

Limited English Proficiency

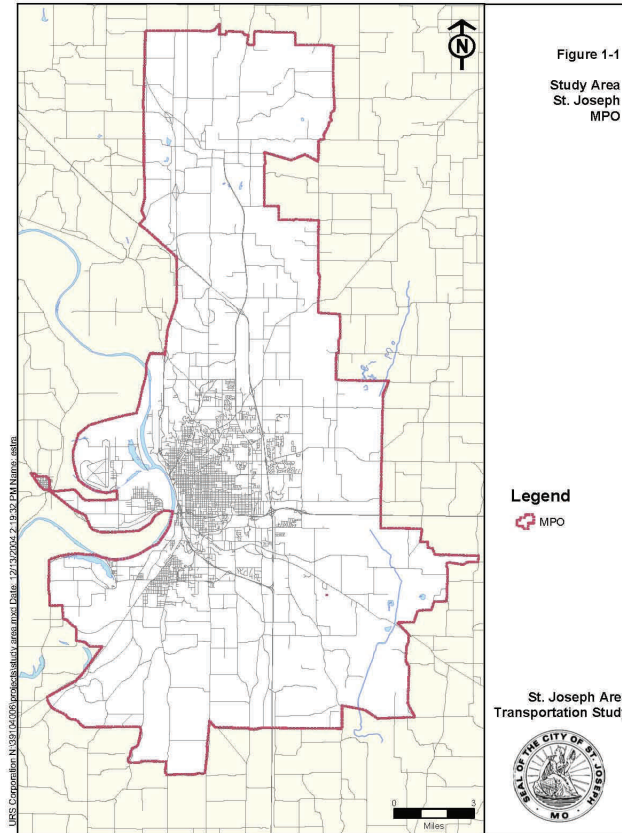
Policy

LEP persons are those whose proficiency in speaking, reading, writing, or understanding English, as a result of national origin, is such that it would deny or limit their meaningful access to programs and services provided by SJATSO if language assistance were not provided.

Proposed Actions

- ◆ Provide with advances notice of 24 hours, interpreter services at the Technical Committee and Coordinating Committee meeting. Interpreters include foreign language and hearing impaired.
- ◆ Maintain a list of those staff members who speak a language other than English to provide points of contact for persons needing information.
- ◆ Establish a list of qualified interpreters and businesses that can provide translation services in the event that a translation is needed.
- ◆ Provide a statement in notices and publications that interpreter services are available for the meeting listed above with 24 hours advance notice.
- ◆ Publication of MPO and federal complaint forms on the website.
- ◆ Post all notices of SJATSO's non-discrimination policies and information on the MPO website.

SJATSO Study Area



St. Joseph Area Transportation Study Organization (SJATSO)
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CIVIL RIGHTS ACT OF 1964
42 USC 2000(d)-2000(d)(1)

Title VI

Environmental Justice

Limited English Proficiency

Prepared by the

*St. Joseph Transportation Study
Organization (SJATSO)*

WHAT IS TITLE VI / ENVIRONMENTAL JUSTICE?

Overview

Environmental justice and Title VI are not new concerns. Because of the evolution of the planning process, they are now receiving greater emphasis. Addressing and understanding the unique needs of different socioeconomic groups is crucial in effective transportation planning. Title VI and Environmental justice considers the human environment.

Title VI / Environmental Justice

Under Title VI and related statutes, each Federal agency is required to ensure that no person is excluded from participation in, denied the assistance on the basis of race, color, national origin or low-income.

The Civil Rights restoration Act of 1987 clarified the intent of Title VI to include all program and activities of Federal-aid recipients, subrecipients and contractors whether those programs and activities are federally funded or not.

Responsibilities of the Transportation Planning Manager

The St. Joseph Area Transportation Study Organization (SJATSO) serves as the federally designated Metropolitan Planning Organization (MPO) for the region, and as such is responsible for ensuring that transportation programs utilizing federal funds in the St. Joseph region (see map on back) are based on a continuing, comprehensive, and coordinated planning process.

The Title VI Coordinator is responsible for

regulations and procedures set forth in federal guidance and according to SJATSO's Title VI Procedures Manual. In support of this, the Coordinator will:

- ◆ Identify, investigate, and work to eliminate discrimination when found to exist.
- ◆ Process Title VI complaints received by SJATSO, as described in Appendix 2 of the SJATSO Title VI Procedure Manual.
- ◆ Meet with appropriate staff members to monitor and discuss progress, implementation, and compliance issues related to SJATSO's Title VI Program.
- ◆ Periodically review the agency's Title VI program to assess if administrative procedures are effective, staffing is appropriate, and adequate resources are available to ensure compliance.
- ◆ If a federal funding recipient is found to not be in compliance with Title VI, work with staff involved with Consultant Contracts and the recipient to resolve the deficiency status and write a remedial action if necessary, as described in the Consultant Contracts section of this plan.
- ◆ Review important Title VI-related issues with the Chairperson, as needed.
- ◆ Assess communications and public involvement strategies to ensure adequate participation of impacted Title VI protected groups and address additional language needs when needed.

Title VI / EJ Addresses the Following Groups:

Title VI, the DOT Order on Environmental Justice and Executive

Order 12898 address persons belonging to any of the following groups:

- ◆ **Black**— a person having origins in any of the black racial groups of Africa.
- ◆ **Hispanic**— a person of Mexican, Puerto Rican, Cuban, Central or South America, or other Spanish culture or origin, regardless of race.
- ◆ **Asian American**— a person having origins in any of the original peoples of the Far East, Southeast Asia, and the Indian subcontinent, or the Pacific Islands.
- ◆ **American Indian and Alaskan Native**— a person having origins in any of the original people of North America and who maintains cultural identification through tribal affiliation or community recognition.
- ◆ **Low-Income**— a person whose household income (or in the case of a community or group, whose median household income) is at or below the U.S. Department of Health and Human Services poverty guidelines.

"No person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

- Title VI of the Civil Rights Act of 1964