



STATE OF UTAH

Indigent Defense Commission

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PRIVATE CONTESTED ADOPTION REIMBURSEMENT PROCESS

The Indigent Defense Commission (IDC) reimburses counties for work performed by court-appointed attorneys in privately initiated termination of parental rights/adoption cases filed in either the district or juvenile court. Using the forms available on [the IDC website](#), counties should follow the reimbursement process outlined below:

1. **Designate attorneys** eligible for such court-appointments in their jurisdiction. Counties may also await court appointment of an attorney, which the court will do from a roster of eligible attorneys, available to counties and the courts.
2. **Enter into a contract** with court-appointed attorneys in these cases. An attorney contract is available on the IDC website.
3. Ensure contract attorneys have the **IDC attorney invoice form** to track attorney and paralegal hours worked on a case, as well as defense resource expenses incurred.
4. **Collect** attorney invoices, defense resources forms, and orders of appointment.
5. **Pay** attorneys on a monthly or quarterly basis.
6. **Submit quarterly** reimbursement requests within 20 days after the end of each quarter (i.e. Oct 20, Jan 20, Apr 20, Jul 20) all documents, proofs of payment, and IDC reimbursement forms by email at IDC@utah.gov, with the subject: "Contested Adoptions: Reimbursement Request (County Name)."

IDC reimbursement rates are as follows:

- Trial Attorney Fees - \$75/h
- Appellate Attorney Fees - \$150/h
- Paralegal Services - \$40/h
- Defense Resources - \$500 (per transaction, not per case)
- Defense Resources include investigators, experts, evaluations, subpoenas, transcripts, record requests, forensic tests, and witness fees.
- Defense resources exceeding \$500 require a written pre-authorization from the IDC and county using the IDC defense resources form (available on the IDC website).
- Mileage reimbursement rate is the state rate, which currently is \$0.62 per mile. Round trips that are a minimum of 20 miles qualify for reimbursement.

Direct questions to Adam Trupp, Assistant Director, at atrupp@utah.gov or 385-228-8238 or Katriina Adair, Grant Program Manager, at kaadair@utah.gov or 801-455-0793.