



## Contested Adoption Representation Program Quarterly Reimbursement Form

The Contested Adoption Representation Program reimburses counties for Eligible Expenses<sup>i</sup> incurred as a result of the provision of legal services in contested adoption matters provided by contracted attorneys on Qualifying Matters<sup>ii</sup>.

Date:

Quarter:

Year:

### County Information

County Name:

Program Contact (to whom program correspondence should be directed):

Name:

Title:

Email:

Phone:

Address (to where payment should be remitted):

## **Expense Summary & Total Amount Requested for Relevant Billing Quarter**

Total # of cases:

Total amount of Attorney Fees (\$):

Total Paralegal fees (\$):

Total amount of Defense Resources Expenses (\$):

Total Amount Requested:

### **Notes/ Comments (Optional)**

Submit this reimbursement form within 30 days of the end of a quarterly billing period via email to [IDC@utah.gov](mailto:IDC@utah.gov), subject line: "Contested Adoptions: Reimbursement Request (County Name)," along with supporting documentation. Supporting documentation consists of: 1) monthly attorney invoices with underlying documentation (orders of appointment, receipts, and any pre-authorizations) and 2) proof of payment.

i Eligible Expenses are attorney fees (\$75/ hour), paralegal services (\$40/hour), and defense resources expenses (not to exceed \$500 per completed transaction without pre-authorization from the IDC and the County.)

ii A Qualifying Matter is one where a District Court Judge issues an order requiring the County to provide representation, or appointing Attorney to provide representation, for an indigent legal parent who opposes a "Notice of Petition to Adopt and Notice of Rights," or a "Petition to Terminate Parental Rights" or their equivalent; or a Juvenile Court Judge issues an order requiring the County to provide representation, or appointing Attorney to provide representation, for an indigent legal parent who opposes a "Petition to Terminate Parental Rights" or its equivalent.