

**FEDERAL PUBLIC DEFENDER
NORTHERN DISTRICT OF CALIFORNIA**

**PROCEDURE AND RATES
FOR THE PAYMENT OF INTERPRETERS**

EFFECTIVE OCTOBER 1, 2017

The maximum rate of payment for interpreters will be \$75.00 per hour, for all time including travel time, rounded up to the next full hour. There will be no half- or full-day caps on payment. An interpreter may further claim reimbursement for all out-of-pocket expenses reasonably incurred incidentally to the rendering of services, including case related travel by a privately-owned automobile, which should be claimed at the rate of 53.5 cents per mile, plus parking fees, ferry fares and bridge, road and tunnel tolls. Transportation should be claimed on actual expense basis. Receipts are required for any expenditure over \$25.00.

The invoice submitted for payment by the interpreter must be itemized. The actual times worked and times traveled must be separate line items. As mentioned above, these two items will be added together and then rounded up.

If the interpreter is given notice of cancellation of an appointment, at the interpreter's normal phone or email, at least 24 hours prior to the scheduled appointment or scheduled time of departure from residence, including weekends or federal holidays, no cancellation fee will be paid. If the interpreter is given notice of cancellation less than 24 hours before the scheduled appointment or time of departure from residence, including weekends or federal holidays, the Federal Public Defender's Office will compensate the interpreter with a cancellation fee. The cancellation fee will be paid based upon the anticipated duration of the assignment, not to exceed a maximum of two (2) hours.

An interpreter may not receive payment for the same half or full day from any federal court unit, CJA, or the Federal Public Defender's Office.