

FREQUENTLY ASKED QUESTIONS:

PAYMENT OF 2024 NC STATE BAR DUES FOR STATE EMPLOYEES WHO ARE PAID FROM THE IDS BUDGET

1. **Is this a permanent, recurring program?**

- *No*, not necessarily - IDS can only pay bar dues if sufficient funding is available in a given fiscal year; this is assessed from year to year.

2. **Who is eligible to have their NC Bar dues paid by IDS?**

- Any 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. Note: IDS will **not** impose a one-year-of-state-service requirement.

3. **What is covered, what do I need to do?**

The NC Bar:

- Will not charge the \$25.00 Client Security Fund assessment for 2024.
- The NC Bar will charge a \$25.00 CLE fee for 2024.
 - **This \$25.00 will be paid by NCAOC, using IDS funds.**
 - You must complete your 2023 CLE Annual Report Form (ARF) in **February 2024** to report your CLE activities and comply with the requirements.
 - After your annual report is completed and you are directed to the payment page, **choose the “mail-in check” option.**
 - NCAOC will pay this fee on your behalf, using IDS funds, as part of a single, consolidated payment to the State Bar. ****No further action is required on your behalf for payment.**
- **Note:** Each attorney is individually responsible for verifying with the State Bar that the \$325.00 Bar Dues payment is credited, and that the attorney is considered in compliance. The attorney is responsible for logging onto the NC Bar portal and making any and all attestations required by the NC Bar.

- If you were eligible but already paid the NC Bar, NCAOC will automatically issue a reimbursement with no action needed on your part.
 - If you believe that you were eligible and your dues were not paid, complete this short [form](#) by March 1st.
- In addition to the CLE fee, **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.
4. **What is the process for having state employee Bar dues paid by IDS?**
- DO NOT pay your dues directly to the NC Bar. No action is needed on your part.
 - Judicial Branch employee records will be used by NCAOC to determine eligibility.
 - Employees under IDS will have their dues paid from the IDS budget.
5. **When and how will the NC Bar dues be paid?**
- Payment for all eligible employees will be issued in one lump sum by the NCAOC to the NC Bar.
 - The NC State Bar will post receipts to the attorney's user portal at <https://portal.ncbar.gov/>.
6. **Are receipt-funded (grant or contract) employees eligible for Bar dues payment?**
- Yes. Bar dues 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 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.