



**COURT OF COMMON PLEAS  
JUVENILE COURT DIVISION  
COUNTY OF CUYAHOGA  
9300 QUINCY AVENUE  
CLEVELAND, OHIO 44106  
(216) 443-8400  
OHIO RELAY SERVICE 711**

## Application to Serve as Assigned Counsel

### INSTRUCTIONS

Complete and submit pages one and two in their entirety, checking the box for each case type for which you are available, interested, and qualified to serve as assigned counsel. For each delinquency case type, there are optional worksheets at the end of this application to help you determine whether you meet the qualifications contained in O.A.C. § 120-1-10. You may be required, upon request, to submit your CLE transcripts or documentation demonstrating that you meet these qualifications.

### YOUR INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Ext. \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

Preferred Method of Contact for Prospective Assignments:     Email             Phone

Attorney Reg. Number: \_\_\_\_\_ Admitted to Ohio Bar: \_\_\_\_\_

Currently on Court GAL List    GAL Training Completed: \_\_\_\_\_

### CASE TYPES

I am available, interested, and qualified to serve as assigned counsel in the following case type(s):

Delinquency Cases without a Bindover Motion or Serious Youthful Offender (SYO) Proceeding:

- Unruly, Truancy, Violation of Court Order (VCO), and Misdemeanors
- Misdemeanor OVI
- 3rd, 4th, and 5th Degree Felonies
- 1st and 2nd Degree Felonies
- Murder and Aggravated Murder

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Delinquency Cases with a Bindover Motion and/or SYO Proceeding:

- 4th and 5th Degree Felonies
- 3rd Degree Felonies
- 1st and 2nd Degree Felonies
- Murder and Aggravated Murder

Non-Delinquency Cases:

- Abuse, Dependency, Neglect
- Motions to Show Cause
- Civil Protection Orders

Are there any situations or case sub-types for which you do not wish to be appointed? If yes, please describe:

**CERTIFICATION**

I hereby certify that the facts set forth above are true to the best of my knowledge.

\_\_\_\_\_  
Attorney Electronic Signature

\_\_\_\_\_  
Date

<b>(OFFICE USE ONLY)</b> <b>ATTORNEY APPROVED FOR:</b>	
<input type="checkbox"/> A/D/N	
<input type="checkbox"/> Motions to Show Cause	
<input type="checkbox"/> Civil Protection Orders	
<u>Non-Bindover/SYO</u>	
<input type="checkbox"/> UN, Truancy, VCO, M1-MM	_____
<input type="checkbox"/> Misdemeanor OVI	Legal Division
<input type="checkbox"/> F3, F4, F5	
<input type="checkbox"/> F1, F2	
<input type="checkbox"/> Agg. Murder, Murder	
<u>Bindover/SYO</u>	
<input type="checkbox"/> F4, F5	
<input type="checkbox"/> F3	
<input type="checkbox"/> F1, F2	
<input type="checkbox"/> Agg. Murder, Murder	
	_____
	Date Approved

## OPTIONAL DELINQUENCY QUALIFICATION WORKSHEETS

The following sections are provided as a convenience to assist you in determining whether you meet the minimum qualifications established in O.A.C. § 120-1-10 for appointment to various levels of delinquency cases. You are **not** required to submit these sections with your application.

### Cases without a Bindover Motion or Serious Youthful Offender (SYO) Proceeding

#### Unruly, Truancy, Violation of Court Order (VCO), and Misdemeanors

- You must meet ONE of the following to qualify:
  - Within two years prior to appointment, a minimum six hours of CLE in juvenile delinquency practice and procedure.
  - Successful completion of a clinical education program on juvenile law.
  - One year of experience as an attorney.

#### Misdemeanor OVI

- You must have, within two years prior to appointment, a minimum six hours of CLE focused on OVI practice and procedure.

#### 3rd, 4th, and 5th Degree Felonies

- You must meet ALL of the following to qualify:
  - Within two years prior to appointment, the following CLE requirements:
    - Minimum six hours in juvenile delinquency practice and procedure.
    - Additional minimum six hours in criminal and/or juvenile delinquency practice and procedure.
  - At least one year of experience as an attorney practicing in juvenile delinquency law.

#### 1st and 2nd Degree Felonies

- You must meet ALL of the following to qualify:
  - Within two years prior to appointment, the following CLE requirements:
    - Minimum six hours in juvenile delinquency practice and procedure.

- Additional minimum six hours in criminal and/or juvenile delinquency practice and procedure.
- At least two years of experience as an attorney practicing in juvenile delinquency law.
- You must also meet ONE of the following to qualify:
  - Within ten years prior to appointment, experience as lead trial counsel in at least two bench trials in juvenile court, at least one of which involved a felony-level charge.
  - Within ten years prior to appointment, experience as lead counsel in one felony bench trial and co-counsel in two additional bench trials.

### **Murder and Aggravated Murder**

- You must meet ALL of the following to qualify:
  - Within two years prior to appointment, the following CLE requirements:
    - Minimum six hours in juvenile delinquency practice and procedure.
    - Additional minimum six hours in criminal and/or juvenile delinquency practice and procedure.
  - At least three years of experience as an attorney practicing in juvenile delinquency law.
- You must also meet ONE of the following to qualify:
  - Within ten years prior to appointment, experience as lead trial counsel in at least four bench trials in juvenile court, at least three of which involved a felony-level charge.
  - Within ten years prior to appointment, experience as lead counsel in three bench trials, two of which involved a felony-level charge, and co-counsel in three additional bench trials.

## **Cases with a Bindover Motion or Serious Youthful Offender (SYO) Proceeding**

### **4th and 5th Degree Felonies with Bindover and/or SYO**

- You must meet ALL of the following to qualify:
  - The above juvenile requirements for 4th and 5th degree felonies (without a bindover motion or SYO proceeding).
  - Within two years prior to appointment, a minimum twelve hours of CLE in criminal practice and

procedure.

- At least one year of experience in criminal law.

### **3rd Degree Felonies with Bindover and/or SYO**

- You must meet ALL of the following to qualify:

- The above juvenile requirements for 3rd degree felonies (without a bindover motion or SYO proceeding).
- Within two years prior to appointment, a minimum twelve hours of CLE in criminal practice and procedure.
- At least one year of experience in criminal law.

- You must also meet ONE of the following to qualify:

- Within six years prior to appointment, experience as lead trial counsel in at least one criminal jury trial.
- Within six years prior to appointment, experience as co-counsel in at least two jury trials.

### **1st and 2nd Degree Felonies with Bindover and/or SYO**

- You must meet ALL of the following to qualify:

- The above juvenile requirements for 1st and 2nd degree felonies (without a bindover motion or SYO proceeding).
- Within two years prior to appointment, a minimum twelve hours of CLE in criminal practice and procedure.
- At least three years of experience in criminal law.

- You must also meet ONE of the following to qualify:

- Within ten years prior to appointment, experience as lead trial counsel in two criminal jury trials, at least one of which involved felony charges.
- Within ten years prior to appointment, experience as lead trial counsel in one felony jury trial and co-counsel in two additional jury trials.

### **Murder and Aggravated Murder with Bindover and/or SYO**

- You must meet ALL of the following to qualify:

- The above juvenile requirements for murder and aggravated murder (without a bindover motion or

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SYO proceeding).

Within two years prior to appointment, a minimum twelve hours of CLE in criminal practice and procedure.

At least five years of experience in criminal law.

You must also meet ONE of the following to qualify:

Within ten years prior to appointment, experience as lead trial counsel in five felony jury trials, at least three of which involved felony charges of the 1st or 2nd degree.

Within ten years prior to appointment, experience as lead counsel in three jury trials, at least one of which involved a 3rd degree felony, and as co-counsel in five additional jury trials, at least three of which were 1st or 2nd degree felonies.

**Note:** Effective December 14, 2022, where an attorney within ten years prior to the appointment successfully completed a trial training program, consisting of 30 hours of instruction or more, the training program will satisfy any requirement in OAC 120-1-10 to serve as: lead counsel in one criminal jury trial and lead counsel in one delinquency bench trial