

## MEMORANDUM

**TO:** All Executive Directors

**FROM:** Helaine M. Barnett

**DATE:** December 8, 2005

**SUBJECT:** Program Letter 05-03 on LSC Guidance on Programs' Response to Hurricane Katrina

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On September 9, 2005, I sent a memorandum to all Executive Directors on the subject of LSC guidance on programs' response to Hurricane Katrina. Because the issues discussed in that memorandum will have an impact on LSC programs for several years, LSC has now updated the memorandum and is issuing it as Program Letter 05-03.

Programs should ensure that all staff are made aware of the contents of the program letter and that appropriate steps are taken to identify case files that represent legal services related to Hurricanes Katrina, Rita and Wilma. This designation will be important for CSR reporting and other compliance reviews that are done in the future.

Please feel free to contact Karen Sarjeant, Vice President for Programs and Compliance, should you have any questions about the contents of this program letter. Karen can be reached at 202-295-1645 or [sarjeantk@lsc.gov](mailto:sarjeantk@lsc.gov).

