

POLICY ON COMMUNITY LEGAL EDUCATION MATERIALS
Adopted 17 February 1994

Preparation and dissemination of materials designed for general distribution to inform and educate persons eligible for free civil legal assistance regarding applicable laws and regulations and their legal rights and responsibilities (CLE materials) is a vital role of programs receiving funds from MLAC. To ensure that programs properly carry out that responsibility, the MLAC Board hereby adopts this policy applying to CLE materials:

All programs receiving funds from MLAC shall:

1. Establish by vote of the program's board of directors a policy requiring that all CLE materials be reviewed by the executive director of the program or his or her designee.
2. Such review shall ensure that all CLE materials are:
 - a. focused on the legal needs of clients;
 - b. conform to priorities established by the program's board of directors including, if authorized by the board, the production of CLE material in areas in which the program does not otherwise provide legal assistance;
 - c. accurately describe the relevant legal principles and the reader's rights and responsibilities under the law;
 - d. use language which is clear and understandable by clients and which does not convey the appearance of impropriety by the program.
3. The MLAC Board as authorized by ' 7 of c. 221A may require the return to MLAC of any funds used in violation of this policy.