

FREQUENTLY ASKED QUESTIONS:

PUBLIC DEFENDER AND IDS EMPLOYEES:

IDS DIRECT PAYMENT OF NC STATE BAR DUES

1. Who is eligible to have their NC Bar dues paid by IDS, and what gets paid for?
 - A member of the North Carolina State Bar that is employed by IDS, a State Defender Office, or Public Defender Office when payment for NC Bar dues is issued (expected May 01, 2023).
 - **Note:** Each attorney is individually responsible for verifying with the State Bar that the payment was credited and that they are considered in compliance.
 - **Note:** *The NC Bar will not charge the \$25.00 Client Security Fund assessment for 2023.*
 - IDS will **not** pay for:
 - Local bar dues
 - Bar association dues
 - North Carolina State Bar late fees
 - Online payment convenience fees (currently \$8.00)
 - State Bar Paralegal Certification Application or Exam fees
 - Bar dues paid to any state Bar other than North Carolina.
2. What is the process for having employee Bar dues paid by IDS?
 - Judicial Branch employee records will be used to determine eligibility, NCAOC will submit a lump sum payment to the NC Bar.
 - Employees under IDS will have their dues paid from the IDS budget.
3. When and how will NC Bar dues be paid by IDS?
 - Payment will be issued by to the NC Bar on or around May 01, 2023.
 - The NC State Bar will post receipts to the attorney's user portal at <https://portal.ncbar.gov/>.
4. What if I already paid my Bar dues?
 - AOC is processing reimbursements for ALL judicial branch employees—including those employees paid out of the IDS Budget.
 - If you pre-paid out of pocket for your 2023 State Bar Dues, you are

encouraged to submit the “Reimbursement of Authorized Petty/Emergency Purchases” form ([AOC-A-7](#)) with the payment receipt to AccountsPayable@nccourts.org for processing.

- If you have questions about when reimbursements will be issued, please reach out to AccountsPayable@nccourts.org.

5. Is this a permanent, recurring program?

- IDS can only pay bar dues if sufficient funding is available in a given fiscal year. This is assessed from year to year.

6. Are, receipt funded (grant or contract) employees eligible for Bar dues payment by IDS?

- Yes. Reimbursements will be allowed from grant/contract funds if the budget allows and supports the expense. If the grant/contract budget approved by the funding agency does not allow the bar dues expense, please have your hiring authority contact the Accounts Payable team in the Fiscal Services Division (accountspayable@nccourts.org) for a special authorization form.

7. What if there are not enough grant/contract funds to cover Bar dues payment?

- If the grant/contract budget approved by the funding agency lacks sufficient funds to cover the parking or bar dues expense, please have your hiring authority contact the Accounts Payable team in the Fiscal Services Division (accountspayable@nccourts.org) for a special authorization form.