

**Accessibility Questions**

5/5/16

Federal regulations require that all projects funded by the National Endowment for the Arts be accessible to people with disabilities. Complete this form and submit it to NEA Staff as requested.

<b>Organization Name:</b>		<b>Application/Grant Number:</b>	XX-XXXXXX
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1. Buildings and facilities (including projects held in historic facilities) are required to be physically accessible.

This can include, but is not limited to:

- ground-level/no-step entry, ramped access, and/or elevators to project facilities and outdoor spaces;
- integrated and dispersed wheelchair seating in assembly areas;
- wheelchair-accessible box office, stage/backstage, meeting, and dressing rooms;
- wheelchair-accessible display cases, exhibit areas, and counters;
- accessible studio, classroom, and work spaces;
- accessible artist residency studios and living spaces;
- wheelchair-accessible restrooms and water fountains; and
- directional signage for accessible entrances, restrooms, and other facilities.

**Explain how your project will meet this requirement:**

2. The programmatic aspects of the project are required to be accessible as either part of the planned activity or upon request, where relevant. This can include, but is not limited to:

- public contact information for requesting accommodations;
- accessible electronic materials and websites;
- print materials in alternative formats, such as large-print brochures/labels/programs, Braille, and electronic/digital formats;
- accommodations for performances, tours, and lectures, such as audio description, tactile opportunities, sign language interpretation, and real-time captioning;
- closed/open captioning of video and film; and
- assistive listening devices.

**Explain how your project will meet this requirement:**

See the **Guidelines** and Appendix A of the [General Terms & Conditions for Grants and Cooperative Agreements to Organizations \(FY 15 and later\)](#) for a list of National Policy and Other Legal Requirements, Statutes, and Regulations that govern awards.

For accessibility requirements see specifically, **Section 504 of the Rehabilitation Act of 1973, as amended**, (29 U.S.C. 794) as well as **The Americans with Disabilities Act of 1990 (ADA), as amended** (42 U.S.C. 12101-12213), implemented by the NEA at 45 U.S.C. 1151.

**Section 504 of the Rehabilitation Act of 1973, as amended**, provides that no otherwise qualified individual with a disability in the United States shall, solely by reason of his/her disability, be excluded from participation in, be denied benefits of, or be subject to discrimination under any program or activity receiving Federal financial assistance (29 USC 794).

Access should be integrated into all facets and activities of an organization, from day to day operations to long-range goals and objectives. Access accommodations and services should be given a high priority and funds should be available for these services. All organizations are legally required to provide reasonable and necessary accommodations for staff and visitors with disabilities.

**The Americans with Disabilities Act of 1990 (ADA), as amended**, prohibits discrimination on the basis of disability in employment (Title I); State and local government services (Title II); and places of public accommodation and commercial facilities (Title III) (42 USC 12101-12213). The ADA's requirements apply regardless of whether you receive federal funds.

**Note** that NEA grantees are required to have a **Section 504 Self-Evaluation Workbook** (or comparable document) on file. Guidance is provided by the NEA Civil Rights Office on its website:

<https://www.arts.gov/open-government/civil-rights-office/section-504-self-evaluation-workbook>

#### **Additional Resources**

<http://arts.gov/accessibility/accessibility-resources/publications-checklists-resources>

<https://www.access-board.gov/guidelines-and-standards/communications-and-it/about-the-section-508-standards/section-508-standards>)