



UNITED STATES DISTRICT COURT
DISTRICT OF CONNECTICUT

Notice Regarding Local Rule 83.10(f): Pro Bono Expenses – Incurring expenses

Attorneys appointed by the court to represent parties pro bono may seek reimbursement of certain litigation expenses. Requests to incur expense must be submitted in advance, by motion to the Court. Upon obtaining an order from the Court authorizing expenses, the attorney may incur expenses and then seek reimbursement.

Reimbursement will be made from the fund kept by the Clerk for the purpose of funding expenses that a party is unable to meet, in whole or in part. Because the fund has limited resources, expenses in excess of \$2000 per case require prior approval. Accordingly, if the litigation expenses in a given case are expected to exceed \$2000, the attorney must notify the Court in advance in the request to incur expenses.

Invoices for an approved expense, along with a copy of the order authorizing reimbursement, should be forwarded to: Finance Department, 141 Church Street, New Haven, CT 06510.

Failure to obtain authorization to incur expenses will not bar the appointed attorney from seeking attorney's fees or reimbursement for costs or expenses by filing a motion at the conclusion of the case pursuant to an applicable statute, regulation, rule or other provision of law. See Local Rule 83.10(g)1 and 3.

Robin D. Tabora
Clerk of Court

For complete information on the requirements of Pro Bono Panel Membership and your obligations as a Pro Bono Attorney, please read Local Rule 83.10 regarding the Civil Pro Bono Panel.

Any questions may be directed to the Staff Attorneys' Office by phone at (203) 579-5741 or by email at ProBono@ctd.uscourts.gov

Revised 11/6/13