

# CJA Newsletter

United States District Court, District of New Mexico

Clerk's Office

## IMPLEMENTATION OF INCREASES UNDER THE CRIMINAL JUSTICE ACT OF PANEL ATTORNEY HOURLY RATES AND CASE COMPENSATION MAXIMUMS

The Judiciary's Defender Services account received sufficient fiscal year 2017 funding in the "Consolidated Appropriations Act of 2017" to increase the Criminal Justice Act (CJA) panel attorney hourly rates from \$129 to \$132 for non-capital work and from \$183 to \$185 for capital work performed on or after May 5, 2017. The rise in the non-capital hourly rate to \$132 results in increases to the waivable panel attorney case compensation maximum amounts for non-capital representations of \$10,000, \$7,200, and \$2,100, excluding expenses, to \$10,300, \$7,300, and \$2,200, respectively. The panel attorney case compensation maximum amount of \$2,900 remains the same 

### Attention: New features for eVoucher v5.0!

#### Audit Assist

The audit assist feature allows for voucher analysis using the audit assist button that now displays at the bottom of all document tabs.

#### Online Help

See a range of topics available through the help menu in eVoucher.

#### Authorization Deactivation

Closed authorizations can now be designated as "Deactivated" to prevent them from being used for CJA-21 and CJA-31 vouchers.

#### Contact Info & Important Links

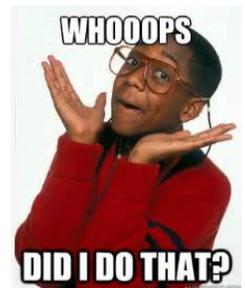
- ❖ [US District Court, District of New Mexico website](#)
- ❖ [CJA Attorney Manual](#)
- ❖ [National CJA Voucher reference tool](#)
- ❖ **NEW** [updated website FAQs](#)

#### Financial Services:

Phone: (505) 348-2145  
Email: [financial@nmcourt.fed.us](mailto:financial@nmcourt.fed.us)

### Mistake of the Month

Not attaching an order authorizing interim billing on an interim voucher



## Do's and Don'ts

### DETAILED TASK DESCRIPTIONS

#### Do this...

Date	Service	Time	Description
2/5/15	Travel Time	1.0	Traveled by private car to locate and meet with two possible eye-witnesses (W1 and W2) in Grove, OK (includes travel to and within Grove to two separate residences)
2/5/15	Interviews and Conferences	1.6	Interviewed two possible eye-witnesses (W1 and W2) in Grove, OK, at their separate residences
2/8/15	Obtain/Review Rclds	1.5	Reviewed 200 pages of wiretap transcripts (Bates Nos. 220-420)
2/17/15	Legal Research	5.2	Researched whether the search of client's car without a warrant was unlawful; drafted motion to suppress (Dkt. No. 112)

#### Not this...

Date	Service	Time	Description
2/5/15	Travel Time	1.0	Travel to Grove, OK
2/5/15	Interviews and Conferences	1.6	Witness interviews
2/8/15	Obtain/Review Rclds	1.5	Reviewed new discovery
2/17/15	Legal Research	5.2	Legal research and writing



## Creating Budget reports in eVoucher

### Example Entry for Defendant Detail Budget report

Reports can be accessed via the left panel in eVoucher when viewing your voucher

#### Counsel Budget:

Shows your CJA-26 approval and all CJA-20 vouchers applied against the approval.

Counsel Budget Defendant: Misc Defendant											
Type of Representation:		Criminal Case									
Budget Amount Requested:		\$0.00									
Budget Amount Approved:		\$10,000.00									
Time Period For Voucher	Voucher Number	Pending			Approved			Amount Remaining			
		Fees	Expenses		Total	Fees	Expenses		After Approved	After Approved And Pending	
			Travel	Other			Travel	Other			
Attorney: Misc Attorney (Appointing Counsel) Active											
08/03/2016 to 09/21/2016	1084.XXXXXXX	\$0.00	\$0.00	\$0.00	\$0.00	\$567.60	\$0.00	\$0.00	\$567.60	\$9,432.40	\$9,432.40
	Subtotals:	\$0.00	\$0.00	\$0.00		\$567.60	\$0.00	\$0.00			
		Total Pending:			\$0.00	Total Approved:			\$567.60	\$9,432.40	\$9,432.40

#### Expenses:

As expenses are not included as part of the Budget, these do not reduce the "Amount Remaining" balance.

#### Expert and Other Services Budget:

If an Auth is submitted, each will be listed separately and show any vouchers applied to the Auth.

Expert and Other Services Budget - Not Requiring Authorization Defendant: Misc Defendant											
Time Period For Voucher	Document Number	Pending			Approved			Amount Remaining			
		Fees	Expenses		Total	Fees	Expenses		After Approved	After Approved And Pending	
			Travel	Other			Travel	Other			
Expert Services for Attorney: Misc Attorney Approved Amount: \$800.00											
Vendor: Misc Service Provider											
08/03/2016 To 09/21/2016	1084.XXXXXXX	\$0.00	\$0.00	\$0.00	\$0.00	\$399.00	\$303.48	\$0.00	\$702.48	\$401.00	\$401.00
	Subtotals:	\$0.00	\$0.00	\$0.00		\$399.00	\$303.48	\$0.00			
		Total Pending:			\$0.00	Provider Total:			\$702.48	\$401.00	\$401.00
		Total Pending:			\$0.00	Total Approved:			\$702.48	\$401.00	\$401.00

Grand Totals for the Representation Defendant: Misc Defendant											
NOTE: The Grand Totals include Counsel CJA20 or CJA30 vouchers as well as vouchers for Expert or Services on CJA21 or CJA31. They represent the total submitted expenditures for this representation. *Does not include Travel Auth	Pending			Approved			Combined Total				
	Fees	Expenses		Total	Fees	Expenses		Approved and Pending			
		Travel	Other			Travel	Other	Fees	Fees and Expenses		
		\$0.00	\$0.00	\$0.00	\$0.00	\$966.60	\$303.48	\$0.00	\$1,270.08	\$966.60	\$1,270.08

## Frequently Asked Questions

- Q.** How does an attorney make a correction to a CJA 20 or CJA21 that has already been submitted?
- A.** Once a voucher has been submitted to the Court, you have "read only" access. You must email Financial Services to request the voucher be rejected back to you for editing.
- Q.** Why can't I edit a CJA 21/31 that has been rejected back to me?
- A.** To edit a CJA21/31 voucher, the attorney must navigate to the confirmation page of the rejected voucher, and reject the voucher again (This is the equivalent of the attorney sending the voucher back to the service provider for them to edit). Once rejected, the attorney will be able to make any necessary revisions to the voucher on behalf of the service provider.
- Q.** I submitted a voucher, but it has reappeared in "My Active Vouchers" highlighted yellow - what does that mean?
- A.** This means that the voucher has been rejected by Financial Services staff. Counsel will receive an auto-generated email with an explanation. The reason for rejection can also be found in the "Notes" section of the Confirmation page.