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LANGUAGE ACCESS PLAN (LAP) FOR LIMITED ENGLISH PROFICIENCY PERSONS AND FOUR-FACTOR ANALYSIS

POWELL TOWNSHIP, MARQUETTE COUNTY, MICHIGAN

Purpose:

In compliance with Executive Order 13166 "Improving Access to Services for Persons with Limited English Proficiency" directs each Federal agency that is subject to Title VI to publish guidance for its respective recipients clarifying this obligation

Powell Township has developed the following Language Access Plan (LAP)/Four Factor Analysis for Limited English Proficiency (LEP) persons.

History:

Title VI of the Civil Rights Act of 1964 is the federal law which protects individuals from discrimination on the basis of their race, color, or national origin in programs that receive federal financial assistance. In certain situations, failure to ensure that persons who have limited English proficiency can effectively participate in, or benefit from, federally assisted programs may violate Title VI's prohibition against national origin discrimination. Executive Order 13166 applies to all federal agencies and all programs and operations of entities that receive funding from the federal government, including state agencies, local agencies, governments, private and non-profit entities, and sub recipients.

Persons who, as a result of national origin, do not speak English as their primary language and who have limited ability to speak, read, writes, or understand English may be entitled to language assistance under Title VI in order to receive a particular service, benefit, or encounter.

Four Factor Analysis:

The following analysis will serve as the guide for determining which language assistance measures Powell Township will undertake to guarantee access to the USDA Rural Development programs by LEP persons.

- 1) Number of proportion of LEP persons served or encountered in the eligible service population.
 - a. The community served are the residents and tax payers of Powell Township
 - b. According to the census track located at the following website:
<http://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml>
Approximately 100% of Powell Township population speaks only English according to 2017 census with 0% speaking any other languages
To the knowledge of staff members in the Township that there are LEP households for German and Spanish that may need assistance
- 2) The frequency with which the LEP persons come into contact with staff/employees through the programs offered.
 - a. Powell Township's interactions previously held with LEP persons through USDA-RD programs have seldom occurred. All citizen participation activities are open to the general public

- 3) The nature and importance of the program, activity, or service provided by the program to the LEP community.
 - a. In Powell Township there is not a geographic concentration of any one type of LEP individual within our service area and there is not be a designated LEP leader in the community to provide outreach to LEP individuals.
 - b. The township will have that LEP assistance is available upon request posted.
- 4) The resources available and costs to the recipient.
 - a. Free websites that can be utilized to translate written materials:
 - i. <https://translate.google.com>
 - ii. <https://www.bing.com/translator?ref=TTThis&&text=&from=&to=en>
 - b. Powell Township will maintain contact information of a Northern Michigan University person who may be able to interpret the LEP person over the phone.
 - c. Powell Township will provide internal training to the board members and deputies to ensure appropriate assistance is provide to all LEP individuals.

Given our completed analysis, the limited LAP measures we have identified are reasonable and appropriate given the resources available in our service area to serve LEP persons.

Certification of Language Access Plan:

As a result of the preceding Four-Factor Analysis, Powell Township has identified the following types of language assistance to be provided on an as-needed basis by Powell Township throughout the implementation of federally funded programs.

If other populations of LEP persons are identified in the future, we will consider additional measures and make every effort to serve the language access needs of those persons.

Passed and adopted by the Township of Powell, county of Marquette, Michigan, on the

18th day of December 2018 and approved by Township Supervisor on this 18th day of December 2018



 Darlene Turner, Supervisor

Attest: 

 Samantha Morin, Clerk

Yeas: Hudson
Erickson
Turner
Morin

Nays: _____

Absent: Stanley
