


UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF PUERTO RICO



To: Members, Criminal Justice Act ("CJA") Panel Committee
District of Puerto Rico

CC: Francisco J. Adams, Esq.
CJA District Representative

From: 
Hon. Aida M. Delgado-Colón
U.S. District Court Judge
Chairperson, CJA Committee

Date: May 13, 2025

Subject: Important Information on Upcoming Interruptions to CJA Voucher Payments

I write to inform the members of the CJA Panel of Attorneys of two upcoming developments that will affect the processing and disbursement of CJA vouchers in the coming months, as outlined in memoranda issued by the Administrative Office of the U.S. Courts ("Administrative Office") on April 30 and May 5, 2025.

1. Temporary Suspension of Payments Due to System Upgrade (June 11–26, 2025)

Beginning Wednesday, June 11, the Administrative Office will initiate a national upgrade of the Judiciary Integrated Financial Management System (JIFMS), the judiciary's accounting and payment system. The system will remain offline through Thursday, June 26, 2025. While the system is offline, the Administrative Office will be unable to issue any payments, including payments to vendors, jurors, and travel vouchers. During this downtime:

- **The eVoucher system will remain open and accessible for all users.**
- **The Clerk's Office staff and judicial officers in the District of Puerto Rico will continue to review and audit all submitted vouchers as usual. Audited vouchers will remain in the system available to the Administrative Office (for processing of payment) until JIFMS resumes operations.**
- Vouchers certified for payment by Thursday, June 5 will be included in the final pre-downtime disbursement on Friday, June 6.
- Vouchers certified for payment after the deadline will be held in queue and processed by the Administrative Office for payment sequentially after access to JIFMS resumes on June 27, with disbursements expected by July 4, 2025.

2. Anticipated Payment Deferral Due to FY 2025 Funding Shortfall (Beginning July 23, 2025)

To address a nationwide funding shortfall in the Defender Services appropriation, the Administrative Office anticipates a deferral of CJA panel payments beginning on or about July 23, 2025, lasting an estimated 49 business days. This deferral will occur shortly after the JIFMS upgrade is complete and is being implemented at the national level. During the funding deferral period:

- **The eVoucher system will remain open and accessible for all users.**
- **The Clerk's Office staff and judicial officers in the District of Puerto Rico will continue to review and audit all submitted vouchers. Audited vouchers will remain in the system available to the Administrative Office (for processing of payment) until funding becomes available.**
- Vouchers certified for payment after the announced start date of the funding shortfall will be held in queue and processed sequentially by the Administrative Office after the beginning of the new fiscal year on October 1, 2025.

3. Local Interim Voucher Authorizations

To help mitigate the impact of the expected delays, the District of Puerto Rico has implemented the following temporary authorizations through **September 30, 2025**:

- CJA-appointed counsel in non-capital cases may submit interim vouchers once a Change of Plea Hearing has been completed, regardless of whether final sentencing has occurred.
- In non-capital cases, experts not hired to conduct mental competency evaluations (paid by the Department of Justice) may submit interim vouchers for services rendered more than six months after the date of court approval, provided that the amounts claimed do not exceed the total compensation authorized by the presiding judicial officer, when applicable.
- We encourage all CJA panel members to use this time to file any older or outstanding vouchers that remains pending submission.
- Additionally, counsel is urged to promptly re-file any vouchers that have been returned by the Clerk's Office for correction or clarification, so that they may be processed without further delay. (Based on the data currently available, there are 10 of these vouchers outstanding).

The District of Puerto Rico strongly encourages counsel to make use of these interim billing options where applicable and to continue submitting their vouchers in a timely manner. Filing interim vouchers and continuing to submit claims throughout both the JIFMS system upgrade and the funding deferral period will help ensure that vouchers are reviewed and queued for payment by the Administrative Office as early as possible, minimizing delays once disbursement resumes.

Thank you for your continued commitment to the fair administration of justice. Should you have any questions regarding this notice, contact the Clerk's Office CJA section at PRDdb_CJA@prd.uscourts.gov.

cc. District and Magistrate Judges,
District of Puerto Rico

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