

INDIGENT DEFENSE CONTRACT SERVICES

Attorney: _____

Attorney Code: _____

County: _____ Month: _____ Year _____

***LEGAL REPRESENTATION – APPOINTMENTS IN THE ABOVE MONTH:**

Number of case appointments received in the month.

Cases should include all case appointments pursuant to the case definitions provided below. Counsel should not include post-indictment appointments when counsel was previously appointed in the case(s) at the District Court level unless the indictment contains new charges unrelated to the original District Court charges. Counsel should then only count the new, additional, charge(s)

***THE BREAKDOWN FOR THE APPOINTED CASES LISTED ABOVE:**

FA	TPR	JU - DEPENDENCY - MOTHER/FATHER
FB	JU - GAL	CHILD SUPPORT CONTEMPT
FC	JU - DELINQUENCY	OT (Misdemeanor, TR, PV)
FD	APPEALS	OTHER

***LEGAL REPRESENTATION IN CASES CLOSED IN THE ABOVE MONTH:**

Number of cases closed in the above month.

Total Hours (provided in all indigent defense contract cases for the month)

Criminal Cases – For purposes of statistical reporting, a case shall include all related charges from a single incident or transaction. Counsel should report the related charges as one case under the most serious charge. Cases involving different victims should be counted separately unless the charges will proceed under one sentencing event pursuant to the Presumptive Sentencing Guidelines. Even if cases proceed under one sentencing event, whether pursuant to the presumptive sentencing standards or not, counsel may elect to count those cases separately, if based on a review of relevant factors (i.e., differing offense dates, differing investigations, applicability of certain defenses, etc.), counsel determines the matters will necessitate disparate preparation.

Juvenile Cases – For purposes of statistical reporting, juvenile court matters with separate point designators should be counted separately. If cases with differing point designators involve delinquency charges arising from the same incident or transaction, the cases should be counted as one case under the most serious allegation. Similarly, if the delinquency charges involve a series of actions that will be dealt with under one settlement (i.e., Fraudulent Use of a Credit Card or Unlawful Breaking and Entering a Vehicle), the matters should be counted as one case unless based on counsel’s review of relevant facts (i.e., differing offense dates, differing investigation, applicability of certain defenses, etc.), counsel determines the matters will necessitate disparate preparation. If the juvenile cases involved dependency actions of multiple siblings, or TPRs involving multiple siblings, the cases should generally be counted separately unless after review and evaluation by counsel, counsel believes the factual investigation and necessary work will be substantially duplicative.

I certify that the above information is true and correct. I further certify that I have records supporting the above information and that I will retain these records as required by contract and/or by applicable law(s) and rules(s).

Date

/s/
Attorney Signature