

INNOCENCE INSTITUTE OF POINT PARK UNIVERSITY



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Intake Questionnaire

The Innocence Institute of Point Park University uses the information from this questionnaire to determine whether to accept a case. The Innocence Institute reserves the right to accept or decline any case based upon the information provided. A rejection will be considered final.

Please write legibly!

Name: _____

Date of Birth: _____

County of Conviction: _____

Date Sentenced: _____

Length of sentence(s): _____

Expected release: _____

Crimes for which you are incarcerated: _____

Basis for innocence claim: _____

General case information:

1. Name(s) of victim(s). List victim or family contact information:

2. Investigating police department:

3. Investigating officer(s):

4. Court in which trial was held:

Date Completed: _____

5. Name of trial judge:

6. Name and contact information of trial attorney: ** If you had a different pre-trial attorney please list that information also.

7. Was your attorney:

- Hired by you
- A public defender
- Court appointed

8. Name and contact information of prosecutor:

9. What date was the direct appeal decided? What issues were raised?

10. Name and contact information of appellate attorney:

11. Was your attorney:

- Hired by you
- A public defender
- Court appointed

12. Have you filed any other post-conviction appeals? If so, please list in what court (federal or state) it was filed, what issues were raised, and the outcome.

*****If you were convicted of child abuse, please answer the supplementary questions beginning on page 15***

***** If you accepted a plea agreement, please answer the supplementary questions beginning on page 19***

***** If you confessed to the crime(s) with which you were charged, please answer the supplementary questions beginning on page 22***

About the crime(s):

Please use this page to give a straightforward description of the circumstances of the crime (e.g. how it occurred, where, when, etc.), when and why you were arrested, and what evidence was used to connect you to the crime. (Please limit information about exculpatory issues as you will be asked about this later in the questionnaire.)

Conviction:

1. List all of the crimes of which you were convicted, the sentence imposed, time remaining, and what defense against this charge that was raised at trial.

Crime:

Sentence:

Time remaining:

Defense:

Crime:

Sentence:

Time remaining:

Defense:

Crime:

Sentence:

Time remaining:

Defense:

Trial Testimony:

1. Did you testify at trial? Why or why not?

2. Identify anyone who testified on your behalf and what they said. Please include contact information for each.

Name:

Contact info:

Testimony:

Name:

Contact info:

Testimony:

Name:

Contact info:

Testimony:

3. List any other people who testified at your trial, their testimony, and if they testified for the defense or prosecution. Please include contact information.

Witness name:

Contact info:

Defense or prosecution witness:

Their testimony:

Witness name:
Contact info:

Defense or prosecution witness:
Their testimony:

Witness name:
Contact info:

Defense or prosecution witness:
Their testimony:

4. List the victim(s) who testified and what they said. Include contact information.
If no victims testified, skip this section.

Name:
Contact info:

Testimony:

Name:
Contact info:

Testimony:

Name:
Contact info:

Testimony:

5. List any experts who testified at your trial. Please indicate if they were defense or prosecution experts. ** Please use back of page if you need additional space

Expert witness name:

Profession:

Contact information:

Defense or prosecution expert:

About what did this expert testify?

Expert witness name:

Profession:

Contact information:

Defense or prosecution expert:

About what did this expert testify?

Expert witness name:

Profession:

Contact information:

Defense or prosecution expert:

About what did this expert testify?

Forensic evidence

1. What physical and/or biological evidence was recovered? (For example: blood, hair, vaginal swabs, semen stains, clothing, weapons, etc.)

2. Were any samples obtained from the victim? If yes, what?

3. Where was this forensic evidence found (body, clothing, area of crime scene)?

4. Were any samples obtained from you? If yes, what?

5. Where was this forensic evidence found (body, clothing, area of crime scene)?

6. For each sample indicate what kind of scientific testing was done on the evidence? (blood typing, hair comparison, fingerprinting, DNA testing, etc.), who arranged the testing (defense or prosecution) and the name and contact information for the lab or person who conducted the testing.

Sample:

Type of testing:

Who arranged the testing:

Person or lab that performed testing:

Sample:
Type of testing:
Who arranged the testing:
Person or lab that performed testing:

Sample:
Type of testing:
Who arranged the testing:
Person or lab that performed testing:

Sample:
Type of testing:
Who arranged the testing:
Person or lab that performed testing:

7. Was a second test done?

Yes No
Sample:
Type of testing:
Who arranged the testing:
Results:
Person or lab that performed testing:

Yes No
Sample:
Type of testing:
Who arranged the testing:
Results:
Person or lab that performed testing:

8. Does any of the above listed evidence still exist, and, if so, where is it located?

9. Was testing done on all of the forensic evidence recovered? If no, what wasn't tested?

10. List what physical and/or biological evidence was introduced at trial and what the test results show.

11. If the state used this evidence to connect you to the crime, what defense was raised?

~~12. List what physical and/or biological evidence available at trial that was not introduced, what the test results show, and why they weren't used.~~

13. Is there any forensic testing which you could not afford and for which the state refused to pay?

14. Did any experts testify about the validity or accuracy of the forensic testing methods used? If so, please provide his or her name and contact information.

Victim Identification:

1. Did the victim(s) identify you?
2. If yes, how? And exactly how was the ID process conducted?
 - In a lineup
 - In a photo array
 - Other (specify)
3. If yes, did that victim testify at trial?
4. List any other witnesses who identified you. Provide contact information.

Witness name:

Contact information:

Defense or prosecution witness:

Form of identification:

- In a lineup
- In a photo array
- Other (specify)

Witness name:

Contact information:

Defense or prosecution witness:

Form of identification:

- In a lineup
- In a photo array
- Other (specify)

Witness name:

Contact information:

Defense or prosecution witness:

Form of identification:

- In a lineup
- In a photo array
- Other (specify)

Your Innocence Claim:

1. List any evidence or testimony you believe will show your innocence. Please indicate if it was available at trial, used at trial, or came to light after trial as potentially new evidence. ** Please use back of this page if you need additional space

2. Identify anyone who has information that would support your claim of innocence.

Name:

What he/she knows, when he/she knew, and when you found out about it:

Did the person testify at trial?

- Yes
- No (Why?)

Name:

What he/she knows, when he/she knew, and when you found out about it:

Did the person testify at trial?

- Yes
- No (Why?)

Name:

What he/she knows, when he/she knew, and when you found out about it:

Did the person testify at trial?

- Yes
 - No (Why?)
-

**3. Who or what could establish your whereabouts at the time of the crime?
Please provide contact information for anyone you list.**

**4. What forensic testing do you believe would support your claim of innocence?
Please indicate if it was available at trial or if it came to light after trial as
potentially new evidence.**

**5. If forensic evidence was used to connect you to the crime, what, if any, of the
test results do you believe are questionable?**

**Please use the remaining space to identify anything else that you believe proves
your innocence, to discuss police or prosecutorial misconduct, forensic testing
errors, faulty expert testimony, victim identification problems or other issues due
to which your case should be reviewed.**

Case Materials:

Place a checkmark after each item you have. *DO NOT* send documents until specifically requested.

Document	Have	Do Not Have	Comments
Hearing Transcripts			
Trial Transcripts			
Police Reports			
Laboratory Reports			
Appellate Briefs: Defense & State			
Post-conviction Briefs: Defense & State			
Other papers (specify)			

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Supplementary questions for child abuse cases

****Answer the following questions *only* if you were convicted of child abuse**

1. How many children accused you of sexual abuse? (If there were more than four, please provide information on the back)

2. List their age at time of alleged abuse, gender, and your relationship (father, mother, friend, etc.)

Child 1:

Child 2:

Child 3:

Child 4:

3. How old are the children now?

Child 1:

Child 2:

Child 3:

Child 4:

4. Who did the children tell about the alleged abuse?

Child 1:

Child 2:

Child 3:

Child 4:

5. Was the child's first complaint against you taped? If so, did you hear it and was it used at trial?

	Complaint taped?		Hear the tape?		Used at trial?	
Child 1:	Yes	No	Yes	No	Yes	No
Child 2:	Yes	No	Yes	No	Yes	No
Child 3:	Yes	No	Yes	No	Yes	No
Child 4:	Yes	No	Yes	No	Yes	No

6. If the tape wasn't used at trial, why not?

Child 1:

Child 2:

Child 3:

Child 4:

7. Did your attorney interview the child prior to trial? If yes, what did your lawyer tell you about the interview?

Interviewed?

What attorney told you

Child 1: Yes No

Child 2: Yes No

Child 3: Yes No

Child 4: Yes No

8. Did the victim testify against you? If yes, what did the child say?

Testify?

What they said

Child 1: Yes No

Child 2: Yes No

Child 3: Yes No

Child 4: Yes No

9. Did your attorney cross-examine the child?

Child 1: Yes No

Child 2: Yes No

Child 3: Yes No

Child 4: Yes No

10. List the name, address and telephone number of any doctor who examined the child and who arranged for a doctor to see the child.

Child 1: Doctor:

Who made the arrangements?

- Defense
- Prosecution
- Other

Child 2: Doctor:

Who made the arrangements?

- Defense
- Prosecution
- Other

Child 3: Doctor:

Who made the arrangements?

- Defense
- Prosecution
- Other

Child 4: Doctor:

Who made the arrangements?

- Defense
- Prosecution
- Other

11. Were their medical reports used at trial?

Child 1: Yes No

If yes, who used the reports?

- Defense
- Prosecution
- Other

Child 2: Yes No

If yes, who used the reports?

- Defense
- Prosecution
- Other

Child 3: Yes No

If yes, who used the reports?

- Defense
- Prosecution
- Other

Child 4: Yes No

~~If yes, who used the reports?~~

- Defense
- Prosecution
- Other

12. Did the children have psychological exams? Who arranged to have the exam performed? Provide the name, address, telephone number of person who did the exam.

8. Was the plea in writing?

9. If yes, did you sign it?

11. If yes, was your attorney present?

12. Did you understand what you were signing?

13. If no, what did you think you signed?

14. When did you go to court and plead guilty?

15. Did the judge ask if you understood the agreement?

16. Was your attorney present when you pled guilty?

Supplementary Questions about Confession

****Please answer the following questions *only* if you confessed to the crime(s) with which you were charged**

1. Where was the police interrogation conducted, and how many officers were present?

2. If you were a juvenile at the time, was a parent or guardian present during the interrogation?

~~3. Were you read your Miranda rights prior to the start of the interrogation?~~

4. Did you request an attorney at any point during the interrogation? Was that request granted?

5. Was the interrogation recorded via tape recorder or video?

6. How long was the interrogation?

7. At what point during the interrogation did you confess?

8. Did the officers tell you misleading information in order to secure your confession? (For example, promise a lenient sentence or say someone witnessed you commit the crime) If so, what did they say?

9. At any point did the officers become violent or threaten you in order to secure your confession? If yes, what did they do?

10. Did you write and sign your own confession or did you sign a confession written by one of the officers?

11. Did you understand what you were signing?

12. If not, what did you think were signing?

13. Was your alleged coerced and/or false confession brought up in court?

14. If yes, what was said?

15. Detail any other issues related to your confession that you feel are relevant to your innocence claim.