclosure of attorney fee information, notice to	
court-appointed counsel of (CJA 19) . . . . .	V-1-4; App. A
Standard forms . . . . .	II-7; App. A
Termination of appointment (CJA 7) . . . . .	II-11; App. A
Transcripts (CJA 24) . . . . .	II-21; App. A

Freedom of Information Act (not applicable to CJA information) .....	V-1
Grand jury witness representation .....	II-5,17
Grant and Conditions	
Community defender organization .....	App. D
Gross Receipts Taxes (see Taxes)	
Guardian ad litem .....	III-13
Habeas corpus cases	
Death penalty cases .....	I-11-14; VI-1-11; App. I
Generally .....	I-2; II-2,10
Hourly rates .....	I-3; II-12-15
Alternative hourly rates .....	I-3; II-12-15
Annual increases .....	I-3; II-14,15
Capital Cases .....	I-13; VI-5,6; App. I
Information (procedures for release of) .....	V-1-4
Interim Payments:	
Generally	
To counsel .....	II-24; App. E
To experts .....	III-4; App. F
Capital Cases	
To counsel .....	II-24; VI-7; App. E
To experts .....	III-4; VI-11; App. F
Interlocutory appeals .....	II-10
International extradition .....	II-5,18
Investigative, expert and other services:	
Advance authorization to incur .....	I-7; III-2
Availability to persons with retained counsel .....	III-1
Availability to <i>pro se</i> litigants .....	III-1,2
Case budgeting and management in federal capital habeas corpus proceedings and federal death penalty cases .....	VI-7,8; App. I
Claims for payment .....	III-3
Computer assisted legal research .....	III-13

Investigative, expert and other services (continued):

Computer hardware and/or software	
Application to court to acquire with CJA funds .....	III-14
Consultation with Defender Services Division .....	III-14
Model order authorizing acquisition of .....	App. C
Computer systems and automation litigation support personnel and experts	
Application to court to acquire with CJA funds .....	III-14
Consultation with Defender Services Division .....	III-14
Consulting services in death penalty cases .....	VI-10,11
<i>Ex parte</i> application .....	I-7; III-3
Death penalty cases .....	I-13; VI-9
Excess compensation claims .....	I-8; III-2
Death penalty cases .....	I-13,14; VI-9,10
Expenses .....	III-2,12,14
Extraordinary office overhead .....	III-14
Forms for payment .....	III-3; App. A
Interim payments .....	III-4; App. F
Death penalty cases .....	III-4; VI-11; App. F
Investigators .....	III-5
Limits on amount .....	I-8,13,14; III-2,3; VI-9,10
<i>Nunc pro tunc</i> authorization .....	I-8; III-3
Death penalty cases .....	VI-9
Psychiatrists, psychologists .....	III-5-9
Transcripts .....	II-21; III-10,11

Investigators:

Expenses of .....	III-14
Policies regarding .....	III-5

Jurors, civil actions to protect employment .....	II-4
---	------

Juvenile delinquency cases .....	I-1; II-1
----------------------------------	-----------

Law student assistants .....	II-24
------------------------------	-------

Legal aid agency, attorneys furnished by .....	I-2; II-3
--	-----------

Legal research by law students (see also Computer-assisted legal research) .....	II-24
--	-------

Limits on compensation (see Compensation limits)	
--	--

Magistrate judges:

Approval of compensation claims . . . . .	I-7,8,13,14; II-19
Reimbursement of expenses in defending actions alleging CJA panel attorney malpractice . . . . .	I-4

Malpractice or negligence claims:

Federal defender employees furnishing representational services . . . . .	I-10,11
CJA panel attorneys furnishing representational services . . . . .	I-3,4

Material witness representation . . . . . I-1; II-2,17

Memorandum in support of claim . . . . . II-18,19

Mental condition proceedings:

Appointment of counsel . . . . .	I-1; II-2,10
Compensation limit for Counsel . . . . .	II-17; App. H
Experts . . . . .	III-2,3
Dual purpose examinations . . . . .	III-6,7
Procedures for payment of experts . . . . .	III-5,6
Psychiatrists, psychologists . . . . .	III-5-9
Source of payment for experts . . . . .	III-5-9
Types of examinations . . . . .	III-5-9

Misdemeanor charge . . . . . I-1,2; II-1,2,16

Model CJA plan . . . . . II-1,4; App. G

Model order authorizing acquisition of computer  
hardware and/or software . . . . . App. C

Model Plan for CJA panel . . . . . II-4; App. G

Multiple indictments . . . . . II-20

Narcotic Addict Rehabilitation Act (NARA) . . . . . II-2

New trial . . . . . II-10

Non-reimbursable expenses (see Expenses)

Notarial services . . . . . III-12,14

<i>Nunc pro tunc</i> authorization of investigative, expert and other services .....	III-3
Death penalty cases .....	VI-9
Office overhead .....	II-22; III-14
Out-of-district attorneys, admission to panel .....	II-3
Out-of-pocket expenses (see Expenses)	
Panel (see Criminal Justice Act panel)	
Parole proceedings .....	I-4; II-1,16,17
Partial eligibility .....	II-8; III-1
Payments by defendant (see Reimbursement from defendant)	
Personal nature items supplied to client .....	II-22
Petty offense cases .....	I-2; II-2,16
Plans (see District plans)	
Pretrial diversion .....	II-5,16
Printing of briefs .....	II-23
Prisoner civil rights cases .....	II-4
Prisoner transfer proceedings under 18 U.S.C. §§4107, 4108 and 4109 .....	I-1,4; II-2,16; Section B
Privacy Act (not applicable to CJA information) .....	V-1
Private attorneys .....	I-2; II-3,4
Probation:	
Compensation limit .....	II-17
<i>Criminal Monetary Penalties: A Guide to the Probation Officer's Role,</i> Monograph 114, Chap. VI .....	II-1
Reimbursement as a condition of .....	II-19
Violation or revocation .....	I-1; II-1,10
Process, service of .....	II-23

<i>Pro hac vice</i> admission to panel .....	II-3
Proration of claims .....	II-20
<i>Pro se</i> litigants, services for .....	III-1,2
Psychiatrists and psychologists:	
Compensation limit .....	III-6
Dual purpose examinations .....	III-6,7
Procedures for payment .....	III-6
Source of payment .....	III-5-9
Types of examinations .....	III-5-9
Reduction of claims .....	II-19
Reimbursable expenses (see Expenses)	
Reimbursement from defendant:	
Condition of probation .....	II-19
During the proceedings (interim) .....	II-8
Duty to disclose client's assets .....	II-3
Family contribution .....	II-9
Final determination .....	II-8
Generally .....	I-8
Procedures .....	II-19
Reporters and reporting services .....	II-21; III-10,11
Representation under the Act (see Cases covered/not covered by the Act)	
Research by law students (see also Computer assisted legal research) .....	II-24
Retained counsel, services for persons with .....	III-1
Rules 20, 21 and 40 (appointment of counsel when case is transferred) .....	II-10
Sales Taxes (see Taxes)	
Service of process .....	II-23
Services other than counsel (see Investigative, expert and other services)	

Sixth Amendment, appointments under .....	I-1; II-2
Standard forms .....	II-7; App. A
Standby counsel .....	II-11
Statutory requirement, appointment of counsel under .....	I-1; II-1,2
Stenographic services .....	II-21; III-14
Substitution of counsel .....	II-20
Suits alleging malpractice or negligence in furnishing representational services:	
Federal defender employees .....	I-10,11
CJA Panel attorneys .....	I-3,4
Supervised release .....	I-1; II-1,17
Taxes .....	II-23; III-14
Termination of appointment .....	I-3; II-11
Time limit for submission of claims .....	II-12
Transcript costs:	
Accelerated .....	III-10,11
Apportionment of .....	III-10,11
Commercial duplication .....	III-11
Form to use .....	II-21
Limits on amount .....	III-10
Payment of .....	II-21; III-10
Standards for other than federal court proceedings .....	III-11
Transfer of case to another district .....	II-10
Travel expenses of counsel .....	II-21,22
Travel time of counsel .....	II-20,21
Vouchers (see Compensation claims)	
Waiver of counsel .....	II-11

Witnesses:

Before a grand jury, court, Congress, or federal agency or commission .....	II-5,17
Fees and expenses .....	III-12
Material witness in custody .....	I-1; II-2,17
Travel funds .....	III-12
Writ of certiorari .....	II-23
Wrts, extraordinary .....	II-10