

Using Demographic Data for LEP Determination

Effective: July 2015

Use the data from the ACS Summary Report and the OSPI School Report to determine if a Limited English Proficient (LEP) population exists within the project area. (ERS/ECS Part 4, Tab 7, Question 7e).

In the ACS Summary Report use the data from the line labeled ‘Speak English “less than well”’ (found on the second page of the report).

ACS Summary Report

POPULATION AGE 5+ YEARS BY ABILITY TO SPEAK ENGLISH			
Total	7,891	100%	349
Speak only English	6,299	80%	290
Non-English at Home ¹⁺²⁺³⁺⁴	1,592	20%	293
¹ Speak English "very well"	845	11%	225
² Speak English "well"	376	5%	154
³ Speak English "not well"	281	4%	189
⁴ Speak English "not at all"	91	1%	133
³⁺⁴ Speak English "less than well"	372	5%	189
²⁺³⁺⁴ Speak English "less than very well"	748	9%	211

Compare this with the % of students enrolled in the ‘Transitional Bilingual’ program on the OSPI school report.

OSPI Report

Special Programs		
Free or Reduced-Price Meals (May 2014)	484,363	45.9%
Special Education (May 2014)	139,601	13.2%
Transitional Bilingual (May 2014)	102,339	9.7%
Migrant (May 2014)	20,295	1.9%
Section 504 (May 2014)	25,591	2.4%
Foster Care (May 2014)	7,914	0.7%

In this example the ACS report shows on 5% of the population speak English less than well, but the school data shows almost 10% have limited fluency. This may be because the school boundary area is much larger than the project area. However, both tools report a percentage that exceeds the WSDOT’s LEP threshold (>5% of the population or 1000 persons). Therefore, you would report an LEP population is present in the study area.

Use the 2010 Census Data to determine which languages will need translation. In this example the census data shows that both Hispanic and Asian minority populations are present. Therefore it is reasonable to assume that you will need to translate information into Spanish.

2010 Census Report

Population by Race			
Total	8,480	100%	395
Population Reporting One Race	8,034	95%	1,260
White	6,332	75%	391
Black	516	6%	233
American Indian	231	3%	144
Asian	820	10%	246
Pacific Islander	31	0%	123
Some Other Race	105	1%	123
Population Reporting Two or More Races	445	5%	166
Total Hispanic Population	1,157	14%	378
Total Non-Hispanic Population	7,323		
White Alone	5,378	63%	326
Black Alone	508	6%	232
American Indian Alone	210	2%	144
Non-Hispanic Asian Alone	820	10%	246
Pacific Islander Alone	31	0%	123
Other Race Alone	8	0%	123
Two or More Races Alone	368	4%	159

You will need to contact the school to determine which Asian languages are present in the project area. The school contact information – phone and address -- is located at the top of the OSPI report. Ask for the person in charge of the school’s transitional bilingual program. They will usually be able to provide the information immediately over the phone especially if you explain that you are collecting data to help WSDOT do community outreach for a transportation project. Document the conversation in the ECS form with a simple statement such as, “LEP languages listed above were confirmed by school district staff.”