

Application Process for Misdemeanor Court Appointments

All applications must be presented to the Collin County Committee on misdemeanor indigent defense through the Indigent Defense Coordinator, Tracye Sparks – 2100 Bloomdale Road, Suite 20210, McKinney, TX 75071 during either of the following application periods: July 1 thru July 14 OR December 1 thru December 16.

To be eligible for receiving court appointments on misdemeanor cases, an attorney must meet the following requirements at the time of application:

- A. Maintain membership in a Collin County Bar organization
- B. Reside in and maintain his sole office in Collin County
 - 1. An attorney who does not meet the above residency requirement may submit a letter requesting special exception which may be granted upon unanimous approval of the County Court at Law Judges
- C. Agree not to accept court appointments in any other County
- D. Meet one of the following three criteria:
 - 1. Board Certification in Criminal Law by the Texas Board of Legal Specialization; or
 - 2. Completion of at least two years of law practice with at least three misdemeanor jury trials (which may be second chair) during the attorney's career and completion of at least sixteen hours of continuing legal education in the twenty-four month period preceding application; or
 - 3. Demonstrate competence using other criteria to be approved by the Committee including but not limited to, years of legal experience, board certification in areas of law other than criminal law, number of civil and jury trials completed, number of hours of CLE and professional reputation for handling cases.
- E. Mental Health Managed Counsel requirements: In addition to the above-referenced eligibility requirements, additional requirements for designation on the approved attorney list for MHMC include:
 - 1. Six hours per year of CLE in Mental Health
 - 2. Six jury trials as lead counsel
 - 3. Attach a recent photo
 - 4. Complete the supplemental application for the MHMC Program.
 - 5. The MHMC wheel is comprised of a limited number. The positions will be filled by the MHMC Attorney Director based on program needs, attorney qualifications and attorney performance.

Incomplete applications or attorneys who do not meet the criteria will not be considered.

APPLICATION TO RECEIVE MISDEMEANOR COURT APPOINTMENTS

I, the undersigned attorney, hereby apply to the Judges of the County Courts at Law of Collin County, Texas to receive appointments to represent indigent persons charged with criminal offenses in misdemeanor cases.

I am applying for the following types of adult misdemeanor appointments:

Class A/B Appeals MHMC Foreign Language (Must be Fluent): _____

I certify that I maintain membership in a Collin County Bar organization: _____
(Name of Organization)

I further certify that I meet the following residency requirement established by the Judges to receive appointments in misdemeanor cases (check one):

- I reside in **and** maintain my sole office in Collin County, Texas.
- I am seeking special consideration. **(Must submit a letter requesting admission along with this application).**

I also certify that I meet the following competency standards established by the Judges to receive appointments in misdemeanor cases (check one):

- I am a licensed attorney in good standing with the State Bar of Texas and I am Board Certified in Criminal Law by the Texas Board of Legal Specialization;
- or
- I am a licensed attorney in good standing with the State Bar of Texas, I have been practicing law for at least two years, I have tried three criminal cases during my career to a jury either as the first or second chair attorney and I have completed at least sixteen hours of CLE in criminal law during the twenty four month period preceding the date of this application. **(Please attach a copy of your most current CLE hours);**
- or
- I am applying under the “other criteria” section of The Interim Collin County Misdemeanor Indigent Defense Plan.

I further certify that I am familiar with the requirements of Texas Senate Bill 7 (The Fair Defense Act) and that I will comply with all of the duties and requirements of the Act in representing my clients in the cases in which I am appointed.

Signed this _____ day of _____, 20_____.

Signature

ATTORNEY INFORMATION:

Printed Name:			
Home Address (No P.O. Boxes):			
	County:		
Business Address (No P.O. Boxes):			
	County:		
Mailing Address (if different):			
Office Telephone Number:			
Cell Phone Number:			
Office Fax Number:			
Email Address:			
State Bar No.:		Date Licensed:	

COMPLETE ONE OF THE FOLLOWING:

1. Date of Board Certification in Criminal Law: _____
or
2. Style and Cause numbers of three criminal jury trials tried as first or second chair in a county or district court during your legal career. And provide a copy of the criminal law CLE courses completed during the preceding twenty four months totaling at least sixteen hours:

Jury Trials:

- a. _____
- b. _____
- c. _____

3. If you do not meet the foregoing criteria, please list other criteria which should be considered, including but not limited to, years of legal experience, board certification in fields of law other than criminal law, number of civil and criminal trials completed, hours of continuing legal education completed and professional reputation for handling criminal cases.

CERTIFICATION

I, _____, certify that I will only seek appointments from the indigent
(provide your full name)

defense wheels in Collin County, Texas and will not seek or accept appointments from any other county.

(Signature)

(Printed Name)

(Address)

(Telephone Number)

SUPPLEMENTAL APPLICATION FOR MHMC WHEEL

1. Have you worked at a District or County Attorney's Office handling criminal matters? _____ Dates of employment: _____ County: _____
2. Have you worked at a Public Defender's Office? _____
Dates of employment: _____ County: _____
3. Years in which practice? Criminal law _____ Civil law _____
4. Percentage of present law practice spent on criminal or related matters? _____%
5. Criminal Practice Specialties/Board certifications (i.e., violent felonies, DWI, juvenile, narcotics): _____
6. Bar Association Memberships: _____
7. Law School Attended: _____
Graduation date: _____

Please answer yes or no to the following questions and provide requested information:

8. Are you currently in good standing with the State Bar of Texas? _____
If no, please attach separate sheet with explanation.

Are you currently or have you ever been:

- _____ Appealing any sanction by the State Bar other than a private reprimand?
- _____ Under indictment or charged with a criminal offense other than a traffic offense?
- _____ On community supervision (deferred adjudication or "regular" community supervision)?
- _____ Convicted of an offense punishable by confinement?
- _____ Publicly sanctioned by a State Bar Grievance Committee in this state?
- _____ Sanctioned for failure to appear before a court?
- _____ Removed from a case for "cause"?
- _____ Found by any trial or appellate court to have rendered ineffective assistance of counsel?

*If the answer is "yes", please attach a copy and/or written explanation of the related information.

9. Have you ever admitted, in connection with an official proceeding, to having provided ineffective assistance of counsel? _____
10. Which categories of cases are you currently authorized to accept appointments and which categories are you seeking appointment through MHMC?:

Authorized	Seeking MH Appt.		
_____	_____	Misdemeanor Trial	
_____	_____	Misdemeanor Appeals	
_____	_____	SJF and 3 rd degree	
_____	_____	1 st and 2 nd degree	
_____	_____	Felony Appeals	
_____	_____	Sex Crimes (6 felony sex crime jury trials required qualify)	to

11. Please list anything about your background or experience that you believe would be helpful to you as a member of the Defendants with Mental Illnesses Appointment list (use separate sheet for additional room.)

12. What is the most significant case you worked on as an appointed attorney? Why?

*Questions 8-9 if the answer is “yes” please attach a copy of related information and/or written explanation.

Please attach a resume or statement that you wish to have considered regarding your qualifications to be on the Private Defender Panel.

I _____, understand the MHMC program has standards, which are more stringent than the general attorney wheel. Further, I understand that I must attend an orientation and comply with these standards fully to remain on the wheel.

Attorney Date

State of Texas
County of _____

Sworn to and subscribed before me on the _____ day of _____ 20_____.

Notary Public in and for the State of Texas
Printed Name:_____

SEAL