

- Lowndes County maintains an informal outreach procedure with area churches, ministers, religious and non-profit organizations. Information concerning the LAP policy will be posted on the Facebook page and at County Administration Building. Translation resources have been identified.
- When staff prepares a vital document, or schedules a meeting, then relevant vital documents, meeting notices, flyers, and agendas will be printed in an alternative language based on the known LEP population (Spanish language).

The following list of Vital HUD/CDBG Documents will be translated into the Spanish language and made available:

Vital Document	Timetable of Implementation
CDBG/CHIP Survey Forms	Prior to Pre-Application Public Hearing
CDBG Housing Rehabilitation/ Reconstruction/Down-Payment Assistance Application Forms & Materials	Prior to Pre-Application Public Hearing
CHIP Housing Rehabilitation/Reconstruction/Down-Payment Assistance Application Forms & Materials	Within 60 Days of Award
CDBG/CHIP Meeting Ads, Agendas and Meeting Information	Prior to any Public Hearings or Meetings
GA DCA/HUD Brochures and Posters	On Permanent Display and/or Printed As Required
Fair Housing Materials	On Permanent Display and/or Printed As Required
Contractor/Bid Documents	Printed As Required
Environmental Review Notices	Published as Required

Non-HUD/CDBG Vital documents that may require LEP Spanish language translation under Executive Order 13166 related to other departments and/or programs will be amended automatically to this LAP and listed as an Attachment to this original LAP, when submitted by the departments and/or programs.

As Lowndes County documents are reprinted the following statement will be added in English and Spanish: