Limited English Proficiency Sample Plan

Name Grantee:	County of Webb
Community Population:	128
LEP population:	69

Languages spoken:
   1) by more than 5% of the eligible population or beneficiaries and has more than 50 in number; or
   2) By more than 1,000 individuals in the eligible population in the market area or among current beneficiaries.
	English and Spanish

Program activities to be accessible to LEP persons:	
☐	Public Notices and hearings regarding applications for grant funding, amendments to project activities, and completion of grant-funded project
☐	Publications regarding TxCDBG application, grievance procedures, *complaint procedures, complaint procedures, answers to complaints, notices, notices of rights and disciplinary action*, and other vital hearings, documents, and program requirements
☐	Other program documents: _____

Resources available to Grant Recipient:	
☐	Translation services: Translation services are always made available at all Public Hearings/Meetings. _____
☐	Interpreter services: Interpreter services are always made available at all meeting and Public Hearings. _____
☐	Other resources: _____ _____

Language Assistance to be provided:	
☐	Translation (oral and/or written) of advertised notices and vital documents for: Public Notices, Amendments to Project Activities, & Completion of grant-funded projects.
☐	Referrals to community liaisons proficient in the language of LEP persons Webb County Community Action Agency
☐	Public meetings conducted in multiple languages: Public Meetings are conducted in English and Spanish.
☐	Notices to recipients of the availability of LEP services: Included in all Public Hearing Notices
☐	Other services: _____

_____
Signature - Chief Elected Official or Civil Rights Officer

See also:
http://www.lep.gov/resources/2011_Language_Access_Assessment_and_Planning_Tool.pdf