

UNITED STATES DISTRICT COURT
CHAMBERS OF
JUDGE JOHN G. KOELTL
UNITED STATES COURTHOUSE
500 PEARL STREET
NEW YORK, NY 10007

May 14, 2009

Wayne M. Ozzi, Esq.
President-Elect, Richmond County Bar Association
Surrogate's Court Richmond County
18 Richmond Terrace
Staten Island, NY 10301-1935

Dear Mr. Ozzi:

The United States District Court for the Southern District of New York is now accepting applications for the Criminal Justice Act Panel for the Court. Lawyers from this Panel provide representation to defendants who, based on their financial need, qualify for appointed representation funded pursuant to the Criminal Justice Act. Applicants can also apply for membership on the panels that represent defendants in capital cases and that represent defendants in non-trial work, primarily habeas corpus proceedings.

I am writing to you as the current president of your association to advise you of the existence of this Panel and to encourage you to make the application process known to your members who might be interested and qualified to participate on the Panel. I would ask you to share this letter with members of any of your committees who might have a particular interest and expertise. We are very interested in expanding the pool of qualified lawyers from whom the Panel is chosen so that we can assure the highest standard of representation. The Court is interested in increasing the diversity of the applicant pool and encourages qualified women and minority lawyers to submit their applications.

The Court also has a mentoring program designed to help identify and prepare experienced state practitioners for appointment to the Panel. While the program's primary objective is to improve the diversity of the Panel, the program is open to all who might benefit.

I have enclosed an application form for your convenience, which can of course be duplicated for those who may be interested in applying. The application is also available on the Court's Web site at www.nysd.uscourts.gov. Completed applications should be sent to Leonard F. Joy, Esq., 52 Duane Street, 10th Floor, New York, NY 10007. The deadline for receiving applications is **June 30, 2008**.

Sincerely yours,



John G. Koeltl

JGK/kd
Enclosure

Application for: Manhattan _____

White Plains _____ (Check One)

APPLICATION FOR APPOINTMENT
TO THE PANEL OF ATTORNEYS UNDER
THE CRIMINAL JUSTICE ACT OF 1964
PURSUANT TO THE PLAN OF THE JUDGES
OF THE UNITED STATES DISTRICT COURT
FOR THE SOUTHERN DISTRICT OF NEW YORK

(Please print or type)

DATE _____

NAME _____

FIRM NAME _____

OFFICE ADDRESS _____ E-MAIL _____

OFFICE TELEPHONE _____ FAX NUMBER _____

RESIDENCE ADDRESS _____

1. In the space below, provide a chronological resume, starting with college and law school and then listing each employer. For this or any following question, if you need more space you may attach additional sheets.

2. Provide dates of admission to each court of which you are a member of the bar:

3. Have you previously applied for appointment to this panel? _____
If so, list the date of each application, and the name of any persons who interviewed you:

4. Have you previously served on this panel? _____ If so, list the dates of your service:

List, in reverse chronological order, the names of the most recent 15 defendants to whom you were assigned in the Southern District, including case number, the name and current telephone number of the Assistant United States Attorney in each case and the name of the presiding judge. [Specify on additional sheet(s).]

5. Have you ever refused to accept an assignment? If so, please give the number of times and explain the circumstances:

6. Have you previously served on any other panel for assigned defense lawyers (such as the CJA Panel for the EDNY, or the New York 18-B Panel, or the Appellate Division's Panel for Homicide Cases)? _____ If so, list each panel and the dates of your service. If no longer on the panel, please explain:

7. Have you ever been relieved from an assigned defendant in any case for any reason other than his/her retaining a private attorney where, subsequently, ineffectiveness of counsel was raised on appeal, motion for a new trial or writ of habeas corpus? _____ If so, give particulars, including defendant's name, case number, name and current number of the AUSA, substituting attorney and judge:

8. Has your application to any panel ever been turned down? _____ If so, give particulars, including panel and year of application. If interviewed, please include name and current telephone number of interviewer:

9. Have you ever been removed from, or not renewed on, any panel? _____ If so, give particulars, including panel, year of removal or non-renewal, and reasons given:

10. List, in reverse chronological order, the 10 most recent criminal trials in which you participated, and provide the following information for each case: year, court, case number, judge w/current chambers telephone number, prosecutor w/current telephone number and defendant's name. Please indicate whether each trial was a jury or bench trial, whether the case involved felony or misdemeanor charges, the length of trial, and whether the trial went to verdict. State what your role was in each trial (lead counsel, second seat) and give the names of other lawyers who participated in the defense of your client. In multiple defendant cases, please include name and current telephone number(s) of co-counsel. [Specify on additional sheet(s).]

11. List in reverse chronological order the 5 most recent appeals you have handled, including case name, court and citation. Please indicate whether you wrote the brief and whether you argued the appeal:

1. _____

2. _____

3. _____

4. _____

5. _____

12. Have you asked to be relieved from handling an appeal, or had the appeal briefed and argued by another person while remaining counsel of record (assigned cases only)? If so, please give the particulars:

13. Do you speak any foreign languages? _____ If so, give particulars:

14. List any other legal experience which you feel would be helpful in evaluating your competence to serve on this panel (for example: civil trials, civil or criminal appeals, criminal cases involving pre-trial or post-trial representation, publications, etc.). Include, where appropriate, the names and telephone numbers of adversaries, co-counsel or judges:

15. Have you ever been convicted of a crime? _____ If so, please give particulars:

16. Have you ever been held in contempt or been the subject of a contempt proceeding? If so, please give the particulars:

17. Have you ever been the subject of a disciplinary proceeding in any jurisdiction? _____
If so, please give the particulars, including the jurisdiction and whether the proceeding progressed beyond a request for a response to a complaint. If the proceeding is still pending, please provide details:

18. Have you ever been investigated by any court-appointed person or committee with respect to any question of ethics? _____ If so, please give the particulars:

19. Would you also be interested in serving on a panel of lawyers appointed to provide representation in capital cases? _____ If so, please state any particular qualifications that you have to provide representation for a defendant in a case where there is the possibility that the death penalty may be imposed:

20. Would you also be interested in serving on a panel of lawyers appointed to provide representation in non-trial type matters, particularly exceptional habeas corpus proceedings? _____
If so, please state any particular qualifications that you have including past representation in habeas cases, civil or criminal appeals, publications, etc.:

APPLICANT'S SIGNATURE

Date