

EXHIBIT B

2024 - 2025 Court Interpreter Grant Program Terms and Conditions

The following guidelines apply to court interpreter services funded by the 2024 - 2025 Court Interpreter Grant Program ("CIG").

1. CIG funds may be used for in-person or video remote interpreter services during court proceedings, in public access areas such as a clerks' office or in other interactions with court staff for court business, and for court-provided or mandated services, programs, or activities. CIG funds may also be used for translation services.
2. Courts may only use Language Line telephonic interpreter services for brief, routine, non- contested matters.
3. Language Line interpreter services shall not be used for jury selection, trials, guilty plea hearings, evidentiary hearings, or contested hearings.
4. CIG funds must be used to employ an interpreter that is either Court-Certified or Court-Qualified by the Indiana Supreme Court Certification Program. If the language is not available on the Indiana Supreme Court Registry, then the CIG funds can be used for an interpreter that interprets the required language and is listed on another State's Court Interpreter registry. However, if all reasonable options for employing a Court-Certified or Court- Qualified interpreter have been exhausted or the language is rare, or a court interpreter can't be located on the Indiana Supreme Court Registry or another State's Court Interpreter registry then CIG funds can be used to reimburse an interpreter that is non-qualified and non-certified.
5. The grantee court or county will submit quarterly financial reports on forms provided by the CIG program manager and on a schedule determined by the Indiana Office of Judicial Administration. Quarterly reports will be due by the following dates: (a) first quarter: **10/15/24**, (b) second quarter: **1/15/25**, (c) third quarter: **4/15/25**, and (d) fourth quarter: **7/15/25**.
6. CIG funds will not be disbursed in advance or in a lump sum. CIG funds will be disbursed only upon grantee's submission of a Claim Voucher on the form designated and provided by the CIG program manager. The grantee shall submit Claim Vouchers via email to the CIG program manager, no more than once per month.
7. Seventy-five percent (75%) of the CIG funds must be expended by the Grantee by **April 15, 2025** (the "Benchmark"). CIG funds may be de-obligated and/or re-distributed if the Benchmark has not been met or if any of the following events occur: (1) the Grantee fails to comply with Court Interpreter Grant Program Terms and Conditions; or (2) the OJA concludes that is not likely that the Grantee will meet the Benchmark.

By signing below, I the undersigned grantee hereby certifies that funds received through the 2024 - 2025 Court Interpreter Grant Program shall be expended only for court interpreter services and in accordance with the guidelines set forth herein. I understand that any failure to comply with these guidelines may result in a reduction, repayment, or denial of CIG funds in this or future grant years.

Grantee:

Judge's Signature: _____

Judge's Name: _____

Court/County: _____

Date: _____