



**FOUR-FACTOR ANALYSIS
and
LANGUAGE ACCESS PLAN
FOR LIMITED ENGLISH PROFICIENCY
PERSONS**

**COMMUNITY DEVELOPMENT
BLOCK GRANT PROGRAM**

CITY OF STUART

Purpose: In compliance with Executive Order 13166, the City of Stuart has developed the following Four Factor Analysis/ Language Access Plan (LAP) for Limited English Proficiency (LEP) persons.

History: Title VI of the Civil Rights Act of 1964 is the federal law that protects individuals from discrimination on the basis of their race, color, or national origin in programs that receive federal financial assistance. In certain situations, failure to ensure that persons who have limited English proficiency can effectively participate in, or benefit from, federally assisted programs may violate Title VI's prohibition against national origin discrimination.

Persons who, as a result of national origin, do not speak English as their primary language and who have limited ability to speak, read, write, or understand English may be entitled to language assistance under Title VI in order to receive a particular service, benefit, or encounter.

City of Stuart Four-Factor Analysis: The following Four-Factor Analysis will serve as the guide for determining which language assistance measures that the City of Stuart will undertake to guarantee access to the City of Stuart Community Development Block Grant (CDBG) programs by LEP persons.

1. Number or proportion of LEP persons served or encountered in the eligible service population (served or encountered includes those persons who would be served by the recipient if the person received education and outreach and the recipient provided sufficient language services).

The City of Stuart utilized American Community Survey data (<https://www.lep.gov/maps/lma2015/Final>, Survey Data Table 2013 ACS LEP) Based on this data, the City of Stuart does meet the 1,000 or 5% LEP persons threshold for Spanish and Haitian Creole Language(s) identified.

The City of Stuart will ensure that any persons requiring a Spanish and Haitian Creole translator at public hearings will be provided one upon request. The City of Stuart will also ensure that all public notices will be published in both Spanish and Haitian Creole to ensure that this population has complete access to the information.

2. The frequency with which the LEP persons come into contact with the program.

The City of Stuart is unable to determine or anticipate the LEP representation of any project. However, all citizen participation activities are open to the general public.

3. The nature and importance of the program, activity, or service provided by the program.

The City of Stuart states that the importance of any proposed program, activity or service will be open to the general public and that access to public notices will be provided in Spanish and Haitian Creole. Further Spanish and Haitian Creole translators for such programs, activities, or services will be provided upon request.

4. The resources available and costs to the recipient.

Currently, the City of Stuart provides Notices of Public Comment in English in local papers and on their website. Additionally, translators will be made available upon request to provide oral translation services in Spanish and Haitian Creole at public meetings. Furthermore, many of the common forms used in the implementation of a CDBG project are available in multiple languages on the HUD and DOL websites, and there are free websites that can be utilized to translate some written materials. Additionally, translation activities are an eligible CDBG administrative expense. Therefore, limited LAP measures are reasonable given the resources available to the City of Stuart.

Euler P. Clarke

Chief Elected Official

Mayor, City of Stuart

3/10/2021

Date



City of Stuart
Language Access Plan

As a result of the preceding Four-Factor Analysis, the City of Stuart has identified the following types of language assistance to be provided on an as needed basis by the City of Stuart throughout the implementation of the CDBG program:

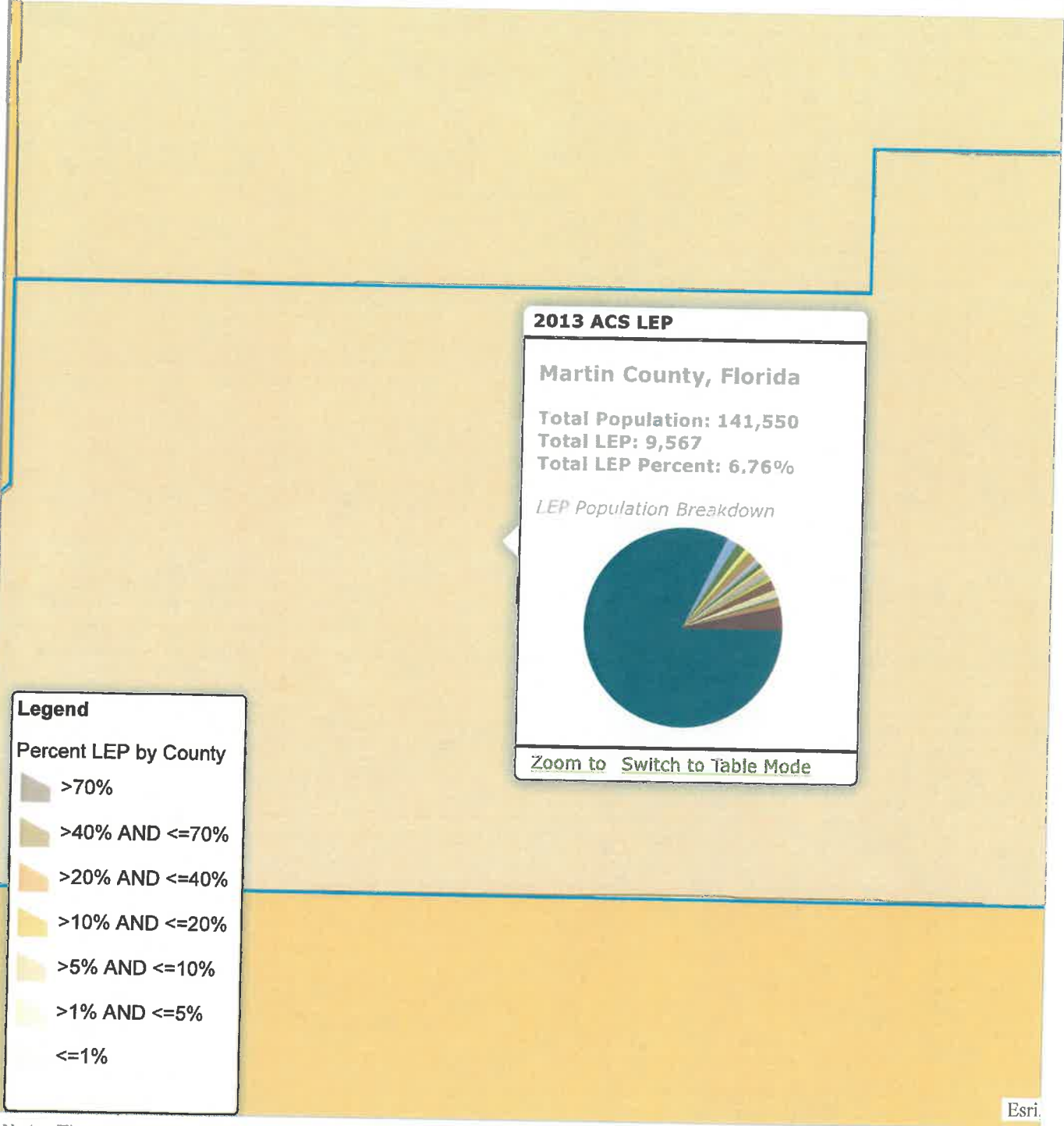
- All CDBG citizen participation documents, project-related resolutions, public notices, and amendments will be published in Spanish and Haitian Creole on bulletin boards at the City Commission Chambers and in public places throughout the proposed project area(s) and/or the community.
- Additionally, all published citizen participation advertisements will include a statement in Spanish and Haitian Creole indicating other program materials are available in Spanish and Haitian Creole upon request.
- All citizen participation notices will include a statement that translators will be available at public meetings upon prior request.
- If needed, a translator may be retained to provide oral translation in the field during the implementation of any project, activity or services.
- If other populations of LEP persons are identified in the future, the City of Stuart will consider additional measures to serve the language access needs of those persons.

Adopted:

APRIL 12, 2021
Date Adopted

Maugh Kinalecmc
Attest City Clerk

Euler P. Deane
Chief Elected Official
Mayor, City of Stuart



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Note: These maps are for informational purposes only. Although demographic language data may be useful in considering setting, federal and recipient agencies are required to provide meaningful access to all LEP individuals in delivering service under 13166. Recipients of federal financial assistance must comply with Title VI of the Civil Rights Act of 1964 and its implementation.

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