

## **RESOLUTION NO 6 OF 2024**

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

WHEREAS, the Village of Hosston 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 Village of Hosston to comply with requirements for federal funding;

#### **2024 State of Louisiana Village of Hosston 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 Village of Hosston 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 Hosston's Programs. The Village 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 Village of Hosston 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 Village or its federally funded programs, (2) frequency with which LEP persons come into contact with the Village's programs, (3) nature and importance of the program, activity, or service to people's lives, and (4) resources available and costs. The Village 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 Village of Hosston 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 Village of Hosston 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 Village of Hosston or its federally funded programs. Per the 2021 American Community Survey 5-Year estimates, the Village’s population is 298.

Approximately 99.0% of the Village’s population speaks English, and 1.0% speak a language other than English. 1.0% of the Village’s population speaks Spanish or Spanish Creole, and 0% 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.

<b>Language 1 (name)</b>	<b>Population That Speaks a Language Other Than English</b>	<b>LEP Number</b>	<b>LEP % of Total Hosston Population</b>
Spanish/Spanish Creole	3	0	1.0%

Other Indo-European	0	0	0%
Asian and Pacific Island	0	0	0%

1. LCDBG – Eligible applicants to the LCDBG program are non-entitlement communities in Louisiana, which includes the Village of Hosston.
  2. LGAP – All Louisiana municipalities and parishes are eligible to apply for funds excluding the HUD entitlement cities: Alexandria, Baton Rouge, Bossier Village, 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 Village, 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 Village 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 Village 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 Village 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 Village of Hosston**

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

- A. The Village has appointed the following Language Access Coordinator to serve for all programs:
  - 1. Kim Jaynes, Mayor, 15669 US Hwy 71, Hosston, LA 71043.
- B. The Village’s LAP will be distributed to all the Village’s office employees.
- C. All Village 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 Village’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 Village’s staff shall immediately contact their Language Access Coordinator who will take appropriate action to ensure meaningful communication.

**CERTIFICATE**

I, Hayden Linn, Clerk of the Village of Hosston, hereby certify that the attached constitutes a true and accurate copy of a Policy, which UPON MOTION of \_\_\_\_\_, seconded by \_\_\_\_\_, was adopted by the following Yea and Nay vote:

YEA:

NAY:

ABSENT:

and the same was declared adopted by the Mayor on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Hayden Linn, Clerk  
Village of Hosston, Louisiana