

Town of Seneca Falls

Limited English Proficiency Policy Statement

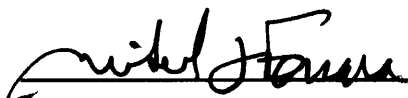
It is the policy of the **TOWN OF SENECA FALLS** not to discriminate against any person who is limited English proficient (LEP). In accordance with Title VI of the Civil Rights Act of 1964 and Executive Order 13166, the **TOWN OF SENECA FALLS** will take reasonable steps to provide LEP persons meaningful access to its programs and activities. This commitment applies to all of the **TOWN OF SENECA FALLS'** federally conducted programs and activities.

The **TOWN OF SENECA FALLS** hereby adopts a Language Access Plan (LAP) which articulates the **TOWN OF SENECA FALLS'** responsibilities, policies, and strategies for providing language assistance services to LEP persons. The LAP applies to all **TOWN OF SENECA FALLS** program areas and to all subdivisions. The **TOWN OF SENECA FLALS** intends for the LAP to evolve as we learn more about the many interactions with LEP persons and groups, and as we gain experience in providing language assistance services.

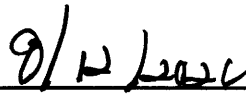
Providing appropriate language assistance will require identifying critical points of interaction with the LEP public, assessing LEP communities particular language assistance needs, and determining, with specificity, how to ensure meaningful access for LEP persons. The **TOWN OF SENECA FALLS** recognizes that many of these tasks are best addressed by the Department or Office, which often have more direct contact with the persons and communities requiring language assistance. The LAP is a general framework within which the Department or Office may develop more targeted solutions to the challenge of providing effective language assistance services. To spur the process, I direct each **TOWN OF SENECA FALLS** Department or Office to issue a memorandum:

- 1) emphasizing the importance of providing appropriate language-based access to the Department's or Office's programs and activities;
- 2) setting forth the Department's or Office's language access policy; and
- 3) assigning and naming managers and staff responsible for implementation.

The **TOWN OF SENECA FALLS** is committed to implementing and using the LAP at all levels of the **TOWN OF SENECA FALLS**. The **TOWN OF SENECA FALLS** will require all managers, supervisors and employees to join in working to eliminate limited English proficiency as a barrier to meaningful access to the **TOWN OF SENECA FALLS'** programs and activities.



Michael J. Ferrara, Town Supervisor



Date