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DISTRICT OF DELAWARE

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NOTICE: Upcoming Delays and Deferrals in CJA eVoucher Payments (Summer 2025)

Dear CJA Panel Attorneys and Experts:

Please review this message carefully for important updates regarding Criminal Justice Act (CJA) payments and key dates.

Summary of Payment Schedule Changes

Normal Payment Period

Vouchers approved now through June 4, 2025: Payments will be processed as usual.

Temporary Payment Delay (System Upgrade)

Vouchers approved June 5, 2025 – June 26, 2025: Payments will be delayed due to a financial system upgrade. Payments will resume in early July.

Normal Payment Period Resumes

Vouchers approved June 27, 2025 – July 22, 2025: Payments will be processed as usual. Note: July 22 is an estimated date and may be subject to change.

Payment Deferral (Fiscal Year Funding Shortfall)

Vouchers approved July 23, 2025 – September 30, 2025: Payments will be deferred until October 1, 2025, when new fiscal year funding becomes available.

Additional Details

June 2025 Delay (System Upgrade)

- The Administrative Office (AO) is upgrading the Judiciary Integrated Financial Management System (JIFMS) in June 2025.
- Vouchers approved on or after June 5, 2025, will not be paid until at least July 7, 2025.
- You can continue to use eVoucher and Vendor Manager System during this period.
- Automated emails may still indicate payment approval, but actual payments will be delayed until early July.

July–September 2025 Deferral (Funding Shortfall)

- Due to a fiscal year 2025 funding shortfall, payments for vouchers approved from July 23, 2025, through September 30, 2025, will be deferred.
- Payments will resume on October 1, 2025, with the new fiscal year's funding.
- You can continue to submit and manage vouchers in eVoucher and Vendor Manager System.
- Automated approval emails may still be sent, but payments will not be processed until after October 1, 2025.

We sincerely apologize for any inconvenience these delays and deferrals may cause and greatly appreciate your continued service on behalf of indigent clients. If you have any questions or need further clarification, please contact the Clerk's Office.