



COMPLETE AND E-SIGN BY AUGUST 30, 2024

PUBLIC DEFENSE IMPROVEMENT FUNDS CHAPTER RCW 10.101 APPLICATION: 2024

OPD OFFICE USE ONLY

Review Complete: _____
Amount Awarded: _____
Grant Number: _____
Payment Complete: _____

Contact Information

COUNTY:

PRIMARY CONTACT

SECONDARY CONTACT

Name:

Name:

Job Title:

Job Title:

Email:

Email:

Phone:

Phone:

AGENCY NAME:

Mailing Address Line 1:

Mailing Address Line 2:

City:

State: Washington Zip Code:

Statewide Vendor Number (SWV):

-

What is this?: <https://ofm.wa.gov/it-systems/accounting-systems/statewide-vendorpayee-services>

Throughout this application, you will be prompted to attach required supporting documentation. Please note: Printing and filling out the form by hand will remove the ability to attach documents within the application's PDF functionality. If you require assistance navigating or completing this application in digital PDF form, please contact:

Sarah D. Lawson - *Administrative Assistant, Office of Public Defense Improvement Program*
(360) 890-1235 || Sarah.Lawson@opd.wa.gov

For efficiency during your county's application review, please have to following documentation prepared and named with the corresponding filename conventions:

- County's Public Defense Standards (1.01b) **[REQUIRED]**
- Case-weighting policy (2.01a)*
- Organizational Chart of County's Public Defense Agency (2.04)*
- Indigency Screening Forms (4.01b) **[REQUIRED]**
- LFO, Payment Schedule, Fee Scales, etc. (4.02d)*
- Monthly or Quarterly Attorney Activity Report Form (5.18)*
- 2nd Quarter 2024 Certifications (5.21b) **[REQUIRED]**
- Attorney Performance Evaluation Policy or Criteria (5.22)*
- Complaint Policy and Procedure forms, etc. (5.29) **[REQUIRED]**
- Currently effective public defense contracts (7.01) **[REQUIRED]**

** If applicable or available*

I understand and have prepared the aforementioned naming convention requirements.

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Section I: 2023 County Public Defense Expenditures

1.01 a. When did your county last update its public defense standards ordinance?

(As required by [RCW 10.101.030](#))

b. Attach your current local standards:

File-naming convention *requirement*:

Attached

1.02 In 2023, the total costs for county indigent defense services were as follows:

A. SUPERIOR COURT		
i.	Adult Felony: To be included in this category: Fugitive complaints; special inquiry proceedings; material witness proceedings; coroner inquest proceedings; hearings or proceedings on remand from appellate courts; personal restraint petitions; and habeas petition hearings in Superior Court where counsel is appointed.	\$
ii.	Juvenile Offender:	\$
iii.	Juvenile Dependency and Termination of Parental Rights – Representation of Children:	\$
iv.	Becca, Truancy, At-Risk-Youth, CHINS:	\$
v.	ITA and Civil Commitments – Mental Health/Alcohol:	\$
vi.	Other costs: Specify items included in Other:	\$
Total Superior Court expenditure (sum of i through vi above):		\$ (A)
B. DISTRICT COURT		
vii.	Adult Misdemeanor/Gross Misdemeanor, RALJs Appeals:	\$
viii.	Other costs: Specify items included in Other:	\$
Total District Court expenditure (sum of vii through viii above):		\$ (B)
C. GENERAL INDIGENT DEFENSE FUNDS: For jurisdictions that report in multiple sub-categories, include costs not otherwise provided for by the case types listed above, such as civil contempt proceedings in child support, paternity actions and runaway dependent children. If applicable, include other expenses not already included above, such as overhead or central services.		\$ (C)
Provide a brief description of the expenditure items included in the “General Indigent Defense” category:		
D. COUNTY’S TOTAL INDIGENT EXPENDITURES FOR 2023 (sum of A+B+C)		\$

1.03	Approximately how much was spent on the following public defense services in 2023?		
	a. Investigation:	Unknown	\$
	b. Experts:	Unknown	\$
	c. Social workers/social services/mitigation experts:	Unknown	\$
	d. Interpreter services for attorney-client meetings:	Unknown	\$

1.04	a. Does the county provide public defense services for any cities?	Yes	No
	b. If yes, does the above amount include expenses for defense in municipal cases? If yes, how much?	Yes \$	N/A
	c. List all cities, if applicable, for which your county provides public defense services:		

Section II: 2023 Case Assignments

2.01 Some counties implement a case-weighting policy, as allowed for in Standard 3 of the Standards adopted by the WSBA and the Washington State Supreme Court ([CrR 3.1](#), [CrRLJ 3.1](#), [JuCR 9.2](#))

a. If this county uses a case-weighting policy, attach your policy here:

File-naming convention *example*:

N/A

*Not
Required*

b. What is this county's method for counting probation violations and other post-sentencing cases?

Accounted for in the attached Case-Weighting Policy

Other:

2.02 Does your county have a county government public defense agency or contract with a non-profit organization to provide primary public defense services? Yes No

If Yes, complete tables A,B, and C below.

If No, complete only table B.

2.02 Report your county's public defender agency (government or non-profit) attorney case assignments below.
This data must indicate the actual number of cases, not case weights or payment points.

A. AGENCY ATTORNEY CASES ASSIGNED		a. Number of cases assigned to all agency attorneys	b. Number of probation violation/post-sentencing cases assigned	c. Total full number of FTE agency attorneys	d. Average caseload per attorney
Superior Court	i. Adult Felony				
	ii. Juvenile Offender				
	iii. Juvenile Dependency and Termination of Parental Rights – Representation of Children:				
	iv. Becca, Truancy, At-Risk-Youth, CHINS:				
	v. ITA and Civil Commitments – Mental Health/Alcohol:				
District Court	For the following district court data entered below, separate Municipal cases (vii) from total County cases (vi). If your county does not contract to handle Municipal cases in the district court, leave line vii blank and include in line vi.				
	vi. Adult Misdemeanor/Gross Misdemeanor (County)				
	vii. Adult Misdemeanor/Gross Misdemeanor (Municipal)				
	viii. RALJs Appeals:				
TOTALS					

2.02 Regarding private attorneys/firms who contract with your county or list-appointed attorneys, report those case assignments below.

This data must indicate the actual number of cases, not case weights or payment points.

B. PRIVATE ATTORNEYS/FIRMS CONTRACTED WITH COUNTY		a. Number of public defense cases assigned to all attorneys	b. Number of probation violations/post-sentencing cases assigned	c. Number of attorneys with public defense contracts (or on appointment list)
Superior Court	i. Adult Felony			
	ii. Juvenile Offender			
	iii. Juvenile Dependency and Termination of Parental Rights – Representation of Children:			
	iv. Becca, Truancy, At-Risk-Youth, CHINS:			
	v. ITA and Civil Commitments – Mental Health/Alcohol:			
District Court	For the following district court data entered below, separate Municipal cases (vii) from total County cases (vi). If your county does not contract to handle Municipal cases in the district court, include in line vi.			
	vi. Adult Misdemeanor/Gross Misdemeanor (County)			
	vii. Adult Misdemeanor/Gross Misdemeanor (Municipal)	Included above	Included above	Included above
	viii. RALJs Appeals:			
TOTALS				

**2.02 If you answered “YES” in 2.02, complete Table C below:
Report your county’s public defender agency (government or non-profit) staffing count below.**

C.	COUNTY OR NON-PROFIT PUBLIC DEFENSE AGENCY FTEs	a. Number of Full Time Equivalents	b. Vacancies
Job Category	i. Supervising Attorney		
	ii. Attorney		
	iii. Investigator		
	iv. Social Worker or Mitigation Expert		
	v. Attorney Assistant*		
	vi. Administrative Staff**		
	vii. Other:		
	vii. Other:		
vii. Other:			

**Attorney Assistant refers to employees who directly support attorneys in legal representation and client services. Examples include trial assistant, legal assistant, paralegal, and docket clerk staff.*

***Administrative Staff refers to employees who provide office services rather than direct attorney or client services. Examples include reception, information technology, human resources, and finance.*

2.03 Considering the data in the table(s) above,

a. Approximately what percentage of adult felonies and get appointed? %

b. Approximately what percentage of misdemeanors get appointed? %

2.04 If you answered “Yes” to 2.02, attach an organizational chart of the county or non-profit public defense agency, if applicable: N/A *Not Required*

File-naming convention *example*:

Section III: 2023 Grant Funds

3.01 The table below reflects common allowed uses of funds. ([WSBA Standards for Indigent Defense Services](#))

a. Select items from the table below indicating how 10.101 RCW Grant Funds will be applied to this county's Public Defense spending.

USE OF GRANT FUNDING:	2025
1. Creating or expanding a county or regional public defense agency	
2. Providing an attorney coordinator who oversees contracts with attorneys providing public defense	
3. Adding attorneys to reduce public defense caseloads	
4. Adding investigator services	
5. Adding expert services	
6. Increasing public defense attorney compensation	
7. Providing public defense services at preliminary appearance calendars	
8. Providing social work services or sentencing mitigation as part of public defense representation	
9. Providing interpreter services for attorney-client interviews and communications	
10. Reimbursement of training costs	
11. Investment in technological solutions (case management systems)	
12. Other: Examples of approved and prohibited uses of funds (WSBA Standards) If you select "Other," specify in the space below:	

Section IV: 2023 Court/County Information

4.01 a. Does your county charge indigency screening fees? ([RCW 10.101.010 – 020](#))

Superior Court:	Yes \$	No
District Court:	Yes \$	No
Juvenile Court:	Yes \$	No

b. Describe the county’s indigency screening procedure.
Attach any related screening policies: N/A
 File-naming convention *requirement:* *Attached*

SUPERIOR COURT:

DISTRICT COURT:

JUVENILE COURT:

4.02 If attorney costs are ordered or assessed, is there a standard recoupment amount or does it vary?

a.	Standard (approx. range)	Varies (approx. range)	Rarely	Never
SUPERIOR	\$	\$		
DISTRICT	\$	\$		
JUVENILE	\$	\$		

b. Are promissory notes regularly executed? Yes No
 Describe the process below:

c. Provide any information on how and when recoupment LFOs are imposed as well as the frequency of such impositions:

d. Attach any related documentation to c. above (including payment schedule and fee scales): N/A *Not Required*
 File-naming convention *example:* *Attached*

Section V: 2023 Washington State Bar Association Standards for Indigent Defense Services

RCW 10.101.060 requires each county that receives state funds to document to the Washington State Office of Public Defense that it is meeting the [WSBA Standards for Indigent Defense Services](#), or that state funds are being used to make “appreciable, demonstrable improvements in the delivery of public defense services.” The following questions address many of the provisions set forth in statute and the WSBA Standards for Indigent Defense Services.

STANDARD ONE: Compensation				
5.01	Are agency-employed public defense attorneys compensated at a comparable rate to local prosecuting attorneys including benefits and job classifications? If no, explain:	N/A	Yes	No
5.02	Does the county provide for extra compensation in cases of extraordinary complexity? If no, explain:		Yes	No
5.03	Do the county’s public defense contracts (including sub-contracts and assigned counsel policies) require the attorneys to compensate conflict counsel? If yes, explain:		Yes	No

5.04 What is the average compensation rate for contract or assigned counsel in 2024?

Use additional pages if needed.

CASE TYPES		AMOUNT	BASE RATE	Additional Compensation (e.g. trial days)
i.a	Superior Court Adult Felonies – Class A, Persistent Offender	\$	<input type="checkbox"/> Per Hour <input type="checkbox"/> Per Case <input type="checkbox"/> Per Month *Average Monthly Caseload: <input type="checkbox"/> Other: _____	
i.b	Superior Court Adult Felonies – Other Felonies	\$	<input type="checkbox"/> Per Hour <input type="checkbox"/> Per Case <input type="checkbox"/> Per Month *Average Monthly Caseload: <input type="checkbox"/> Other: _____	
iii.	Juvenile Court Offender Cases	\$	<input type="checkbox"/> Per Hour <input type="checkbox"/> Per Case <input type="checkbox"/> Per Month *Average Monthly Caseload: <input type="checkbox"/> Other: _____	
iv.	“Becca” Cases (Truancy, Contempt, At-Risk-Youth, CHINS)	\$	<input type="checkbox"/> Per Hour <input type="checkbox"/> Per Case <input type="checkbox"/> Per Month *Average Monthly Caseload: <input type="checkbox"/> Other: _____	
v.	ITA and Civil Commitment – Mental Health/Alcohol	\$	<input type="checkbox"/> Per Hour <input type="checkbox"/> Per Case <input type="checkbox"/> Per Month *Average Monthly Caseload: <input type="checkbox"/> Other: _____	
vi.	District Court Misdemeanors and Gross Misdemeanors	\$	<input type="checkbox"/> Per Hour <input type="checkbox"/> Per Case <input type="checkbox"/> Per Month *Average Monthly Caseload: <input type="checkbox"/> Other: _____	
viii.	Appeals from Courts of Limited Jurisdiction to Superior Court (RALJ)	\$	<input type="checkbox"/> Per Hour <input type="checkbox"/> Per Case <input type="checkbox"/> Per Month *Average Monthly Caseload: <input type="checkbox"/> Other: _____	

STANDARD TWO: Duties and Responsibilities

5.05 In the SUPERIOR Court:

Are public defense attorneys present and representing defendants at:

a. In-custody first appearance hearings where bail is addressed? Yes No
(defined in CrR 3.2.1)

If no, describe when and how defendants first have access to counsel:

b. Out-of-custody initial or first appearance hearings? Yes No

If no, describe when and how defendants first have access to counsel:

c. Consultation with clients prior to first appearance or arraignment hearings? Yes No

5.06 In JUVENILE matters:

Are public defense attorneys present and representing juveniles at:

a. In-custody first appearance hearings where bail is addressed? Yes No
(defined in JuCR 7.3 and JuCR 9.2(d))

If no, describe when and how juvenile defendants first have access to counsel:

b. Out-of-custody initial or first appearance hearings? Yes No

If no, describe when and how juvenile defendants first have access to counsel:

c. Consultation with clients prior to first appearance or arraignment hearings? Yes No

5.07 In the DISTRICT Court:

Are public defense attorneys present and representing defendants at:

a. In-custody first appearance hearings where bail is addressed? Yes No
(defined in CrR 3.2.1)

If no, describe when and how defendants first have access to counsel:

b. Out-of-custody initial or first appearance hearings? Yes No

If no, describe when and how defendants first have access to counsel:

c. Consultation with clients prior to first appearance or arraignment hearings? Yes No

STANDARD THREE: Caseload Limits

5.08	Do the county’s public defense contracts (and subcontracts, if applicable) specify the types of cases for which representation shall be provided and the maximum number of cases each attorney shall be expected to handle? If no, explain:	Yes	No
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5.09	a. Are the attorneys’ caseloads (including private cases and public defense cases from other jurisdictions) within the limits set by Standard 3?	Yes	No
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	b. Does the county require contract public defense attorneys to report all of their public defense contracts for monitoring of caseload limits? (See OPD Time Reporting Policy)	Yes	No
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STANDARD FOUR: Responsibility for Expert Witnesses

5.10	Does the county maintain and allocate separate funds specifically for the purpose of paying defense experts? If no, explain:	Yes	No
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5.11	In 2023 did the public defense attorneys use expert witnesses?		
	a. Superior Court felonies:	Yes	No
	b. District Court cases:	Yes	No
	c. Juvenile Offender cases:	Yes	No
	If no, explain:		

5.12	Describe the procedure public defense attorneys take to procure investigative services:		
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STANDARD FIVE: Administrative Costs

5.13	Do all public defense attorneys have offices or access to private meeting space to accommodate confidential meetings with clients? If no, explain:	Yes	No
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5.14	Do contracts for public defense services provide for or include administrative costs associated with providing legal representation? (e.g., Travel, telephones, law library, electronic legal research, etc.) If no, explain:	Yes	No
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STANDARD SIX and SEVEN: Investigators and Support Services

5.15	Does the county identify funds specifically for the purpose of paying defense investigators? If no, explain:	Yes	No
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5.16	In 2023, did attorneys utilize investigative services in public defense cases?		
	a. Superior Court felonies:	Yes	No
	b. District Court cases:	Yes	No
	c. Juvenile Offender cases:	Yes	No
	If no to any above, explain:		

5.17	Describe the procedure public defense attorneys take to procure investigative services:		
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STANDARD EIGHT: Reports of Attorney Activity

5.18	Do the attorneys maintain a case reporting and case management system?	Yes	No
	If yes, do the attorneys report the following to the county?		
	If yes to the following, attach sample reports:	N/A	<i>Not Required</i>
	File-naming convention <i>example</i> :		
	a. Number and type of cases?	Yes	No
	b. Attorney hours?	Yes	No
	c. Dispositions?	Yes	No
	d. Trials?	Yes	No
	e. Describe any other reported data:		

STANDARD NINE: Training

5.19	Does the county require attorneys to attend seven hours of training related to criminal defense each calendar year?	Yes	No
	(See OPD Training Policy and RCW 10.101.050)		
	If no, explain:		

STANDARD TEN and ELEVEN: Supervision, Monitoring and Evaluation of Attorneys

5.20	a. Who maintains the <i>Certifications of Compliance with the Supreme Court Standards for Indigent Defense</i> filed in your county's courts?	Job Title:
	CrR 3.1(d)(4), CrRLJ 3.1(d)(4), JuCR 9.2(d)(1)	
	b. How are Certifications made available for public review?	

5.21	a. Has someone from the county verified that all attorneys that provide public defense representation in your county filed Certifications for the first and second quarters of 2024?	Yes	No
	Attach copies of all Certifications filed by contract/assigned counsel attorneys for the 2nd Quarter of 2024. (It is not necessary to provide Certifications of staff attorneys employed at county or non-profit public defense agencies.)		
	b. File-naming convention <i>requirement</i>:		
			<i>Attached</i>

5.22	Does your county maintain policies/procedures for evaluating public defender performance per contract terms? File-naming convention <i>example</i> :	Yes	No
		<i>Attached</i>	<i>Not Required</i>

5.23	Does your public defense agency maintain a ratio of one full-time supervisor for every ten full-time staff attorneys?	N/A	Yes	No
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STANDARD TWELVE: Substitution of Counsel

5.24	Do any of the contracted or assigned counsel public defense attorneys sub-contract with another firm or attorney to provide representation? If yes, describe any practices put in place by the county to ensure that subcontracted attorneys meet professional standards as required by RPC 1.8(m)(1):	Yes	No
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5.25	Describe the procedure for providing continued representation of existing clients after a contract has been terminated:
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STANDARD THIRTEEN: Limitations on Private Practice

5.26	Does the county require contract public defense attorneys to report all non-public defense activities and hours billed, including number and types of private cases? (See OPD Time Reporting Policy and RCW 10.101.050) If no, explain:	Yes	No
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STANDARD FOURTEEN: Qualifications of Attorneys

5.27	Do all attorneys providing public defense services in the county meet the qualification requirements as identified in Standard Fourteen of the WSBA Standards for Indigent Defense Services?	Yes	No
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If no, explain:

STANDARD FIFTEEN: Disposition of Client Complaints

5.28	Who does the county designate to receive and investigate complaints about public defense services?	Name:	
		Job Title:	
		Phone:	
		Email:	
	Second Contact, if applicable:	Name:	
		Job Title:	
		Phone:	
		Email:	

5.29 **Attach the following documents concerning your county’s Attorney Complaint Policy and Procedure:**

- a.** Attach your county’s Attorney Complaint Form:
File-naming convention *requirement:* *Attached*
- b.** Attach your county’s Complaint Policy or Procedure:
File-naming convention *requirement:* *Attached*
- c.** Other relevant documentation: *Attached*

STANDARD SIXTEEN, SEVENTEEN, EIGHTEEN, and NINETEEN: Termination/Removal, Non-Discrimination, Guidelines for Awarding Defense Contracts, and Independence and Oversight

5.30	Do the contracts (and/or assigned counsel policies) for public defense attorneys include non-discrimination clauses?	Yes	No
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If no, explain:

5.31 Do county judicial officers, judicial staff, county prosecutors, or law enforcement officers select public defense attorneys or award public defense contracts? (RCW 10.101.040; GR 42) If yes, describe:	Yes	No
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5.32 Briefly describe the process and criteria used for selecting contract and/or assigned counsel public defense attorneys:

5.33 Who in the county is responsible for overseeing contract attorneys, sub-contract attorneys, and assigned counsel attorneys?	Name: Job Title: Phone: Email:
Second Contact, if applicable:	Name: Job Title: Phone: Email:

Section VI: Challenges and Improvements with Public Defense

6.01 a. Is recruiting and/or retaining a sufficient pool of defense attorneys a challenge in your county? Yes No

b. List your county's additional challenges to delivering public defense services in 2023:

6.02 Briefly explain how the challenges listed above have been addressed or resolved:

6.03 List specific budgetary, administrative, policy, or other public defense service improvements your county has implemented:

Section VII: 2023 Attachment Verification and Attorney Contracts

7.01 a. If the county has public defense contracts, complete Table I on the following page.

Include contracts between attorneys and county, as well as any attorney subcontracts if applicable.

b. Attach a copy of each current contract in alphabetical order by attorney name.

Failure to provide current contracts will result in an incomplete application ([RCW 10.101.050](#)).

File-naming convention *requirement*:

Attach

Attached

7.02 In Table II, provide the name of each Assigned Counsel (attorneys not employed or on contract with the county) who provide additional representation, and include their compensation rate.

7.03 Verify that you have attached the following documents to the corresponding questions.

If you indicated “Yes” within the application for the related questions or the attachment is required, a checkbox should appear in the far-left column.

Each file attached must be uploaded with a file naming convention that begins with the corresponding question number, your county’s name, and the document name. If the files attached do not meet the naming convention criteria, applicants will be asked to rename and reupload their attachments.

Yes	Question	Attachments to be Verified:	Initial to Verify:
	1.01b	County’s Public Defense Standards	
	2.01	* Case-weighting policy	
	2.04	* County public defense agency or non-profit agency Organizational Chart	
	4.01	Indigency Screening Forms (or related documents)	
	4.02d	* LFO, Payment Schedule, Fee Scales, etc	
	5.18	* Monthly or Quarterly Attorney Activity Report Form	
	5.21b	2nd Quarter 2024 Certifications filed	
	5.22	Attorney Performance Evaluation Policy/Criteria	
	5.29	Complaint Procedure forms (or other related documents)	
	7.01	Currently effective public defense contracts	

**if available*

Declaration

I declare under penalty of perjury under the laws of the State of Washington that the foregoing information is true and correct.

Signature: _____ Date: _____

Printed Name: _____ Title: _____ Place: _____

7.01 If the county has public defense contracts, complete the Table of Public Defense Contracts.

See table's top line for example.

REMINDER: Provide a copy of all current contracts in alphabetical order by attorney name.

Table I: Public Defense Contracts Currently in Effect for 2024

Attorney's Full Name: Email:	Firm:	WSBA Bar #	Number of Superior Court cases per contract	Number of District Court cases per contract	Number of Juvenile Court offender cases per contract	Number of Other case types per contract (please specify)	Conflict cases only? Yes/No
Example: John S. Smith JSmith@FauxSmithLaw.com	Example: Faux Smith Law PLLC	00000	10	15	10	3 RALJ 5 Becca	No

7.02 If the county appoints public defenders outside of regular contracts, complete the Table of List-Appointed Attorneys.

See table's top line for example.

Table II: List-Appointed Public Defense Attorneys 2024

Attorney's Full Name: Email:	Firm:	WSBA Bar #	Method and Rate of Payment (per case/per hour, etc.)	Approx. number of Cases Assigned per Year (specify case type, e.g. felony, misdemeanor, juvenile, etc.)
Example: John S. Smith JSmith@FauxSmithLaw.com	Example: Faux Smith Law PLLC	00000	\$120/Hr	6 Misd, 3 Felony, 3 Juv

DEFINITIONS

Case - The filing of a document with the court naming a person as defendant or respondent, to which an attorney is appointed to provide representation.

Case Types –

- **Juvenile Offender** – A criminal case in which the person accused of committing a crime is a youth, and the case is being heard in juvenile court or the juvenile division of the superior court.
- **Adult Felony** – A criminal case in which the defendant is either an adult, and the alleged conduct is classified as a felony. Youths may also fit in this category if the juvenile court or juvenile division of the superior court refuses to hear the case (known as a “decline”).
- **Adult Gross Misdemeanor/Misdemeanor** – A criminal case in which the defendant is an adult and the alleged conduct is not a felony (i.e., a misdemeanor or gross misdemeanor).
- **ITA** – Involuntary Treatment Act. These are civil cases in which the state seeks the commitment of the respondent/defendant for evaluation or treatment, or both, of a “mental disorder” or “substance use disorder.”
- **Becca Case** – Truancy, Children-in-Need-of-Services (CHINS), At-Risk Youth (ARY) cases.
- **Dependency** – A case regarding the care and safety of youth in relationship to their parents/caregivers. A child is determined to be “dependent” on the state if they have been abandoned, abused, neglected, or have no parent/guardian/caregiver. The stated goal is to reunite families.

Case weighting – A system for accounting for complexity, seriousness, or other extraordinary time commitments of certain types cases and, therefore, adjusting the number of maximum case assignments. A weighting system may compensate for a case type by increasing or decreasing the weight given to a case type. Case weighting systems may only be used if the local government entity adopts and publishes written policies and procedures for implementing such a system.

Defendant – The person answering or responding to a criminal charge. The state has accused these people of committing a crime, and they are defending themselves against the accusations. In certain cases, the defendant is referred to as the respondent.

Diversion – An agreement or program in which a defendant agrees to participate for some benefit. Typically, a defendant agrees to certain conditions (e.g., not commit any other crimes, abstain from alcohol, stay away from a particular person or place, engage in some sort of treatment evaluation and follow-through).

Indigent – Suffering from extreme poverty. A legal determination of whether someone is indigent is made by a judicial officer in accordance with RCW 10.101.010. Generally, someone is indigent if they receive certain public assistance, involuntarily committed to a public mental health facility, receiving income 125% below the federal poverty level, or unable to pay the anticipated costs of defending themselves against the accusations against them.

Judicial Officer – Includes judges, court commissioners, and those acting in a temporary and limited judicial capacity (i.e., judges pro tem).

Public Defense / Public Defense Services – The entire system of providing legal representation and other services to indigent defendants/respondents. Public defense services encompass administration, investigative, social work, community support, as well as traditional trial defense representation. In Washington, public defense services also include non-criminal matters such as in dependency.

Public Defender – A licensed attorney who represented indigent persons in court proceedings at public expense. A public defender works in a government public defense agency, a non-profit public defense agency, a private firm or solo practice on a contractual basis, or by court appointment.

RALJ – From the acronym “Rules for Appeals from Courts of Limited Jurisdiction.” RALJ appeals are cases in which there is an appeal to the county’s superior court from the county’s district court or a municipal court.

Supplanting Funds – Use of state funds to replace existing county funds for public defense. For a simple example, if the jurisdiction budgets \$500,000 for public defense, and subsequently receives RCW 10.101 funds in the amount of \$20,000, jurisdictions are prohibited from reducing their county-funded public defense budgets by \$20,000.

WSBA – Washington State Bar Association.