

Criminal Justice Act Mentoring Program for the District of Idaho

I. OBJECTIVE

To improve the skill level and diversity of the Criminal Justice Act Panel (“CJA Panel”) through a mentoring program.

II. MENTORS AND MENTEES

- a. The CJA Panel Committee will select a pool of Mentors from the CJA Panel and the Federal Defender Services of Idaho.
- b. The profile of the Mentor will be an experienced and respected member of the CJA Panel or the Federal Defender Services of Idaho. Attorneys selected as Mentors must agree to serve as Mentors to attorneys who are less experienced in federal criminal practice and to report on the progress of the Mentee to the CJA Resource Counsel every three months after initial contact with Mentee. Any recommendations to add a Mentee to the CJA Panel will come from the CJA Resource Counsel and the Community Defender and will be made to the Chief Judge. The Mentor is the primary attorney and, therefore, is responsible for the representation, to both the client and the Court.

III. PARAMETERS

- a. The Mentor will be appointed as counsel of record. The Mentor will have discretion to determine the appropriate hearings and cases to adequately train the Mentee on the full spectrum of representation. The minimum requirements for a Mentee specified in paragraph d below.
- b. In the typical Mentorship Program case, the Mentor will receive a regular CJA appointment in a matter which appears to present a full spectrum of representation (e.g. bail and release; discovery review; guideline calculation sentencing factors; plea negotiation; research and writing). The Mentor shall train and supervise the Mentee during each stage of the federal criminal prosecution. The Mentor shall have discretion regarding the extent of the Mentee’s involvement depending on the unique needs of the case and the experience of the attorney. The Mentor will have the ultimate responsibility for any case involved in the Mentorship Program, including the final decision-making authority about legal strategy. The Mentor also will have the primary responsibility for communication with the client.
- c. The Mentee will be permitted to appear and argue on the record as counsel for the defendant, with the Mentor, as counsel of record, present. The Mentee also may confer, on behalf of the defendant and under the direction of the Mentor, as counsel of record, with the government; chambers; the U.S. Probation office and

other agencies; and defendant's family, friends, potential witnesses, and interpreters. Under the direction of the Mentor, the Mentee may participate in hearings and trials.

- d. The Mentee shall serve in the training capacity for the duration of time that it takes to meet the minimum requirements. The Mentee must attend three (3) Third Thursday meetings offered by the Federal Defender Services of Idaho, the Western All-Star Conference & Confabulation offered by the Federal Defender Services of Idaho, and complete a training program on federal court procedures, covering initial appearances, sentencing guidelines, pre-trial motion practice, sentencing procedures including probation interviews, objections to initial PSR's and sentencing memoranda, and perfecting appeals. Documentation of completion in the form of a letter from the Mentor or Mentee will be submitted to the CJA Resource Counsel and included in the CJA Panel Application. A Mentee may seek addition to the CJA Panel at any time the requirements have been met. In accordance with the CJA Plan, the CJA Panel Committee may elect to add a Mentee to the CJA Panel prior to the application period if the panel determines a need for additional attorneys on the CJA Panel.

IV. PAYMENT

- a. Both the Mentor and Mentee will submit their billings through the eVoucher automated payment process. The Mentor shall receive the current CJA hourly rate; the Mentee shall receive a rate determined by the Court but no less than \$125 per hour.
- b. The only expenses allowed to be incurred by the Mentee are travel related expenses, such as mileage and parking. Any other expenses, such as costs associated with experts (including interpreters), investigators, reproduction of transcripts/briefs, computer-assisted legal research, filing fees, etc., shall not be reimbursable to the Mentee. Rather, it is the responsibility of the Mentor to bear these expenses and seek reimbursement when appropriate, as described in the pertinent portions of the Guide to Judiciary Policy (see Volume 7, Part A – Guidelines for Administering the CJA and Related Statutes, Chapter 2: Appointment and Payment of Counsel).