



**UNITED STATES DISTRICT COURT
CENTRAL DISTRICT OF CALIFORNIA**

LEGAL SERVICES UNIT
350 W. 1st Street, Suite 4311
Los Angeles, California 90012-4565

MEMORANDUM

TO: CJA Trial Panel
FROM: Lauren Eskenazi-Ihrig, CJA Supervising Attorney
DATE: March 29, 2017
RE: Policy and Procedures Regarding Hourly Rate Increases for Paralegals and Investigators

Beginning April 1, 2017, some ancillary service provider hourly rates will increase.

Standard (non-specialized) paralegal work will be compensated at the rate of \$45/hr. However, if the paralegal is a member in good standing of the California bar, standard paralegal work will be compensated at the rate of \$50/hr. In the event a paralegal has specialized skills, compensation for that specialized work will be compensated at the rate of \$55/hr. “Specialized skills” are foreign language skills, discovery database management expertise, or subjective coding experience in at least two prior federal cases or complex civil litigation. These skills must be clearly stated on the paralegal’s resumé and the resumé must be uploaded contemporaneously with any AUTH for paralegal funding. The appointed panel attorney is responsible for (1) distinguishing between standard and specialized tasks (if any) in the AUTH, (2) describing specialized tasks with sufficient detail to warrant increased payment, (3) applying for the appropriate rate for each category of task, and (4) ensuring paralegals bill appropriately according to task performed.

Investigators will be compensated at the rate of \$70/hr for general investigation, and in cases alleging common types of crimes. However,

if the investigator has a high level of investigative expertise relevant to the type of crime alleged or otherwise has special skills the case requires, the investigator will be compensated at the rate of \$85/hr. In addition, if the investigator possesses foreign language skills used in the case, the investigator will be compensated at the rate of \$85/hr when actually using those skills. These skills must be clearly stated on the investigator's resumé and the resumé must be uploaded contemporaneously with any AUTH for investigator funding. Record collection will be compensated at \$55/hr, but should be conducted by a paralegal at \$45/hr if feasible. The appointed panel attorney is responsible for (1) identifying the special skill, etc. (2) describing how the skill will be used in the case, (3) applying for the appropriate rate for each category of task (if applicable), and (4) ensuring investigators billing at higher rates identify that they have used the skills in the tasks performed (i.e., "interviewed witness X *in Spanish*").