



Nampa Highway District No. 1 Limited English Proficiency (LEP) Plan

April 3, 2013

This document provides the plan for Nampa Highway District No. 1 to meet the Limited English Proficiency (LEP) requirements of Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 (Public Law 100.259), and subsequent related acts.

Overview

Nampa Highway District staff will render language assistance to members of the public who exercise less than proficiency in English. This assistance will be in the form of spoken or written assistance.

Signs

Framed 8½” x 11” signs shall be posted in the District Lobby which read as follows:

- Language assistance is available for persons with limited English proficiency
- Asistencia de idiomas está disponible para las personas con habilidad limitada del Inglés

Language Assistance Manual

A Language Assistance Manual will be kept at the front desk in the District Lobby. The Manual will provide instructions for the following:

- Use of “I Speak” Language Identification Flashcards to determine the language spoken
- Identification of District personnel who speak languages other than English, and who can be called upon for translation
- Using the language translation hot-line

Four Factor Analysis

1. **Proportion of Eligible LEP Populations.** Census data for 2010 shows 7.2% of the population in Canyon County speaks English less than “very well”.
2. **Frequency LEP Persons Come in Contact With Program.** The only record of this was in December 2010, when a LEP person attended a District Commissioner meeting to discuss his application for a setback waiver. In that case, the applicant brought his own interpreter with him, and did not request nor present a need for assistance.
3. **Nature and Importance of Program, Activity, or Services Provided.** The most important service the District provides for LEP (as well as all other) persons, is providing

a safe, efficient, well maintained and comprehensive highway network. Secondary services include the issuing of approach and right-of-way use permits.

There has been no survey of the LEP community to date. As LEP persons are identified, they will be asked about how they can be better served. In April 2011, the District began requiring visitors to register in a guest book, where they are also requested to self-report their ethnicity. The records to date show a total of 174 visitors with the following self-reported ethnicity:

- No Response – 58 (33%)
- White – 106 (61%)
- Latino – 4 (2%)
- Asian – 4 (2%)
- Native American – 2 (1%)

4. **Resources Available.** LEP assistance costs to date have been negligible. The majority has been uncalculated staff time. The language translation hot-line cost is \$4.35 per minute, but to date has not been required. The District is prepared to render LEP assistance if and when requested, including document translation.