United States Courts
Southern District of Texas
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December 7, 2005

MEMORANDUM TO: CLERKS, UNITED STATES DISTRICT COURTS

SUBJECT: Training Programs for CJA Panel Attorneys **(ACTION REQUESTED)**

The Administrative Office of the U.S. Courts, Office of Defender Services Training Branch is pleased to offer training programs to members of your Criminal Justice Act (CJA) panel. The events are described on Attachment 1 and are offered free of charge. A registration form is also attached. CJA panel attorneys can also register on the training page of www.fd.org. Participating CJA panel members will be responsible for their travel expenses related to the programs.

We would appreciate if you would post the attached descriptions and registration form for these conferences on a bulletin board, website or other location accessible to members of your CJA panel, or communicate the information by e-mail or some other method. If you have any questions, please contact Andrea Taylor, Assistant Chief of the Training Branch, at (202) 502-2908. Thank you in advance for your prompt attention to this matter.

Robert Burke
Chief, Training Branch
Office of Defender Services

2 Attachments

Attachment 1

Criminal Justice Act Panel Attorney Training Programs for FY 2006

Winning Strategies Series
Miami Beach, FL - February 9-11, 2006
San Diego, CA - June 8-10, 2006

The Winning Strategies seminars will present a varied program offering topics of interest to both experienced and new panel attorneys in both large and small group settings. Areas presented will focus on the nuts and bolts of federal criminal practice including the sentencing guidelines, sentencing mitigation and the impact of cases such as Booker and Crawford. Fourth, Fifth and Sixth Amendment issues will be covered, along with sessions on preparing effective opening statements, closing arguments and cross examinations, defending methamphetamine and gang cases and attacking wiretap evidence. In addition, the seminars will offer an introduction to the use of technology in the courtroom and an explanation of CJA guidelines and procedures.

Sentencing Advocacy Workshop
Miami Beach, FL
March 2-4, 2006

The Sentencing Advocacy Workshop focuses on an often neglected, yet extremely important area of practice. Since approximately 95% of federal criminal cases proceed to the sentencing phase, and the recent developments in federal sentencing law have resulted in a new sentencing landscape, participation in the Sentencing Advocacy Workshop should not be missed. The program presents a comprehensive approach to sentencing advocacy. Participants will learn a process for the development of a persuasive, fact-based sentencing theory, and the advocacy skills necessary to advance that theory in writing and during sentencing hearings. Among other subjects, presentations and demonstrations will address changes in federal sentencing law, judging at sentencing, use of a sentencing specialist, storytelling, and persuasive writing. The workshop consists of plenary sessions and small group breakout sessions. In the small group breakout sessions, participants will use a case of their own to brainstorm facts, develop a theory and theme, tell a story, and persuasively write a portion of their downward departure motion or sentencing memo.

Attachment 1

Law and Technology Workshops
Boston, MA - April 20-22, 2006
Chicago, IL - July 27-29, 2006

The Law and Technology Workshop focuses on the use of courtroom technology to advance the persuasiveness of witness examination and argument skills. Participants will enhance their cross examination, direct examination, and closing argument skills by applying courtroom technology, such as Trial Director and Power Point. Since many federal courtrooms are now "wired" with the latest computer technology, and this technology has proven to be persuasive and effective, participation in the Law and Technology Workshop is particularly timely. Faculty will conduct presentations and demonstrations on evidentiary issues associated with using technology, using Power Point and Trial Director in the courtroom, cross and direct examination, closing argument, among other topics. There will also be small group breakout sessions in which participants will apply the skills presented in the plenary sessions to the facts of the mock case with which they will be provided. Each participant will practice cross examination, direct examination, and closing argument using the Trial Director and Power Point technology.

Complex Litigation Seminar
Atlanta, GA
September 7-9, 2006

Addressing the important issues facing panel attorneys who handle the most difficult and time consuming cases, the Complex Litigation Seminar will include presentations on handling voluminous discovery, joint defense agreements, defense in gang cases, wire taps, CCE and RICO cases. Sessions discussing funding the defense of the cases and the use of technology to provide a more effective defense will also be presented along with opportunities for more in depth discussion in small group settings.

REGISTRATION FORM

Enrollment in these Criminal Justice Act (CJA) seminars and workshops is limited to panel attorneys who accept court appointments to federal criminal cases. Tuition and program materials will be provided free of charge. **Attendees will bear all expenses for their travel, hotel accommodations, meals and other incidentals.** Registrations should be received at least 45 days prior to the date of the requested seminar/workshop. Registrants will be sent a confirmation letter with hotel and travel information. Registration for only one "Winning Strategies" seminar and Law and Technology workshop is allowed.

(NOTE: PLEASE DO NOT MAKE AIRLINE RESERVATIONS BEFORE RECEIVING A SEMINAR/WORKSHOP CONFIRMATION LETTER)

To register, complete the following form and mail or fax it to Office of Defender Services Training Branch, Administrative Office of the U.S. Courts, One Columbus Circle, N.E., Suite G-430, Washington, D.C. 20544 or fax to (202) 502-2911. For further information, call (800) 788-9908.

I wish to attend the following seminar(s)/workshop(s) (check box[es]):

"WINNING STRATEGIES" REGIONAL SEMINARS:

❒ Miami Beach, FL ➡ February 9-11, 2006 ❒ San Diego, CA ➡ June 8-10, 2006

COMPLEX LITIGATION SEMINAR:

❒ Atlanta, GA ➡ September 7-9, 2006

WORKSHOPS:

❒ SENTENCING ADVOCACY WORKSHOP ➡ Miami Beach, FL - March 2-4, 2006

LAW AND TECHNOLOGY WORKSHOPS
❒ Boston, MA - April 20-22, 2006
❒ Chicago, IL - July 27-29, 2006

(Please Print or Type)

Name: _____

Address: _____

City, State, Zip Code: _____

Telephone: _____ Facsimile: _____

E-Mail Address: _____

State Bar Number(s): _____

District(s) in which you practice: _____

Number of CJA cases in past 5 years: _____

APPLICATION FOR CLE CREDIT WILL BE MADE BEFORE EACH PROGRAM