

Limited English Proficient (LEP) Contact Tracking Requirement

An Executive Order was given to all federal affiliate agencies and organizations including CSREES - Extension. The LEP Executive Order (Executive Order 13166) says that people who are LEP should have meaningful access to federally conducted and federally funded programs and activities. Executive Order 13166 requires that organizations create plans for ensuring that their own activities also provide meaningful access for persons who are LEP. A component part of this plan requires that we track those LEP individuals who are served by Extension programs.

Who are LEP Individuals?

Individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English can be limited English proficient, or "LEP." These individuals, when we have knowledge of their LEP are accounted for in the Extension contact information. The "added" column in the FOCIS Contact Report marked "LEP" provides a means for tracking contact with LEP individuals.

An Extension LEP plan is being developed for inclusion in the Extension Civil Rights Performance Plan.