

Memo

To: Jennie Stapp, Stapp Librarian **To:** Montana State Library Commission

From: Cara Orban, Consortia Director **From:** Jennie Stapp, State Librarian

Date: March 20, 2019

Re: **Draft Limited English Proficiency (LEP) Policy**

At the suggestion of the Institute of Museum and Library Services (IMLS), and to comply with their federal funding requirements, the Montana State Library proposes the following LEP policy. This proposed policy was drafted by staff after conducting research about similar policies used by other states that receive IMLS funds as well as other Montana state agencies that receive federal funds.

Staff received no comments about this policy after presenting it to the Commission in February. Staff now requests that the Commission adopt this policy.