



# Limited English Proficiency (LEP) Resource Guide

## Knowledge & Information Services

### [NCSC Publications and Resources](#)

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#### **NCSC Publications and Resources:**

[NCSC Documents](#) relating to court interpretation.

[NCSC Library's Digital Archive](#) on court interpretation.

Uekert, Brenda K. "[The Court's Capacity to Provide Protection Orders: The Case of Limited English Proficiency](#)." Family Violence Forum 3, no. 3 (Fall/Winter 2004). The Family Violence Forum's Web site provides preliminary findings on the National Center for State Courts' research concerning the ability of courts to provide protection orders for petitioners with limited English proficiency.

Uekert, Brenda K. "[Serving Limited English Proficient Battered Women: A National Survey of the Court's Capacity to Provide Protection Orders](#)." NCSC Research Project descriptions. The research project seeks to collect nationwide information on the access non-English-speaking women have to protection orders and to identify potential model court practices to be implemented in the future.

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#### **Online Publications and Resources:**

##### **LEP Laws & Compliance**

[LEP Resolutions and Case Law](#). LEP Task Force. The National LEP Task Force Web site provides information on the organization's advocacy for the rights of individuals who have limited English proficiency through support of the laws, regulations, and policies, which prohibit discrimination based on language and cultural differences.

[Executive Order 13166: Improving Access to Services for Persons with Limited English Proficiency](#). Civil Rights Division. U.S. Department of Justice, Coordination and Review Section. Listed here are Title VI-related guidance, links, and resources on Executive Order 13166, which require federal agencies to improve access to services by individuals with Limited English Proficiency (LEP).

[Commonly Asked Questions and Answers Regarding Executive Order 13166](#). U.S. Department of Justice, Civil Rights Division. This page provides information concerning Executive Order 13166, which addresses current issues of meaningful access to individuals with limited English proficiency, through a question-and-answer format.

“[Lawsuit Challenging HHS Guidance on Services for LEP Persons Dismissed](#).” National Immigration Law Center. Immigration Rights Update 19, no. 3 (March 31, 2005).

[LEP: Thinking Outside the Box](#) in delivering service to all persons regardless of race, color, or national origin. LEP.gov. This document describes how to affirm LEP access and compliance in federal and federally assisted programs.

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## **LEP Policies & Policy Guidance**

[Letter to the State Court Administrators on LEP Policies and Procedures](#). U.S. Department of Justice (December 1, 2003). The Civil Rights Division of the U.S. Department of Justice sent this letter to court administrators across the country to discuss the impact of Executive Order 13166 concerning people with limited English proficiency.

[Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons](#). U.S. Department of Justice. Federal Register 67, no. 117 (June 18, 2002). This report from the Department of Justice provides information and guidance concerning Executive Order 13166 and its implementation across the country.

[Comments to the Department of Justice Regarding Guidance on Limited English Proficiency](#). Asian and Pacific Islander American Health Forum. This letter and subsequent report present the APIAHF’s position and findings concerning the prohibition of discrimination based on national origins and limited English proficiency by the recipients of federal financial assistance.

[LEP Policy Guidance](#). Health and Human Services. This page provides policy guidance from the Office for Civil Rights concerning the prohibition of national-origin discrimination concerning persons with limited English proficiency.

[LEP Policy Guidance](#). Federal Register 67, no. 117 (January 17, 2001). Office of Civil Rights. U.S. Department of Justice. The General Services Administration (GSA) is publishing policy guidance on prohibition against national-origin discrimination as it affects limited English proficient persons. GSA provides this policy guidance for its recipients of federal financial assistance to ensure meaningful access to federally assisted programs and activities for persons with limited English proficiency.

[Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons](#). Health and Human Services. This HHS Web page is a policy-guidance document that gives the background and legal history of Ex. Order 13166, provides guidance to complying with this order, outlines who is covered by the order, and answers a host of questions regarding the order.

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## **Tips & Tools for Serving LEP Clients**

[Supporting Limited English Communities](#). U.S. Department of Justice. Office of Justice Programs (July 2005). This 22-page report summarizes results from a survey that determined the extent to which people with limited English proficiency (LEP) are being served in Weed and Seed communities. The report also provides tips on how to develop LEP programs.

Khashu, Anita, and Kari Almo. [Translating Justice: A Guide for New York City's Justice and Public Safety Agencies to Improve Access for Residents with Limited English Proficiency](#). New York: Vera Institute of Justice, 2005. The Translating Justice report is intended to provide guidance for the agencies of criminal and juvenile justice in New York City concerning persons with limited English proficiency to support the needs of individual government agencies and their respective clients.

[Executive Order 13166: Limited English Proficiency Resource Document: Tips and Tools from the Field](#). U.S. Department of Justice, Civil Rights Division, September 21, 2004.

[Chapter 5: "Tools Specific to Courts."](#) Executive Order 13166: Limited English Proficiency Resource Document: Tips and Tools from the Field. U.S. Department of Justice, Civil Rights Division, September 21, 2004.

[Expanding Legal Services: Serving Limited English Proficient Pacific Asian and Pacific Islanders](#). Los Angeles: Asian Pacific American Legal Center, 2003.

[Promising Practices for Legal Service Providers Who Serve the LEP Population](#). National Limited English Proficient Advocacy Task Force. These Web pages provide examples of several programs across the United States that provide specialized services to LEP clients.

[LEP Information and Resources](#). Health and Human Services. These Web pages provide fact sheets and guidance to programs serving LEP clients and answer LEP questions.

[Increasing Access to Persons with Limited English Proficiency](#). National Immigration Law Center Issue Brief (August 7, 2003). This seven-page issue brief provides helpful information about providing access to LEP clients.

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## **LEP & Domestic Violence**

Patterson, Lupita. [Model Protocol on Services for Limited English Proficient Immigrant and Refugee Victims of Domestic Violence](#). Seattle: Washington State Coalition Against Domestic Violence, 2002. The goals of this protocol and model policy are to support domestic violence agencies in the state of Washington to increase and extend their services to immigrant women whose first language is not English. Recommended policies and procedures are outlined in this report.

[Chapter 4: "Tips and Tools Specific to Domestic Violence Service Providers and Specialists."](#) Executive Order 13166: Limited English Proficiency Resource Document: Tips and Tools from the Field. U.S. Department of Justice, Civil Rights Division, September 21, 2004. This text instructs domestic violence workers in providing assistance to victims with limited English proficiency by identifying the need in the community, identifying language resources, and utilizing other resources for LEP victims of domestic violence.

Hamm, Carolyn. ["Reducing Language Barriers to Combating Domestic Violence: The Requirements of Title IV."](#) Battered Women's Justice Project. This document provides support and planning for supporting victims of domestic violence with limited English proficiency by determining the program's obligation to provide LEP services, implementing a language-assistance plan, and identifying the types of language-assistance services available. It also explains the specific requirements for state agencies, including law enforcement, prosecutors, courts, corrections, and shelter programs.

Chen, Judy. ["Lessons from Asians and Pacific Islander Domestic Violence-Related Homicides and Suicides."](#) Washington State Coalition Against Domestic Violence. See the section

discussing “Consistent Themes Regarding Experiences of Women with Limited English Proficiency.”

Medina, Adelita M., and Jessica F. Vasquez. [Developing Linguistically and Culturally Responsive Materials for Latina Survivors of Domestic Violence](#), 2nd ed. New York: National Latino Alliance for the Elimination of Domestic Violence, 2004.

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### **Sample LEP Policies & Plans**

Minnesota LEP Court Plans:

- [Hennepin County LEP Plan.](#)
- [Grant/Pope County Court LEP Plan.](#)
- [Renville County District Court LEP Plan.](#)
- [Dakota County District Court LEP Plan.](#)
- [Lac qui Pare County District Court LEP Plan.](#)

[Dane County Wisconsin Circuit Court Language Assistance Plan.](#) Dane County, Wisconsin.

[LEP Policy of the Washington Department of Developmental Disabilities.](#) Olympia, Washington.

[LEP Plan from the Legal Services Corporation](#)

[Draft Policy on Serving Persons with LEP.](#) Legal Services Corporation.

[LEP Plan and Planning Process for Legal Aid of Western Missouri.](#) Legal Services Corporation.

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### **Miscellaneous LEP Reports & Resources**

[National LEP Advocacy Task Force.](#) “The National LEP Advocacy Task Force advocates for the rights of individuals in the U.S. described by the federal government as (LEP).”

The [Legal Services Corporation](#) has compiled a list of documents and reports relating to serving clients with limited English proficiency. Links are provided to a number of articles, projects, and Web sites, including [LEP.gov](#).

[The Summit/Lorain Project: Resource Document for Law Enforcement: Interpretation and Translation Services.](#) Summit County Sheriff Department and the City of Lorain (Ohio) Law Enforcement. Report focuses on policies and procedures for law-enforcement officers to serve and protect limited English proficient persons.

[Language Barriers to Justice in California.](#) California Commission on Access to Justice, September 2005. This report discusses the growing need for court interpreters, the applicable law, the problem, and the effect on the courts. The commission's findings and recommendations are also reported.

[Chapter 1: “Litigants with Limited English Proficiency.”](#) Extracts from the Final Report of the Pennsylvania Supreme Court Committee on Race and Gender Bias in the Justice System. Friends of Farmworkers Web site.

## Articles and Reports

Boyd, Ralph F., Jr. "Improving Access to Services for Persons with Limited English Proficiency." *Police Chief* 70, no. 4 (April 2003):134-35. This article outlines the U.S. Justice Department's guidelines to recipients of federal financial assistance regarding the provision of meaningful access to funded services by individuals who are limited English proficient.

[Alexander v. Sandoval, 532 U.S. 575 \(2001\)](#). The U.S. Supreme Court has ruled that private individuals cannot sue a grantee to challenge the lack of LEP services provided under Title VI. Accordingly, the only remedy for an individual who is denied access to programs by lack of LEP services is to file a complaint with the Civil Rights Section of the Department of Justice or the Department of Health and Human Services.

### See also:

[Court Interpretation FAQs](#) and [Resource Guide](#). NCSC CourTopics Database.

[Consortium for State Court Interpreters](#). NCSC Research Services.

[Multicultural Issues and Domestic Violence Resource Guide](#). NCSC CourTopics Database (2005).

**Keywords:** Limited English proficient, linguistic minority, non-English, language proficiency, language access.

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