

ADMINISTRATIVE REGULATION 2023-07

MAYOR BLESSING A. MOBOLADE

DATE: November 1, 2023

TOPIC: Title VI of the Civil Rights Act of 1964 & Limited English Proficiency

LEGAL AUTHORITY: City Charter §§ 4-40 & 5-20
City Code §§ 1.2.301 & 1.2.314

1.0 Purpose and Scope: This Administrative Regulation establishes the framework for the City of Colorado Springs ("City") to develop a Language Access Plan ("LAP"). To ensure compliance with Title VI of the Civil Rights Act of 1964, the LAP will provide limited English proficient ("LEP") persons with meaningful access to City programs and activities that receive federal financial assistance.

2.0 Designation of Language Access Coordinator: The Manager of the City's Office of Accessibility shall serve as the Language Access Coordinator ("Coordinator").

3.0 Language Access Plan(s) ("LAP"):

3.1 The Coordinator has developed an initial Language Access Plan ("LAP") which shall be effective immediately and shall apply to all City operations, including all City departments, divisions, offices, agencies, and enterprises that receive federal financial assistance.

3.2 The Coordinator shall disseminate the LAP to all City operations, including all City departments, divisions, offices, agencies, and enterprises that receive federal financial assistance. If necessary, within 90 days of such dissemination, any recipient entity must provide the Coordinator with any requested LAP changes to address the provision of language access services to LEP persons, within its respective City department, division, office, agency, or enterprise. Prior to implementation, the Coordinator shall review and must approve any specific LAP developed by any City department, division, office, agency, or enterprise.

3.3 The Coordinator will conduct an annual review of the LAP(s). The Coordinator's annual review will be based on the LAP's actual date of implementation.

4.0 Miscellaneous:

4.1 This Administrative Regulation rescinds and replaces any prior administrative regulation on this topic.

4.2 This Administrative Regulation shall be effective as of **November 1, 2023** and shall remain in effect until amended or rescinded.

4.3 This Administrative Regulation shall be filed with the City Attorney and made available for public inspection on the City's website.



Blessing A. Mobolade, Mayor

APPROVED AS TO FORM:



Office of the City Attorney