

# CamTran

## LIMITED ENGLISH PROFICIENCY PLAN

### INTRODUCTION

Limited English Proficiency (LEP) is defined by the US Department of Transportation (DOT) as “individuals who do not speak English as their primary language and who have a limited ability to read, speak, write or understand English.” Cambria County Transit Authority (CamTran) has developed this LEP Plan to ensure LEP persons have meaningful access to CamTran’s programs, services and activities.

CamTran’s LEP Plan was developed utilizing the Federal Transit Administration Office of Civil Rights, April 13, 2007 handbook for Public Transportation Providers entitled “Implementing the Department of Transportation’s Policy Guidance Concerning Recipients’ Responsibilities to Limited English Proficient (LEP) Persons.”

CamTran is committed to ensuring that no person is excluded from participation in or denied the benefit of its services on the basis of race, color or national origin. This plan was prepared in accordance with Title VI of the Civil Rights Act of 1964: *National Origin Discrimination Against Persons with Limited English Proficiency* and Executive Order 13166: *Improving Access to Service for Persons with Limited English Proficiency (LEP)*.

### SERVICE OVERVIEW

CamTran is Cambria County's public transportation authority providing fixed-route, paratransit (Reserve-a-Ride) and Inclined Plane services. The primary service area is Cambria County. Three divisions operate these services, Urban (CamTran), Inclined Plane and Rural (CamTran+). Fixed route service is operated out of the Urban and Rural divisions. The Rural division operates paratransit service.

All transit service originates in Cambria County. There are two fixed routes that operate into adjacent counties. Route 36A provides service to Altoona, which is located in Blair County and Route 21 operates into Windber, which is located in Somerset County. On occasion, paratransit trips are operated to destinations in neighboring counties. The Inclined Plane customers are both commuters and tourists.

### PLAN SUMMARY

CamTran has developed this Limited English Proficiency Plan to help identify steps for providing language assistance to persons with limited English proficiency (LEP) who wish to access services provided by CamTran.

This plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training, how to notify LEP persons that assistance is available and information for future plan updates.