



## MEMORANDUM

**TO:** All LSC Program Directors

**FROM:** Helaine M. Barnett, President

**DATE:** December 6, 2004

**SUBJECT:** Program Letter on Serving Client Eligible Individuals with Limited English Proficiency

---

Attached is a Program Letter and Guidance to LSC Programs providing LSC's expectations and suggested approaches to the delivery of legal services to client eligible individuals with limited English proficiency (LEP).

Many individuals contributed significantly to the development of the Program Letter and Guidance, and I would like to thank everyone who contributed to this effort. They include representatives from the LSC Leadership and Diversity Advisory Committee and LSC programs including Neil Dudovitz and Kate Meiss (Neighborhood Legal Services of Los Angeles). The Program Letter and Guidance responds to

many of those comments.

The Program Letter addresses the responsibility of LSC funded programs to provide services to client eligible individuals who do not speak English well or at all that are equal to the services they provide to eligible individuals who speak English without difficulty. While limited resources and locally determined

are required, LSC programs should be held to the same standards as those required by the U.S. Department of Justice (DOJ) for all recipients of DOJ funding, but place it in the context of civil legal services providers.

I hope that the Program Letter and Guidance are helpful as you attempt to improve services to this significant population.