

**TOWN OF MANY
PARISH OF SABINE**

RESOLUTION # 9 of 2024

**A RESOLUTION ADOPTING A LANGUAGE ACCESS PLAN FOR LIMITED
ENGLISH PROFICIENCY PERSONS FOR THE LCDBG PROGRAM**

WHEREAS, the Town of Many desires to obtain Louisiana Community Development Block Grant (LCDBG), Local Government Assistance Program (LGAP), Disaster Recovery Unit (DRU), and Community Water Enrichment Fund (CWEF) funds; and

WHEREAS, Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000(d) and Executive Order 13166 require that recipients of federal funds take responsible steps to ensure meaningful access by persons with Limited English Proficiency (LEP Persons);

NOW, THEREFORE BE IT RESOLVED that the following Language Access Plan for Limited English Proficiency Persons is adopted for use by the Town of Many to comply with requirements for federal funding;

**2024 State of Louisiana
Town of Many
Language Access Plan for Limited English Proficiency Persons**

I. Introduction

Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000(d) and Executive Order 13166 require that recipients of federal funds take responsible steps to ensure meaningful access by persons with Limited English Proficiency (LEP persons). The Town of Many is a recipient of federal funds for a portion of its programs and, thus obligated to reduce language barriers that can preclude meaningful access by LEP persons to Many's Programs. The Town has prepared this Language Access Plan (LAP), which defines the actions to be taken to ensure meaningful access to agency services, programs, and activities on the part of persons who have limited English proficiency.

In preparing this LAP, the Town of Many conducted a four-factor analysis, considering (1) the number or proportion of LEP persons eligible to be served or likely to be encountered by the Town or its federally funded programs, (2) frequency with which LEP persons come into contact with the Town's programs, (3) nature and importance of the program, activity, or service to people's lives, and (4) resources available and costs. The Town will review and update, on an annual basis, this LAP in order to ensure continued responsiveness to community needs.

II. Description of Covered Program(s)

The Town of Many administers the following federal and state grant program(s):

A. Louisiana Community Development Block Grant Program (LCDBG)

The LCDBG Program is a federally funded (HUD) program which provides grants to units of local government in non-entitlement areas for the development of viable communities by providing a suitable living environment and expanding economic opportunities, principally for persons of low and moderate income. Grants are made to these communities for primary needs such as potable water, water for fire protection, sewer, streets, and economic development activities.

B. Local Government Assistance Program (LGAP)

LGAP funds are used to assist units of local government for needed infrastructure and long-term capital improvements in rural areas. The LGAP Program is designed to fill the gaps where there are no federal or other funds available to assist a unit of local government with an identified high priority need. Priority is given to those projects which identify and resolve basic human health and safety needs.

C. Disaster Recovery Unit (DRU)

HUD CDBG Disaster allocations dedicated to recovery from Hurricanes Katrina, Rita, Gustav, Ike, and Isaac. These funds have and continue to be allocated to recovery in the storm-impacted areas.

D. Community Water Enrichment Fund (CWEF)

The purpose of the Community Water Enrichment Fund (CWEF) is to assist units of local government with funding for needed infrastructure and long-term capital improvements for potable water projects in rural areas. The CWEF Program is designed to fill the gaps where there are no federal or other state funds available to assist a unit of local government with an identified high priority need for potable water improvements. Priority is given to those projects which identify and resolve basic human health and safety needs.

III. **Four-factor Analysis**

The following four-factor analysis will serve as the guide for determining which, if any, language assistance measures the Town of Many will undertake to provide access to the covered programs for LEP persons.

A. Number or proportion of LEP persons eligible to be served or likely to be encountered by the Town of Many or its federally funded programs. Per the 2016-2020 American Community Survey 5-Year estimates, the Town's population is 2,571.

Approximately 96% of the Town's population speaks English, and 4% speak a language other than English. 0.3% of the Town's population speaks Spanish or Spanish Creole, and 0.5% speak other Indo-European languages and 0% speak Asian and Pacific Island Languages. No other ethnicity has a sizeable limited English proficiency.

The table below shows the LEP percentages for each of the above mentioned languages.

Language 1 (name)	Population That Speaks a Language Other Than English	LEP Number	LEP % of Total Many Population
Spanish/Spanish Creole	11	8	0.3%
Other Indo-European	79	12	0.5%
Asian and Pacific Island	1	0	0%

1. LCDBG – Eligible applicants to the LCDBG program are non-entitlement communities in Louisiana, which includes the Town of Many.
 2. LGAP – All Louisiana municipalities and parishes are eligible to apply for funds excluding the HUD entitlement cities: Alexandria, Baton Rouge, Bossier Town, Kenner, Lafayette, Lake Charles, Monroe, New Orleans, and Shreveport.
 3. DRU – The DRU translates actions plans into Vietnamese and Spanish based on census data for impacted areas.
 4. CWEF – All Louisiana municipalities and parishes are eligible to apply for funds excluding the HUD entitlement cities: Alexandria, Baton Rouge, Bossier Town, Kenner, Lafayette, Lake Charles, Monroe, New Orleans, and Shreveport.
- B. Frequency with which LEP persons come into contact with the programs
1. LCDBG – **Throughout the history of the LCDBG Program the Town has not encountered a LEP person.**
 2. LGAP – There are no direct beneficiaries of the LGAP; all funds are granted to local governments.
 3. DRU – DRU does not have any record of encounters with LEP persons.
 4. CWEF – There are no direct beneficiaries of the CWEF Program; all funds are granted to local governments.
- C. Nature and importance of the program, activity, or service provided by the program
1. LCDBG – While LCDBG programs deal mostly with public infrastructure, there is some direct benefit to the beneficiaries of sewer and water hook-ups on private property. Gathering of income data in order to determine income

level can result in contacting a LEP person(s). Also, CDBG has a Citizen Participation requirement in order for the Town to identify the community development needs and priorities. It will be necessary to ensure proper communication in order to complete these tasks.

2. LGAP – There is no direct benefit in this program.
 3. DRU – DRU has various types of programs and participates in direct benefit activities. Also, CDBG has a Citizen Participation requirement in order for the Town to identify the community development needs and priorities. It will be necessary to ensure proper communication in order to complete these tasks.
 4. CWEF – There is no direct benefit in this program.
- D. Resources available and costs to the recipient
1. LCDBG – Documents determined to be a vital will be translated when contact is made with an LEP person and a language is identified. If necessary, the document will be faxed or emailed to a telephone interpreter for immediate translation by phone. Language assistance measures will be determined as needed upon initial contact and language identification. Also, written translation is available through computer software.
 2. LGAP – No resources are needed, as there are not documents produced which are necessary for public viewing.
 3. DRU - Documents determined to be a vital will be translated when contact is made with an LEP person and a language is identified. If necessary, the document will be faxed or emailed to a telephone interpreter for immediate translation by phone. Language assistance measures will be determined as needed upon initial contact and language identification. Also, written translation is available through computer software.
 4. CWEF - No resources are needed, as there are not documents produced which are necessary for public viewing.

IV. **Actions to be taken by the Town of Many**

After careful consideration of the four-factors identified above, the Town of Many will take the following actions:

- A. The Town has appointed the following Language Access Coordinator to serve for all programs:
 1. Amie Brown, Town Clerk, P.O. Box 1330, Many, LA 71449
- B. The Town's LAP will be distributed to all Town's office employees.
- C. All Town office employees and the Language Access Coordinator will maintain and be trained to use an I Speak Language Identification Document for use during encounters with LEP persons. After the appropriate language has been identified, the Town's Receptionist will contact the Language Access Coordinator for further instructions. If the need to access services is identified either by phone or email, the Town's staff shall immediately contact their Language Access Coordinator who will take appropriate action to ensure meaningful communication.

CERTIFICATE


I, Amie Brown, Clerk of the Town of Many, hereby certify that the attached constitutes a true and accurate copy of a Policy, which UPON MOTION of Mary Brocato seconded by _Cherry Williams_, was adopted by the following Yea and Nay vote:

YEA: Perry, Darwin, Jackson NAY: none ABSENT: none

and the same was declared adopted by the Mayor on this 16th day of July, 2024.



Amie Brown, Clerk



Robert H. Hable, Jr., MAYOR
Town of Many, Louisiana