

GLOBAL COMMON BENEFIT FEE FUND
APPLICATION EXEMPLAR AND INSTRUCTIONS
FOR
PRIOR DISTRIBUTORS/JANSSEN COMMON BENEFIT FUND APPLICANTS

(updated July 18, 2023)

NOTICE: This application exemplar is provided as a courtesy to applicants to the Global Common Benefit Fee Fund. Applicants may refer to this exemplar to begin preparing responses to each section of the Crosslink application. The information requested in the Crosslink application, once it goes live, may vary from the information contained in this exemplar. Applicants shall carefully review the text contained in the Crosslink application prior to responding to each section.

The deadline to submit this application is **Friday, August 25, 2023**.

The Financial Information Template and Instructions for Completing the Financial Information Template can be downloaded here: <https://opioidfeepaneldocuments.com/>

Application Submission

Each Fee Applicant who has previously submitted a Common Benefit Fee Application will receive a Task notification from Crosslink to supplement their Application with common benefit work performed through June 2023. Applicants who have not performed common benefit work after June 2021 are still required to complete this task.

Upon logging into Crosslink, navigate to the Tasks page from the left panel. There will be a single Common Benefit Fee Application Supplement task for your firm. Click Start to begin.

Introduction

Review the instructions in the Introduction and click Next.

Introduction

This Task was created for Applicants to supplement their previously submitted Common Benefit Fee Application. Throughout this Task, you will be required to verify or update information previously provided and to submit new documentation in support of your firm's additional common benefit work.

After completing this Task, updated Certifications will be sent via DocuSign to the designated firm contact on the next screen.

Applicant Information

The Contact Name, Contact Email, and Contact Direct Phone Number will be prepopulated with information previously provided. Note that this is the email address which will receive the attorney certifications via DocuSign. If you need to update the information, you may do so on this screen.

If the person who will receive and execute the Certifications is different from the person completing the application, please provide that information on this screen.

I. Applicant Information

Law Firm or Individual requesting an award from the Global Common Benefit Fund:

Name and contact information of the person completing this Task:

Contact Name

Contact Email

Contact Direct Phone Number

Name and contact information of the Partner or Shareholder authorized to execute the Certifications, if different from above:

Contact Name

Contact Email

Contact Direct Phone Number

Applicant Information

Please enter the percentage of time your firm spent on opioid litigation in 2021, 2022, and 2023, compared to the total time your firm spent on all matters (not including pro bono).

Year	Percentage
2021	_____
2022	_____
2023 (through June)	_____

Employee Billing

Please download the prepopulated Employee Billing Spreadsheet Template and add the following information for all employees/agents of the Law Firm (including both attorneys and non-attorneys) whom you claim performed common benefit work through June 2023: (1) name, and (2) total number of hours spent performing common benefit work.

Employee Billing Spreadsheet Template can be downloaded [here](#).

Upload Employee Billing Spreadsheet*

II. Client Information

Subdivisions

The Subdivision Client Information Spreadsheet Template in Crosslink has been populated with participation details for subdivisions associated with your firm, based on the Participation Agreements submitted to the Rubris Crosslink system. Please download this Template and add or update the following information:

- (a) each subdivision client for whom you are counsel or co-counsel;
- (b) whether the client is a Participating Litigating Subdivision in each Settlement Agreement; and
- (c) the date on which the Participating Subdivision opted into each Settlement Agreement.

The Subdivision Client Information Spreadsheet Template can be downloaded [here](#).

Is the Provided Subdivision Client Information Spreadsheet correct?*

Yes/No

Upload Corrected Subdivision Client Information Spreadsheet*

Tribes

The Tribal Client Information Spreadsheet Template in Crosslink has been populated with participation details for Tribal Nations associated with your firm, based on the Participation Agreements submitted to BrownGreer. Please download this Template and add or update the following information:

- (a) each Tribal Nation client for whom you are counsel or co-counsel; and
- (b) whether the client is a Participating Tribe in each Tribal Settlement Agreement.

The Tribal Client Information Spreadsheet Template can be downloaded [here](#).

Is the Provided Tribal Client Information Spreadsheet correct?*

Yes/No

Upload Corrected Tribal Client Information Spreadsheet*

III. Common Benefit Work – Litigation and Settlement

Please upload a written statement that addresses the topics below. This statement must be no more than 10 pages, double-spaced, 12-point font, with standard margins. The Fee Panel will not read anything in excess of 10 pages.

a. Provide a description of the work your firm performed through June 2023 that inured to the common benefit of all Participating Litigating Subdivisions and/or Tribal Nations **that you have not already described in your Settling Distributors/Janssen Common Benefit Fee Application.** The description should include both litigation and settlement work.

NOTE: Time spent acquiring clients and documenting billing and expenses, including the filling out of this application, is not common benefit work.

To the extent possible, please refer to the work categories listed below, as applicable, to help organize the description of the work.

Discovery - including strategy, promulgation, and overseeing production.

Discovery Disputes - including meet/confer and litigation.

Document Review.

Privilege Review and Disputes.

Depositions - preparation and examination only, no credit for observation.

Data Analysis - including ARCOS and IQVIA data.

Motions and Briefing.

Expert Preparation.

Trial Work.

MDL Leadership (PEC) and Strategy - including remand strategy.

Settlement Negotiations.

Defendant Teams.

Status Calls and Hearings with the Court and Special Master.

State Court Litigation.

Negotiations Regarding Fees, including Back-Stops.

b. Explain how and the extent to which the work described above inured to the common benefit. This explanation should include both the importance of the work, as well as the degree to which your Firm was engaged in a leadership role with respect to that work.

c. Explain how your Firm's common benefit work-product was used by others against Released Entities, whether within or outside the MDL.

d. Provide the Fee Panel with a basis to evaluate your Firm's work in light of the *Johnson* factors and related factors set out in Exhibit R of the Settlement Agreements.

e. Explain how and the extent to which your firm contributed to increasing or decreasing the Initial Participation Tier and Incentive Payment Tiers.

Upload Written Statement*

Indicate whether you used State-court work product or MDL work product, including, but not limited to, the following: ARCOS data, document repositories, experts developed in the MDL, trial transcripts, and depositions transcripts.

Yes/No

Did you sign the MDL Participation Agreement?

Yes/No

Fee Split Designation

Review the Common Benefit Fee Split information previously provided in your Settling Distributors/Janssen Common Benefit Fee Application. If it is still accurate, please confirm by selecting Yes. If it is not accurate, please select No and enter the updated information. For each firm with whom you are splitting your Common Benefit Fee Award, enter the corresponding firm name(s), attorney name(s), and attorney email address(es).

Onscreen text:

IV. Fee Split Designation

Are you splitting your common benefit fee award with anyone?*

Yes/No

Settlement (select all that apply)

Distributors

Janssen

Teva/Allergan

Pharmacies

Other

If Other, please describe here:

Firm Name #1

The John Doe Firm

Contact Attorney Name #1

John Smith

<Delete Entry button>

Contact Attorney Email #1

j.doe@example.com

<+Add Fee Split Designation button> 1 Fee Split Designation record(s)

V. Financial Information

Download the Financial Information Spreadsheet [here](#) and the Financial Information Spreadsheet Instructions [here](#).

After entering all required information into the Financial Information Spreadsheet, upload the completed Financial Information Spreadsheet.

Upload Financial Information Spreadsheet*

VI. Recommendations

This section is **OPTIONAL**. If the recommendations you listed in your original application are unchanged, you do not need to fill out this section.

List the names of other plaintiffs' attorneys whom you believe most contributed to the common benefit **from July 2021 through June 2023**, and why.

Upload Recommendations Statement

Common Benefit Fee Application Supplement Task: Final Review

Review your Task before submission. If any changes are required, navigate to the section(s) in question from the right panel, make adjustments, and review. Before submission you may also click Download PDF to save a PDF version of the application for your records. Once finished, click Complete.

Attorney Certification

Certifications will be processed via DocuSign. Rubris will identify completed applications, batch them, and issue DocuSign certifications once per day. Applications are required to have executed certifications before they are considered complete.

The DocuSign email with the certification envelope will contain the following:

Item	Description
Email Subject	[Firm Name] - National Settlements: Global Common Benefit Fee Application
Email Address of Sender	dse_na3@docusign.net
Email Sender	National Opioids Settlement Common Benefit Fee Fund Administrator
Email Responses	If an email recipient responds to the email, it will be sent to CommonBenefitFees@opioidfeepaneldocuments.com

Below are screenshots and instructions for completing the certification process via DocuSign.

After clicking on "Review Documents" in the email, you will be prompted to agree to electronic review and signature. Check the "I agree" field and click "Continue".

When the certification document opens, there will be a "Start" flag on the left-hand side of the document. It will open to the cover letter. Clicking "Start" will bring you to your certification cover letter.

You will be prompted to initial the top of your cover letter to confirm you have reviewed the cover letter.

You may scroll through to read the letter and return to initial here.

Review the cover letter, initial the cover letter, scroll to read the certifications, and then initial, sign, and type your name in the signature block. Once complete, click “Finish” in the top right corner.

The status of the application will change to Submitted once the certification process is complete. Rubris will track this in Crosslink and display DocuSign status details.

Questions

For any questions related to Crosslink, please contact CrosslinkSupport@rubris.com