



Appendix B

Limited English Proficiency Plan

Introduction and Purpose

In compliance with Title VI of the Civil Rights Act of 1964 and Executive Order 13166, *Improving Access to Services for Persons with Limited English Proficiency*, Matanuska-Susitna Valley Planning for Transportation (MVP) has established the following Limited English Proficiency (LEP) Plan to ensure that individuals with limited English proficiency may access all resources and services provided by our agencies. An “LEP individual” is defined as “an individual who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English” (EO 13166).

The purpose of this plan is to establish strategies for interacting with and providing services to LEP individuals to ensure equity and inclusion across beneficiaries. To prepare for the development of this plan, we conducted an analysis of the following four factors:

1. The number or proportion of LEP persons served or encountered in the eligible service population;
2. The frequency with which the LEP persons come into contact with the agency;
3. The nature and importance of the program, activity, or service provided by the agency; and
4. The resources available and costs to the recipient.

These four factors should be balanced to ensure that LEP persons can meaningfully access those services consistent with, and without unduly burdening, the fundamental mission of the agency. Language services may be provided as oral interpretation or written translation.

Identification and Assessment of LEP Communities

MVP will utilize the most recent American Community Survey (ACS) or Decennial Census data available within the Matanuska-Susitna Borough to update the Limited English Proficiency population maps. Mapping updates will occur in conjunction with major updates to the Title VI or LEP Plans. MVP will also collect demographic data from program participants and meeting attendees via optional sign-in sheets.

The table below shows the data available as of November 2023 for census tracts wholly or partially within the metropolitan planning area.

Primary Language	Number of people who speak English less than “very well”	Percentage of Total Population
Spanish	199	0.27%
Russian	437	0.59%
Other Slavic Language	429	0.58%
Total (including other primary languages)	1616	2.19%

Language Assistance Services

Based on the four-factor analysis, MVP will ensure members of the public know they have a right to request translated materials or interpretive services but will not translate materials or hire interpreters by default. While the transportation services provided by MVP are important (Factor 3) and LEP individuals are likely to come into contact with the program (Factor 2), the number of LEP persons in the

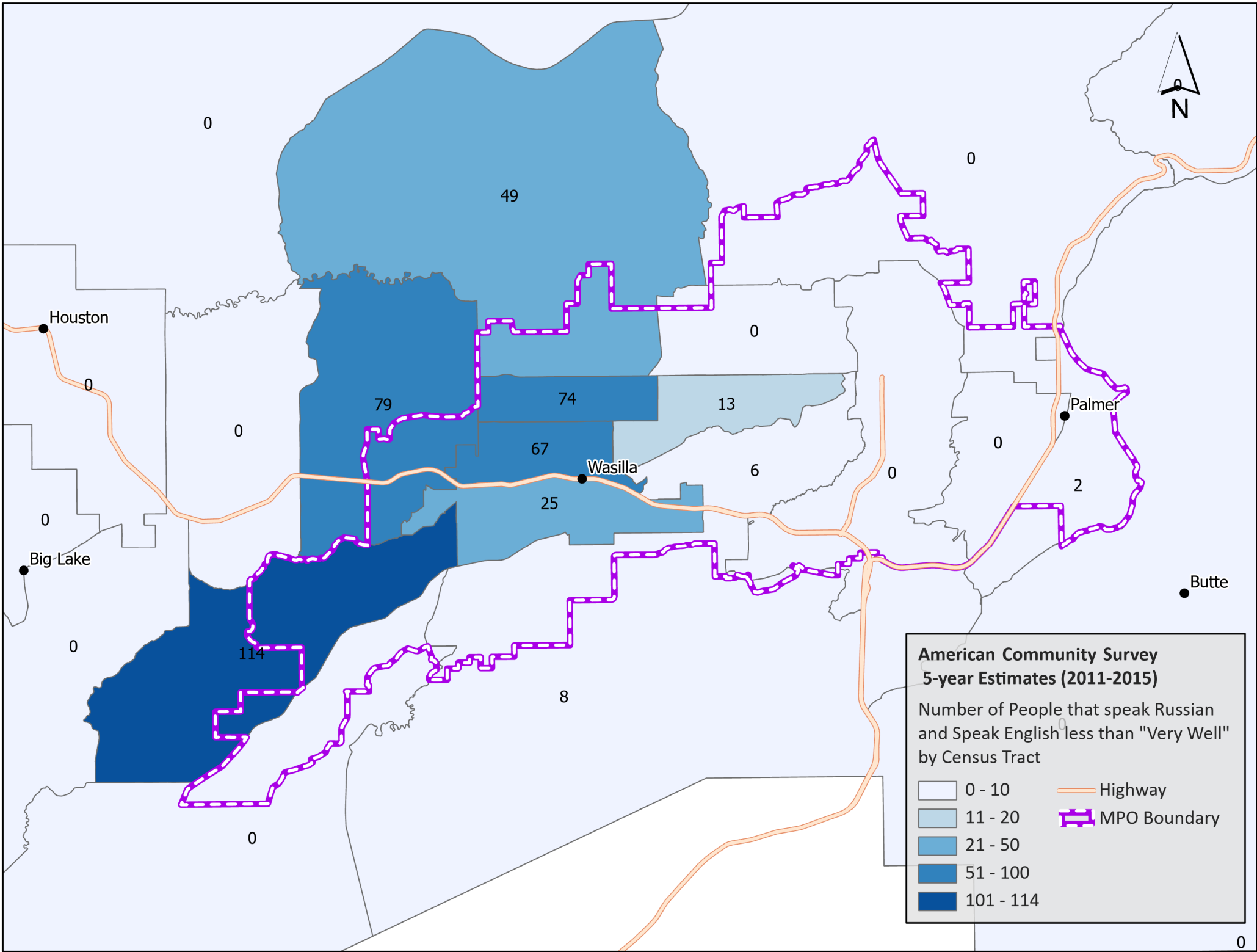
MPA is relatively low (Factor 1) and the time and cost burden for translating all written material would be high (Factor 4).

To ensure access to MVP services and programs, the Title VI coordinator and MVP staff will:

- Bring “I Speak” or Language Identification cards to public meetings to establish in which language interpretation and/or translation is required.
- Maintain a simple and effective Title VI webpage on the MVP for Transportation website.
- Respond promptly to requests for written translation of materials.
- Coordinate with services such as the Alaska Institute for Justice to provide interpretative services upon request.
- Maintain a record of all translation and interpretation requests.
- Provide language translations on the MVPMPO.com website.

Implementing, Monitoring, and Updating the Plan

The Title VI Coordinator is responsible for maintaining this plan alongside the Title VI Plan. The LEP Plan will be updated as necessary, or at least every five years, including a review of the most recent ACS or Decennial Census data and internal records of translation and interpretation requests.



Houston

Big-Lake

Wasilla

Palmer

Butte

0

49

0

0

79

74

13

0

67

6

0

25

0

0

2

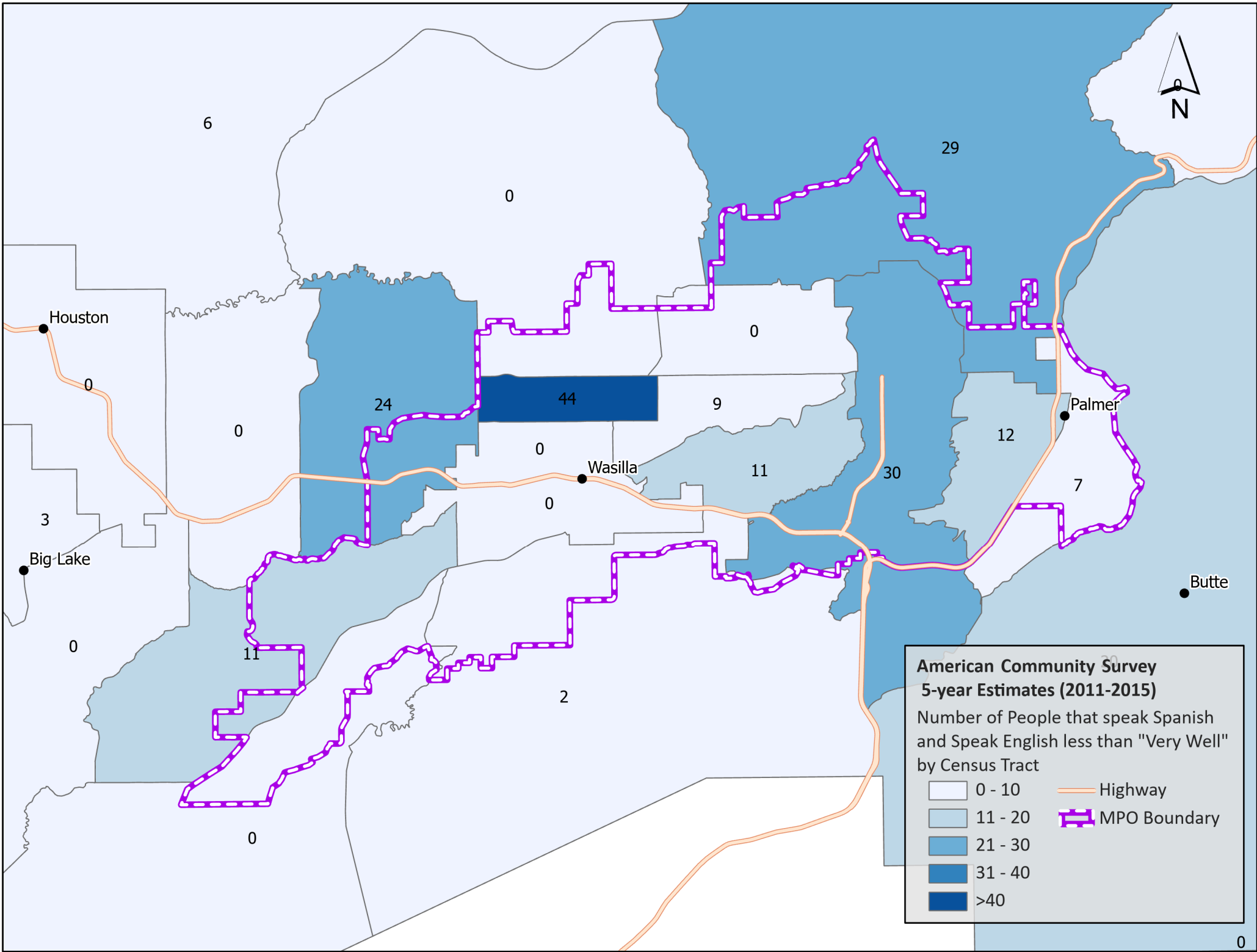
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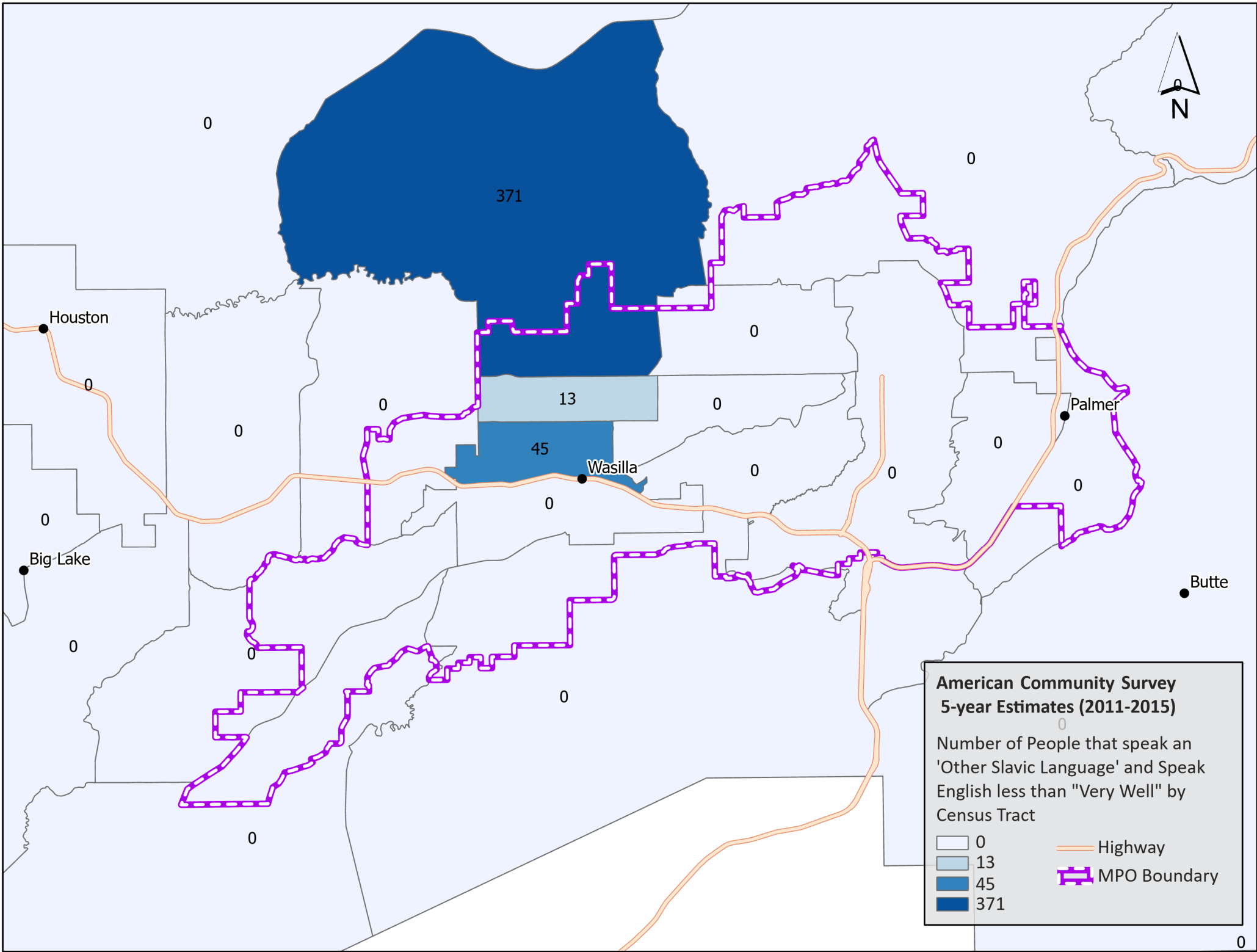
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





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**American Community Survey
5-year Estimates (2011-2015)**

Number of People that speak an 'Other Slavic Language' and Speak English less than "Very Well" by Census Tract

 0	 Highway
 13	 MPO Boundary
 45	
 371	