Data Quality Record for Long-Term Performance Goals

Long-Term Performance Goal Text: By September 30, 2026, all EPA programs and regions will implement program and region-specific language assistance plans.

Corresponding Annual Performance Goal: Percentage of EPA programs and regions that have implemented program and region-specific language assistance plans.

Goal Number/Objective: Goal 2/Objective 2.2

NPM Lead: Office of General Counsel (OGC), External Civil Rights Compliance Office (ECRCO)

1a. Purpose of Long-Term Performance Goal:
This long-term performance goal (LTPG) will ensure EPA is in compliance with the obligation to provide meaningful access for persons with limited English proficiency to EPA “federally conducted” programs or activities as required by Executive Order (EO) 13166: Improving Access to Services for Persons with Limited English Proficiency (LEP).

1b. Performance Measure Term Definitions:
EPA programs and regions: To be determined. The starting point is the 41 national program sub-offices as listed below and EPA’s 10 regional offices. The External Civil Rights Compliance Office will be working with each national program to determine which sub-offices are implicated for this long-term performance goal.

National Program sub-offices:
- **Office of the Administrator**
  - Office of Children’s Health Protection; Office of Homeland Security; Office of Public Engagement and Environmental Education; National Center for Environmental Economics; Office of Regulatory Policy and Management; Office of Federal Activities; Office of Community Revitalization; Office of Environmental Justice; Office of Policy’s Climate Adaptation
- **Office of Air and Radiation**
  - Office of Air Quality Planning and Standards; Office of Atmospheric Programs; Office of Transportation and Air Quality; Office of Radiation and Indoor Air
- **Office of Chemical Safety and Pollution Prevention**
  - Office of Pesticide Programs; Office of Pollution Prevention and Toxics
- **Office of Enforcement and Compliance Assurance**
  - Office of Compliance; Office of Civil Enforcement; Office of Criminal Enforcement, Forensics, and Training; Office of Site Remediation Enforcement; Federal Facilities Enforcement Office
- **Office of Land and Emergency Management**
  - Office of Emergency Management; Office of Brownfields and Land Revitalization; Office of Underground Storage Tanks; Office of Resource Conservation and Recovery; Federal Facilities Restoration and Reuse Office; Office of Superfund Remediation and Technology Innovation
Implement: For this LTPG, the program or region-specific language assistance plan will have been implemented when the plan has been put into practice.

Program and region-specific language assistance plans: Plans that address all the requirements, including the four-factor analysis, consistent with EPA Order 1000.32 and technical assistance from ECRCO. The four factors are: (1) the number or proportion of LEP individuals in the eligible service population, (2) the frequency with which LEP individuals come in contact with the program, (3) the importance of the service provided by the program, and (4) the resources available to the EPA.

1c. Unit of Measure:
The percentage of EPA programs and regions.

2a. Data Source:
Each implicated national program sub-office and regional office will report their data quarterly, generally within the month after the end of a quarter, until all language assistance plans are in place. Points of contact for each national program sub-office and regional office will collect the data and enter it into a centralized database that the Agency uses for business automation processes (BAP).

2b. Data needed for interpretation of (calculated) Performance Result:
Quarterly targets are to be determined. When the data is entered into BAP, there is the capability to extract data to determine which national program sub-office or region has reported for that quarter. The FY 2022 baseline is 0.

3. Calculation Methodology:
Quarterly results will be calculated cumulatively, with the number of national program sub-offices and regions reporting for that period representing the numerator. The total number of implicated national program sub-offices and regions will be the denominator.

4. Quality Assurance/Quality Controls:
EPA Order 1000.32 sets forth EPA’s expectations and requirements to ensure the Agency’s compliance with EO 13166 and will be used to determine whether the language assistance plans meet the established requirements. ECRCO will work with leaders in EPA’s national programs and regions by providing technical assistance for developing and implementing program and region-specific language access plans.

5. Data Limitations/Qualifications:
Obtaining verification from national program sub-offices and regions that a program or region-specific language assistance plan has been implemented.

6. Technical Contact:
Lilian Dorka (ECRCO), 202-564-9649

7. Certification Statement/Signature:

I certify the information in this DQR is complete and accurate.

DAA Signature  Original signed by Elise Packard  Date 5/24/2022