

Accessibility Questions

Rev. 6/28/19

Federal regulations require all projects funded by the National Endowment for the Arts be accessible to people with disabilities. Please complete this form.

- **Offers and FY18 & later awards** - upload this form to [REACH](#)
- **FY17 & older awards**, email the form to grants@arts.gov

If you have questions regarding filling out the questionnaire contact the Arts Endowment’s Accessibility Office at (202) 682-5532 or accessibility@arts.gov. Additional guidance on accessibility requirements is available at the end of this form.

Application/Award #:		Date:	
Organization:			

1. PHYSICAL ACCESSIBILITY

Buildings and facilities (including projects held in historic facilities) are required to be physically accessible for the general public and employees. Physical accessibility 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.

In the box below, explain how your project will meet this requirement.

For State Arts Agencies / Regional Arts Organizations Partnership Agreements and Local Arts Agencies* **only** - address the physical accessibility of your venue(s) and office spaces, and how you obtain information about your subgrantees’ compliance.

**A unit of city or county government or officially designated to operate on behalf of its local government and that has been recommended for a subgranting project.*

2. **PROGRAMMATIC ACCESSIBILITY**

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

- public contact information and designation of an accessibility coordinator for requesting accommodations;
- accessible electronic materials and websites, including on-line application and grant systems (where relevant)
- 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.

In the box below, explain how your project will meet this requirement.

State Arts Agencies / Regional Arts Organizations Partnership Agreements and Local Arts Agencies **only** - address programmatic accessibility of your own initiatives/activities, including accommodations for employees, and how you obtain information about your subgrantees' compliance.

See the **Guidelines** and Appendix A of the [General Terms & Conditions for Grants and Cooperative Agreements to Organizations](#) 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.

Resources

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

Paperwork Reduction Act Statement

The public reporting burden for this collection of information is estimated at an average of one hour per response. This includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. We welcome any suggestions that you might have on improving the guidelines and making them as easy to use as possible. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: **webmgr@arts.gov**, attention: Reporting Burden. Note: Applicants/awardees are not required to respond to the collection of information unless it displays a currently valid U.S. Office of Management and Budget (OMB) control number.