



Legislation Text

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Int. No. 2393

By Council Members Vallone, Louis and Yeger

A Local Law to amend the administrative code of the city of New York, in relation to requiring the department of small business services to coordinate with community-based organizations for the purpose of providing information in certain specified languages

Be it enacted by the Council as follows:

Section 1. Chapter 10 of title 22 of the administrative code of the city of New York is amended by adding new section 22-1007 to read as follows:

§ 22-1007 Coordination with community-based organizations; language access. a. Definitions. For the purposes of this section, the following terms have the following meanings:

Covered languages. The term “covered languages” means Hindi, Nepali, Punjabi, Tibetan, Gujarathi and all designated citywide languages identified pursuant to section 23-1101.

Time-sensitive document. The term “time-sensitive document” means a document that is or will be distributed by the department and is valid only for a specified length of time, such as an application that must be completed prior to a specified date.

b. The commissioner shall identify community-based organizations that are proficient in one or more covered languages and are willing to assist in communicating information about department programs and opportunities to the public. To identify such community-based organizations, the department shall provide an application form to community-based organizations which requires any community-based organization that wishes to apply to:

1. Select the covered languages in which the community-based organization is proficient, with one

covered language being designated as primary;

2. Demonstrate in a manner specified by the commissioner that such community-based organization provides services in any language identified pursuant to paragraph 1; and

3. Provide proof that such community-based organization is a registered nonprofit.

c. The commissioner shall coordinate with the community-based organizations identified pursuant to subdivision b to communicate information about department programs and opportunities to members of the public who speak the covered languages. Such coordination shall include:

1. Providing such community-based organizations with a liaison at the department who can answer questions about such programs and opportunities;

2. Maintaining a mailing list to send information about such programs and opportunities to such community-based organizations;

3. Providing, to the extent practicable, time-sensitive documents to such community-based organizations at least 14 days in advance of the distribution of such time-sensitive documents to the general public for the purpose of ensuring such community-based organizations have adequate time to prepare materials and plans to communicate information about such documents in the applicable covered language, provided that such community-based organizations agree not to distribute such documents prior to the date they are distributed by the department; and

4. Directing individuals who speak covered languages to the appropriate community-based organizations.

§ 2. This local law takes effect 120 days after it becomes law.

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