



COMMUNITY CORRECTIONS FACILITIES AND PROGRAMS BUREAU FACILITY OPERATIONAL REQUIREMENT

Requirement:	FPB 6.2.438	LEGAL ACCESS FOR OFFENDERS
Effective Date:	10/03/2022	Page 1 of 1
Revision Date(s):	04/24/2026	
Signature/Title:	/s/ Scott Eychner, Rehabilitative and Enterprise Division Chief	

This requirement is referenced as *ACCD 3.3.200 Legal Assistance* in Section 3.K.5 Offender Management; Offender Rights; Legal Assistance, in the following contracts: Alternatives, Inc., Butte Prerelease, Gallatin County Reentry Program, Helena Prerelease, Passages, Elkhorn, Nexus, and START.

This requirement is referenced as *ACCD 3.3.200 Legal Assistance* in Section 2.2.10 Services; Offender Management; Offender Rights, in the following contracts: Connections Corrections Program (CCP) and WATCH.

I. PURPOSE

Community Corrections Facilities and Programs Bureau (FPB) contract facilities will assist offenders to access the courts to the extent specified in this requirement.

II. DEFINITIONS (see Glossary)

III. REQUIREMENTS

A. CONTRACT FACILITY STAFF SHALL NOT PROVIDE LEGAL ADVICE TO OFFENDERS.

B. CONTRACT FACILITIES WILL PROVIDE OFFENDERS WITH NECESSARY FORMS OR ACCESS TO NECESSARY FORMS FOR FILING THE FOLLOWING:

1. Civil rights complaints;
2. Post-conviction petitions;
3. Sentence review applications;
4. Notices of appeal; and
5. Habeas corpus petitions

C. FPB OFFENDERS WILL BE PROVIDED ACCESS TO NON-RESTRICTED:

1. FPB procedures and facility operating requirements;
2. Probation and Parole procedures; and
3. Department policies.

D. EACH FACILITY WILL ALLOW ATTORNEY ACCESS TO OFFENDERS.

E. AN OFFENDER MAY RETAIN ONLY THE OFFENDER'S OWN PERSONAL LEGAL PAPERS.

F. FACILITY STAFF WILL NOT RETALIATE AGAINST OR PENALIZE ANY OFFENDER WHO CHOOSES TO ACCESS THE COURTS OR CONDUCT LEGAL RESEARCH.

IV. CLOSING

Questions about this requirement should be directed to the Community Corrections Facilities and Programs Bureau.