

## EMAIL TO CJA PANEL: REQUIREMENT FOR EXCESS CASE BUDGET WORKSHEET

In any case in which a CJA attorney anticipates that the defense of an individual CJA defendant (inclusive of attorney and other services) may cost in excess of \$30,000, the CJA attorney must prepare a budget and submit it to the magistrate judge assigned to the case for approval. The budget must be prepared and approved before fees and costs in excess of \$10,000 are incurred. Initially, the CJA attorney must prepare the Attorney Services Summary Budget Worksheet for Non-capital Representations with the Potential for Extraordinary Cost found at the court's website. The magistrate judge assigned to the case will review the worksheet and, if necessary, contact the attorney regarding other forms of budget that the magistrate judge may require or to obtain additional information.

You may view an explanatory memorandum and links to budget forms on the court's website <http://www.gand.uscourts.gov/bar/cja.php>

The court may choose to reject any voucher in excess of \$30,000 if a timely budget has not been submitted and approved.

Magistrate Judges, Northern District of Georgia.