# DISTRICT COURT OF THE VIRGIN ISLANDS
## CLERK'S OFFICE

**Glenda L. Lake, Esquire**
**Clerk of Court**

**www.vid.uscourts.gov**

## INVITATION TO APPLY FOR CRIMINAL JUSTICE ACT (CJA) PANEL

The District Court of the Virgin Islands hereby invites members of the District Court Bar to apply to serve on the CJA panel. New applications for the CJA panel are considered once per year. Therefore, this invitation will be the only solicitation for new CJA panel members until October 1, 2027.

The CJA Panel serves a very important function in the District. It provides the means through which indigent defendants obtain representation by qualified attorneys when the Federal Public Defender has a conflict of interest or is otherwise unable to undertake the representation.

Members of the panel are currently compensated at the rate of $177.00 per hour. Pursuant to the CJA Plan for the District Court of the Virgin Islands, panel members shall serve for a period of twenty-four (24) months unless earlier termination is requested. However, panel members may seek to be reappointed to the panel, with no limit to the number of times that reappointment may be sought. Please note that attorneys may express an interest in serving on the panel in either or both divisions of the Court. Attorneys residing in the U.S. Virgin Islands and Puerto Rico are allowed to claim actual travel time as per guidelines; however, travel expenses are not allowed unless specifically authorized by the presiding judicial officer.

To apply to serve on the panel, please submit a completed Application for Membership on the Criminal Justice Act Panel to the address listed below or send an email to cjapanel@vid.uscourts.gov, with the subject heading "Invitation to Apply for Criminal Justice Act (CJA) Panel no later than October 31, 2026. The application is available on the District Court's website at www.vid.uscourts.gov. To ensure accuracy, we will only accept typed applications. Attorneys who presently serve on the panel, and whose terms of service have not expired, need not apply.

Once received, applications will be considered by the CJA Standing Committee, and an Order will be issued accordingly.

Should you have any questions or concerns, please do not hesitate to contact the Clerk's Office at (340) 774-0640 (St. Thomas) or (340) 718-1130 (St. Croix).

*/s/ Glenda L. Lake*

**Glenda L. Lake, Esquire**
**Clerk of Court**

**DATE: September 11, 2026**

☐ **Ron de Lugo Fed. Bldg. & Courthouse, 5500 Veteran's Drive, Suite 310, St. Thomas, Virgin Islands 00802-6424**
**Phone: 340-774-0640 Fax: 340-775-8075**

☐ **Almeric L. Christian Fed. Bldg. & Courthouse, 3013 Estate Golden Rock, Lot #13, Christiansted, Virgin Islands 00820-4355**
**Phone: 340-718-1130 Fax: 340-712-7180**