

LITTLE RIVER BAND OF OTTAWA INDIANS – TRIBAL COURT

ADMINISTRATIVE ORDER: 2025-04 COURT APPOINTED ATTORNEY FEE SCHEDULE and GUIDELINES

WHEREAS: The Tribal Courts Ordinance #12-300-01, Article V. Organization and Operation of the Tribal Courts System, Section 5.01 Duties and Powers of the Chief Judge at subsection a. the Chief Judge shall initiate policies concerning the internal operations and at subsection f. to perform any act of duty or enter any order necessarily incidental to carrying out the purposes of the section; and

WHEREAS: The Tribal Court in accordance with the Constitution, appointing attorneys for parties that come before it in criminal matters, guardianship/conservatorship, and abuse/neglect matters. The Court sets the following fees and guidelines for attorney billing.

Payment for court appointed attorneys (CAC) and guardians ad litem (GAL) shall be \$120.00 per hour for legal work and \$50.00 per hour for travel to a child's home or institution in preparation for hearings (GAL), and \$30 per hour for travel to and from Court when traveling from the CAC or GAL's place of business is more than 40 miles round trip. All billings are subject to the following:

Court appointed attorneys and guardians ad litem may bill for:

1. Time in Court hearings, in person and via zoom.
2. Time spent in preparation for the hearing.
3. Time spent preparing and filing pleadings.
4. Time spent during phone/text or in person meetings with client.
This includes time for making a call and leaving a message if no answer, and sending/receiving/responding to a text message, but is limited to 5 minutes spent.
5. All time must be actual time and not exaggerated.

Court appointed attorneys appointed to multiple files for the same client when those files/cases are initiated within 2 months of each other, shall bill as follows:

1. First file at the full rate.
2. Each additional file:
 - A. Initial preparation of file – full rate.
 - B. All other services rendered shall be billed at 50%.
 - C. If the additional matters are heard on a date separate from the other file(s), billed at the full rate.

CAC and GAL may not bill for:

1. Postage
2. Copying
3. Printing
4. Paralegal time
5. Allowing client to use attorney's phone

Court appointed attorneys may petition the Court for extra-ordinary services for consideration.

All billing statements must be submitted to the Court within two weeks of completion/close of the case, or as directed by the Court Administrator or Judge. All statements will be reviewed and approved by the Chief Judge prior to payment.

This Administrative Order amends Administrative Orders 2009-001, and 2021-006, and is effective November 14, 2025, and shall not be applied retroactively.

Date: November 14, 2025


Hon. Angela Sherigan

