



Institute for Human Centered Design

## Design for Accessibility Needs Assessment Survey

The National Endowment for the Arts (NEA) recently awarded a new Cooperative Agreement for *Design for Accessibility* to the Institute for Human Centered Design (IHCD). This cultural accessibility initiative, jointly sponsored by the National Endowment for the Humanities and the Institute of Museum and Library Services (IMLS), will develop a comprehensive online technical assistance resource including legal requirements and guidance as well as information about local and national resources and precedents. IHCD will work closely with the NEA's Office of Accessibility's director, Beth Bienvenu, Ph.D.

Right from the start, we want to hear from you. We want to learn what type of information and resources would be most valuable to you. This is an opportunity to create a dynamic new resource that will ensure that the stunningly diverse US cultural community meets its civil rights responsibilities to people with disabilities while making more welcoming and satisfying experiences for all.

The time required to provide responses to the survey questions is estimated to be approximately 20 minutes. Your participation is voluntary. You will not receive any compensation for responding to the survey. You may decline to answer any questions you wish. Under the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid Office of Management and Budget (OMB) control number. The OMB control number for this survey is OMB No. 3135-0130 (expires 4/25/2014).

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**Questionnaire for US Cultural Administrators  
to Assess Needs for Accessibility and Universal Design Guidance**

*Please note that your responses are anonymous. However, if you would like to self-identify or would prefer to answer the questionnaire in a telephone interview, please provide your contact information at the end of the questionnaire.*

1. What type of organization do you work for? Responses can include: museum (specify type), gallery, presenting organization, performing organization, literary organization, media, library, university, other:

Your title:

2. How many paid staff members are in your organization?
3. Do you have a staff position(s) responsible for ensuring accessibility of your facility and/or programs? If so, what percentage of their time is dedicated to this function? 0-25% \_\_\_\_\_ 26-50%\_\_\_\_\_, 51-75%\_\_\_\_\_, 76-100%\_\_\_\_\_. Is this a volunteer or paid position?
4. How would you rate how well your organizational practices achieve equal participation for older adults and people with disabilities?  
1 (poor) 2 3 4 5 (strong)
5. How would you rate your organization's current physical accessibility for older adults and people with disabilities? 1 (poor) 2 3 4 5 (strong)
6. Does your staff typically receive regular training on federal requirements under Section 504 of the Rehabilitation Act, the Americans with Disabilities Act, and other laws and guidelines pertaining to accessibility? \_\_\_Yes \_\_\_No If so, what format does it take?  
(Check all that apply)  
\_\_\_ Workshops  
\_\_\_ Conferences  
\_\_\_ Online Training  
\_\_\_ Consulting  
\_\_\_ Other: \_\_\_\_\_

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7. Where do you turn most often for accessibility resources and assistance?  
(check all that apply)
- Local disability organizations
  - National disability service organizations
  - Regional ADA Centers
  - Online resources
  - State or Local Arts Organizations
  - Other: \_\_\_\_\_
8. Is your website accessible for people with disabilities?
- Yes
  - Somewhat
  - I'm not sure
  - No
9. Are your multi-media offerings (videos, podcasts, apps, multi-media presentations) accessible to people with sensory limitations (sight, hearing, speech, touch)?
- Yes
  - Somewhat
  - I'm not sure
  - No
10. What are your biggest challenges for meeting the goal of equal opportunity and experience for older adults and people with disabilities? Please rate low, medium, or high on all that apply:
- Lack of understanding about how to make progress toward compliance and inclusion
  - Lack of guidance regarding best practices and procedures
  - Insufficient financial resources
  - Lack of staff/leadership awareness of the needs of people with disabilities/older adults and the legal requirements
  - Lack of prioritization of accessibility by leadership
  - Lack of information on how to market to specific communities

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11. An organization's accessibility for older adults and people with disabilities (visitors/audience members/volunteers/staff/presenters/artists) will vary. When considering accessibility in your programs and facilities, please rate your needs for more specific information and resources about making your facilities and programs accessible—low, medium, or high—on all that apply:
  - Physical limitation (people with mobility, dexterity, strength, stamina limitations)
  - Sensory limitations (people with sight, hearing, speech, touch limitations)
  - Brain-based limitations (people with learning, developmental, mental health, cognitive limitations)
  - Older people who may have systemic changes in functional abilities as the result of age
  
12. How would you rate your knowledge about accessibility requirements for your facilities—or facilities that you lease—as it pertains to existing building and grounds, major renovation projects, or new construction? 1 (poor) 2 3 4 5 (strong)
  
13. How would you rate your knowledge about the accessibility requirements for programs, services, and activities? 1 (poor) 2 3 4 5 (strong)
  
14. What features would you most like to see in a new web resource— [select up to three (3)]
  - Easy navigation
  - In-depth profiles of best practices
  - Links to resources
  - Contact information for resources
  - Research studies and reports
  - Information about program accessibility
  - Information about physical accessibility (buildings, grounds, exhibits)
  - Information about creating a welcoming experience for people with specific types of limitations

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Please note that your responses are anonymous. However, if you would like to self-identify or would prefer to answer the questionnaire in a telephone interview, please provide your contact information. Would you like to receive a follow-up phone call?  Yes  No

### Optional Contact Information

Name (First, Last) \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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