

## **2026 - 2027 Court Interpreter Funding Program Terms and Conditions**

The following guidelines apply to court interpreter services funded by the 2026 - 2027 Court Interpreter Funding Program.

1. Interpreter 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. Interpreter funds may also be used for translation services.

2. Courts may only use telephonic interpreter services for brief, routine, non- contested matters.

3. Telephonic interpreter services shall not be used for jury selection, trials, guilty plea hearings, evidentiary hearings, or contested hearings.

4. Interpreter funds must be used to employ an interpreter that is either a Certified or Qualified Court Interpreter under the direction of the Indiana Supreme Court, Office of Judicial Administration (OJA). If the language is not available on the Indiana Supreme Court Registry, then the Interpreter 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 Certified or Qualified Court 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 Interpreter funds can be used to reimburse an interpreter that is non-qualified and non-certified.

- **Telephonic Interpreters.** Telephonic interpreters (e.g., Language Line Solutions, etc.) are not Certified or Qualified Court Interpreters. Telephonic interpreters must be qualified on the record and should only be used as a last resort, and only for non-evidentiary, routine hearings lasting 30 minutes or less. The fund recipient must use Certified or Qualified Court Interpreters for all other in-court proceedings.
- **Qualified Court Interpreter.** An interpreter who has been duly trained and qualified under the Indiana Supreme Court, Office of Judicial Administration (OJA) for a language that is not on the list of available National Center for State Courts oral examination.
- **Certified Court Interpreter.** An interpreter who has been duly trained and certified under the direction of the Indiana Supreme Court, Office of Judicial Administration (OJA) for a language that is on the list of available National Center for State Courts (NCSC) oral examinations. The list of available languages for NCSC oral examinations includes: Arabic, Bosnian/Serbian/Croatian, Cantonese, Filipino (Tagalog), French, Haitian Creole, Hmong, Khmer, Korean, Mandarin, Polish, Portuguese, Russian, Spanish, Turkish, and Vietnamese.

5. OJA will no longer make direct payments to telephonic interpreter service providers. The fund recipient is responsible for paying any provider directly for telephonic interpreter services, including but not limited to Language Line Solutions. The fund recipient may request reimbursement for these expenses from the Interpreter funds awarded under this Funding Agreement. To receive reimbursement, the fund recipient must submit a completed claim voucher along with supporting documentation—such as an invoice from the service provider—verifying the expense.

6. The fund recipient will submit yearly financial reports on forms provided by the Interpreter program manager and on a schedule determined by the Indiana Office of Judicial Administration.

7. Interpreter funds will not be disbursed in advance or in a lump sum. Interpreter funds will be disbursed only upon grantee's submission of a Claim Voucher on the form designated and provided by the Interpreter program manager. The fund recipient shall submit Claim Vouchers via email to Supreme Court Payables at [supt.payables@courts.in.gov](mailto:supt.payables@courts.in.gov). If there is usage in a given month, the fund recipient is required to submit at least one invoice for that month. Claiming for multiple months at once is not permitted and may result in delays in processing.

8. Seventy-five percent (75%) of the Interpreter funds must be expended by the fund recipient by **April 15, 2027** (the "Benchmark"). Interpreter 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 fund recipient fails to comply with Court Interpreter Funding Program Terms and Conditions; or (2) the OJA concludes that it is not likely that the fund recipient will meet the Benchmark.

By signing below, I the undersigned grantee hereby certifies that funds received through the 2026 - 2027 Court Interpreter Funding 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 Interpreter funds in this or future grant years.

Fund Recipient:

Judge's Signature: \_\_\_\_\_

Judge's Name: \_\_\_\_\_

Court/County: \_\_\_\_\_

Date: \_\_\_\_\_

6/3/2026