



IDC/GMS Grant Categories

Problem: GMS categories for payments are not identical to the categories in which payments are allowable in the IDC grant contract.

Solution: This document explains how IDC grant award categories fit into GMS categories.¹

GMS: The online Grant Management System IDC grantees use to report expenditures/request reimbursement from an IDC grant award. In GMS, the *Grant Summary & Financial Status Report* pages list the categories: **Personnel, Fringe, Contracted, E.S.O., Travel, [Informant & Indirect*].**²

⇒ **GMS CATEGORY: PERSONNEL**

- **YES:** Personnel/FTE compensation/salaries paid to people employed by the grantee (Managing public defenders, administrative assistants, social workers, grant reporters).
- **NO:** Contract employee payments, defense resources, travel, training.

⇒ **GMS CATEGORY: FRINGE**

- **YES:** Medical/dental insurance for personnel/FTEs in the Personnel category.
- **NO:** Regular salaries, wages, or other compensation, or other benefits paid to anyone.

⇒ **GMS CATEGORY: CONTRACTED**

- **YES:** Payments made to attorneys, social workers, and other IDC grant-funded **contractors** for indigent defense services provided under the terms of a contract for ongoing services between the grantee and the service provider.
- **NO:** Regular salaries, wages, or other compensation paid to personnel employed by the grantee, defense resources, travel, training.

⇒ **GMS CATEGORY: E.S.O.**

- **YES:** Reserves for defense resources: investigators, experts, transcripts, & appellate or conflict representation by attorneys for a single case, not based on an ongoing contract.
- **YES:** Registration fees paid for IDC grant-funded Personnel and/or Contractors to attend CLE and other trainings relevant to indigent defense representation.
- **YES:** Rent, case management software, licenses, etc., which are in the IDC grant award.
- **NO:** Compensation paid to personnel and/or contractors, and travel

⇒ **GMS CATEGORY: TRAVEL**

- **YES:** Mileage³ incurred by grant-funded personnel and contractors whose travel is required to provide indigent defense services under the terms of an IDC grant.
- **NO:** Gas or mileage between home & main/regular place of work (not reimbursable).

¹ The IDC Grant & Grantee Assurances, Conditions, Certifications and Requirements (“Certified Assurances”) also explain these categories.

² IDC grantees will **never** use the GMS categories **Informant** or **Indirect**.

³ Mileage must be documented in the IDC Mileage Form. Rates may not exceed the rate specified in the grant award.