



Second Administrative Judicial Region of Texas

Robert H. Trapp
Presiding Judge

Tracy Conroy
Executive Assistant
Tracy.conroy@mctx.org

June 1, 2023

Dear Attorney:

THIS IS ONLY FOR THOSE WHO ARE CURRENTLY ON THE CAPITAL LIST.

There has been a change to our procedures. Please **READ CAREFULLY**. The Committee for Qualified Counsel in Death Penalty Cases has approved the enclosed Application to be Maintained on the List of Attorneys Qualified for Appointment in Death Penalty Cases in the Second Administrative Judicial Region of Texas. This is only if you wish to maintain your current status. If you wish to add a category, you must complete a new application for that category.

The new application must be **notarized** and must include CLE that clearly indicates **20 hours of Death Penalty CLE**.

Please complete the application and the Attorney Contact Information Form (if there is a change to your contact information).

You should report your CLE hours by printing the **Transcript Report** from the Texas Bar webpage (View/Report MCLE hours then View Transcript Report and use **date range for previous 2 years** from the date application is signed.) Please specify the CLE hours relating to death penalty by **PLACING A CHECK MARK** next to the applicable hours. A highlighter should **NOT** be used as it may not show up on copies or scans. If THE COURSE name does not specify **Capital or Death Penalty**, **YOU MUST indicate how many hours of that specific course applied directly to Death Penalty cases. All self-study needs to be explained as to what it was and how it applies to death penalty cases.**

Sincerely,

/s/ Robert H. Trapp



Second Administrative Judicial Region of Texas

APPLICATION TO BE MAINTAINED ON LIST OF ATTORNEYS QUALIFIED FOR APPOINTMENT IN DEATH PENALTY CASES

I, _____, State Bar Card Number _____, request that the Local Selection Committee maintain my name on the list of attorneys qualified for appointment as:

Appellate counsel 1st chair counsel¹ 2nd chair only in capital murder cases

Therefore, in compliance with the provisions of Article 26.052, Texas Code of Criminal Procedure, I swear or affirm that I meet the following standards promulgated by the Local Selection Committee :

1. I am a member in good standing of the State Bar of Texas.
2. I remain qualified for appointment in death penalty cases pursuant to the Standards for Qualification of Attorneys for Appointment Death Penalty Cases, as adopted and revised by the Local Selection Committee for the 2nd Administrative Judicial Region of Texas.
3. I have not been found by a federal or state court to have rendered ineffective assistance of counsel during the trial or appeal of any criminal case nor have I filed documents admitting that I have rendered ineffective assistance of counsel in any criminal case.

 I request a waiver of the requirement and have attached documentation in support of the request.
4. I have participated in continuing legal education courses or other training relating to criminal defense in death penalty cases approved by the Presiding Judge for MCLE for at least twenty hours (of which no more than five hours may be self-study) within the previous two years¹ [**Attach proof of CLE, specifying which portions of the CLE course(s) relate to criminal defense in death penalty cases and the number of CLE hours for those portions of the CLE course(s) and include description of any self-study course**].

¹Attorneys placed on the list of attorneys qualified for appointment as 1st chair counsel will also be placed on the list of attorneys qualified for appointment as second chair.

² Determination of whether an attorney has satisfied the CLE requirements of the Local Selection Committee shall include whether the attorney has, in the past year from the date of application to be Qualified Counsel, satisfied the minimum CLE requirements promulgated by the State Bar of Texas, including three hours of Legal Ethics. See Texas Code of Criminal Procedure Art. 26.052(d)(5) and State Bar Rules Article XII, Section 6(B).

I certify that the above representations are true and correct and I make these representations in order to gain approval by the Presiding Judge of the 2nd Administrative Judicial Region of Texas to remain qualified for appointment as counsel in capital murder cases.

Signature of Affiant

Mailing Address

City/State/Zip

Office Telephone Number

Fax number

Email address

SWORN TO and subscribed to before me this ____ day of _____, 20____.

Notary Public in and for the State of Texas

**Note: This appointment will expire on August 1, 2024
(Each applicant will be required to re-apply annually on or before June 30th)**

***APPROVAL BY THE PRESIDING JUDGE
OF THE SECOND ADMINISTRATIVE JUDICIAL REGION OF TEXAS***

Having reviewed the application of _____, attorney at law, Texas Bar License Number _____, is hereby approved for appointment in this judicial region as indicated below, and the District Clerk of each county is hereby ordered to add the name of said counsel to the list of approved counsel for appointment in death penalty cases pursuant to Article 26.052 of the Texas Code of Criminal Procedure:

Counsel is approved for appointment as:

Appellate Counsel First Chair Counsel Second Chair Counsel

*Honorable Robert H. Trapp Presiding Judge
Second Administrative Judicial Region of Texas*

Date