



House of Representatives

General Assembly

File No. 646

January Session, 2025

House Bill No. 6477

House of Representatives, April 10, 2025

The Committee on Government Administration and Elections reported through REP. BLUMENTHAL of the 147th Dist., Chairperson of the Committee on the part of the House, that the bill ought to pass.

AN ACT REQUIRING A PLAN FOR THE TRANSLATION AND REVIEW OF ALL FORMS AND APPLICATIONS REQUIRED TO ACCESS STATE AGENCY SERVICES OR BENEFITS BY LIMITED-ENGLISH PROFICIENT INDIVIDUALS.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

1 Section 1. (NEW) (*Effective from passage*) (a) As used in this section, (1)
2 "individual with limited-English proficiency" means an individual
3 whose primary and preferred language is not English, and who has a
4 limited ability to read, speak, write or understand English, (2) "vital
5 record" has the same meaning as provided in section 7-36 of the general
6 statutes, and (3) "identification document" means a document that can
7 be used to verify the holder's identity, including, but not limited to, a
8 driver's license.

9 (b) Not later than January 1, 2026, the Commissioner of
10 Administrative Services shall develop a plan for the review and
11 translation of all printed or electronic forms or applications required to

12 access services or benefits provided by executive branch state agencies,
13 including, but not limited to, forms or applications necessary to access
14 vital records or to obtain identification documents, into the twelve most
15 common non-English languages spoken by individuals with limited-
16 English proficiency in the state based on the data in the most recent
17 American Community Survey published by the United States Census
18 Bureau. Thereafter, the commissioner shall update such plan as
19 necessary, but not less than every two years.

20 (c) Not later than February 1, 2026, each state agency in the executive
21 branch shall (1) adopt and implement the plan developed under
22 subsection (b) of this section and update such plan every two years
23 thereafter, and (2) designate a language access coordinator to work with
24 the Department of Administrative Services to ensure compliance with
25 such plan.

This act shall take effect as follows and shall amend the following sections:		
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Section 1	<i>from passage</i>	New section
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GAE *Joint Favorable*

The following Fiscal Impact Statement and Bill Analysis are prepared for the benefit of the members of the General Assembly, solely for purposes of information, summarization and explanation and do not represent the intent of the General Assembly or either chamber thereof for any purpose. In general, fiscal impacts are based upon a variety of informational sources, including the analyst's professional knowledge. Whenever applicable, agency data is consulted as part of the analysis, however final products do not necessarily reflect an assessment from any specific department.

OFA Fiscal Note

State Impact:

Agency Affected	Fund-Effect	FY 26 \$	FY 27 \$
Various State Agencies	App Fund - Cost	5,000,000	5,000,000
Department of Administrative Services	GF - Cost	780,000	530,000
State Comptroller - Fringe Benefits ¹	GF - Cost	93,633	93,633

Note: GF=General Fund; App Fund=All Appropriated Funds

Municipal Impact: None

Explanation

The bill creates various requirements relating to the development and adoption of a plan to translate all printed or electronic forms or applications required to access executive branch state agency services or benefits into the twelve most common languages spoken in the state besides English. The requirements include (1) the development of a plan by the Department of Administrative Services (DAS) by January 1, 2026, (2) the adoption of the plan by each executive agency by February 1, 2026, and (3) the designation of a language access coordinator to work with DAS to ensure compliance with the plan.

Developing the plan results in a one-time cost to DAS of \$250,000 in FY 26 to hire a consultant with the necessary expertise to develop the plan. Requiring each executive branch agency to translate and reproduce each of the approximately 1,500 applications results in one-

¹The fringe benefit costs for most state employees are budgeted centrally in accounts administered by the Comptroller. The estimated active employee fringe benefit cost associated with most personnel changes is 40.71% of payroll in FY 26.

time costs of \$5,000,000 to various agencies in FY 26. These costs are primarily attributed to technological updates to administrative systems and producing the non-web-based versions of these applications and forms. The requirement to ensure compliance with the plan requires two new employees within DAS with a total cost of \$323,633 (\$230,000 in salary and \$93,633 for fringe) and an additional cost of \$300,000 per year in consultant fees.

The Out Years

The annualized ongoing fiscal impact identified above would continue into the future subject to inflation. In addition, the bill requires the plan to be updated as necessary which results in potential future one-time costs to accommodate changes to applications and forms.

OLR Bill Analysis**HB 6477*****AN ACT REQUIRING A PLAN FOR THE TRANSLATION AND REVIEW OF ALL FORMS AND APPLICATIONS REQUIRED TO ACCESS STATE AGENCY SERVICES OR BENEFITS BY LIMITED-ENGLISH PROFICIENT INDIVIDUALS.*****SUMMARY**

This bill requires the Department of Administrative Service (DAS) to (1) develop a plan by January 1, 2026, for reviewing and translating all printed or electronic forms or applications required to access executive branch state agency services or benefits and (2) update this plan every two years. Federal law generally requires states to provide “meaningful access” to its benefits and services for people with limited English proficiency (see BACKGROUND).

The bill requires this plan to include translating forms and applications (1) necessary to access vital records (i.e. birth, death, fetal death, or marriage certificates) or to get identification documents and (2) into the 12 most common non-English languages spoken by people with limited English proficiency in the state, as determined based on the U.S. Census Bureau’s most recent American Community Survey. Under the bill, people with limited English proficiency are those whose primary and preferred language is not English and who have a limited ability to read, speak, write, or understand English.

By February 1, 2026, the bill requires each executive branch state agency to (1) adopt and implement this plan and update it every two years and (2) designate a language access coordinator to work with DAS to ensure compliance with the plan.

EFFECTIVE DATE: Upon passage

BACKGROUND***Federal Law***

Title VI of the Civil Rights Act of 1964 generally prohibits discrimination based on race, color, or national origin in any program or activity that receives federal funds or other federal financial assistance, which has been interpreted to include the requirement to provide “meaningful access” to individuals with limited English proficiency. Other federal laws, such as the Americans with Disabilities Act and Section 1557 of the federal Patient Protection and Affordable Care Act, place additional requirements on state and local governments to ensure individuals with limited English proficiency can access governmental benefits and services.

COMMITTEE ACTION

Government Administration and Elections Committee

Joint Favorable

Yea 13 Nay 6 (03/26/2025)