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WESTERN DISTRICT OF NEW YORK

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FOR IMMEDIATE RELEASE

The United States District Court for the Western District of New York has amended its ***Plan for the Administration of the District Court Fund*** effective immediately. In addition, the *Guidelines Governing Reimbursement from the District Court Fund* as well as the *District Court Fund Reimbursement Voucher* have been modified to incorporate the following major changes:

- Reimbursement limit increased from \$1,200 to \$1,800 per client represented;
- Prior approval threshold of a single expense increased from \$100 to \$250;
- Paragraph entitled "Use of the Fund" replaced with an itemized listing of possible permitted uses taken directly from the *Guide to Judiciary Policies and Procedures*;
- Clarification added to restrict the source of monies;
- Procedures added outlining the requirement that all funds be held at a designated financial institution versus the U.S. Treasury; and
- Statement added to dictate the investment of the funds as prescribed by the *Guide to Judiciary Policies and Procedures*.

All vouchers submitted for reimbursement must comply with the new amendments. Expenses must continue to be itemized with supporting documentation. Nonconformance will result in those costs being disallowed.