

## **Instructions for MCPDS Application for Operating Under the Influence and Domestic Violence Assignments:**

1. Before beginning this application, review the applicable eligibility requirements outlined in [Chapter 3 of the Commission rules](#).
2. Applications must be typed and submitted using the fillable PDF document provided. Handwritten applications will NOT be considered.
3. Carefully read and complete *all* required fields. Incomplete applications will NOT be considered.
4. You must submit proof of completion of the CLE requirement with this application. Applications without the proof of completion will NOT be considered.
5. If you are requesting a waiver your references listed in (D) must submit their letters directly to the Executive Director at [PDS@Maine.gov](mailto:PDS@Maine.gov). Your application will NOT be considered until all three letters are received by MCPDS.
6. Please submit your completed application and proof of CLE completion to the Executive Director at [PDS@Maine.gov](mailto:PDS@Maine.gov).

**MAINE COMMISSION ON PUBLIC DEFENSE SERVICES**

*Applications for OUI & Domestic Violence Specialized Case Types*

Applicant Name: \_\_\_\_\_ Bar Number: \_\_\_\_\_

Please check the case type(s) you are applying for:

\_\_\_\_ Domestic Violence                      \_\_\_\_ Operating Under the Influence

**Operating Under the Influence**

A. Do you have at least one year of criminal defense practice experience?

Yes            No

If your answer to (A) is no, please provide information on the last page of this application explaining the need for a waiver and your experience and qualifications to provide representation for individuals charged with OUI.

B. Have you tried before a jury, individually or as co counsel at least two criminal cases within the last ten years?

Yes            No      How many? \_\_\_\_\_

C. Have you conducted at least two contested hearings within the last ten years?

Yes            No      How many? \_\_\_\_\_

If your answer to any part of questions (B) or (C) is no, please provide information on the last page of this application explaining the need for a waiver and your experience and qualifications to provide representation for individuals charged with OUI.

D. In the past three years have you earned at least 4 hours of CLE credit on topics relevant to OUI defense?

Yes            No

E. Please outline your reasons for interest in and qualifications for representing individuals charged with OUI .

## **Domestic Violence**

A. Do you have at least one year of criminal law experience?

Yes          No

If your answer to (A) is no, please provide information on the last page of this application explaining the need for a waiver and your experience and qualifications to provide representation for individuals charged with domestic violence offenses.

B. Have you tried before a jury, individually or as co-counsel at least two criminal cases within the last ten years?

Yes          No          How many? \_\_\_\_\_

C. Have you conducted at least two contested hearings within the last ten years?

Yes          No          How many? \_\_\_\_\_

If your answer to any part of questions (B) or (C) is no, please provide information on the last page of this application explaining the need for a waiver and your experience and qualifications to provide representation for individuals charged with domestic violence offenses despite your lack of the required litigation experience.

D. In the past three years have you earned at least 4 hours of CLE credit on topics relevant to domestic violence defense which included training on the collateral consequences of such convictions?

Yes          No

E. Please outline your reasons for interest in and qualifications for representing individuals charged with a domestic violence crime (attach additional sheets if necessary).

**WAIVER**

**Statement of reasons for waiver request** (may attach additional sheets if necessary). Please note the case type(s) and question(s) you are responding to.

If the applicant seeks a waiver, the applicant shall submit three letters of reference from attorneys, at least one of whom does not work within the same firm as applicant, asserting that the applicant is qualified to provide representation in appeal cases. The letters of reference must be submitted directly to the Executive Director by the authors. Applicants may alternatively submit the names and contact information for five attorneys willing to provide references if contacted by PDS staff directly. At least two of these references must be attorneys who do not work within the same firm as the applicant.

I Certify that I have read, understand, and agree to comply with all Commission Rules and Standards of Practice.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date