



ACCESSIBILITY CHECKLIST FOR GRANTEES

Organization Name _____

Person Completing Checklist _____

Date Completed _____

Answering 'no' and 'not applicable' will not impact your grant funding but will alert you to accessibility issues that your organization should address during your next strategic planning process. Keep this checklist on file for future reference and review every three years. Do not send a copy to the Arts Council.

THE ORGANIZATION:	YES	NO	N/A
Has a designated person (staff/board member/volunteer) to oversee accessibility and Section 504/ADA compliance Name _____ Email _____ Phone _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Has a publicly stated policy or mission statement regarding accessibility	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Has an Access Committee that includes people with various disabilities to advise on access issues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Designates funds for accessibility accommodations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Has an Accessibility Self-Evaluation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Has an Accessibility Plan	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Has an accessible website	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Uses accessibility symbols in print, digital and online media	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reviews the accessibility checklist/self-evaluation/plan every three years	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

THE PROPOSED ARTS PROGRAMS INCLUDE:	YES	NO	N/A
Targeted activities that provide opportunities for underserved constituents to create or participate in the arts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Inclusive programs that provide opportunities for underserved constituents to create or participate in the arts with others	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

THE PROPOSED ARTS PROGRAMS INCLUDE:	YES	NO	N/A
Targeted outreach to bring arts programs to underserved constituents	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Inclusive outreach to bring underserved constituents to arts programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
A publicized procedure to request accommodations for people with hearing impairments, visual limitations or mobility difficulties	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Provide a checklist for each arts program location. If the facility is not owned/operated by your organization, review these statements with your intended location. If possible, select locations that fully comply with ADA/504 requirements. If not, request that the facility/venue make every effort to upgrade to compliance as soon as possible.

Location Name _____

Address _____

THE VENUE/FACILITY PROVIDES:	YES	NO	N/A
Designated accessible parking spaces with adjoining curb cuts, and an accessible route from parking to the venue entrance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ground-level entry, ramped access, and/or elevators to the venue	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Integrated and dispersed wheelchair seating in assembly areas including companion seating	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wheelchair-accessible toilet stall, including a 60" diameter or T-turn clear floor space, free of the door swing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Directional signage for accessible entrances, restrooms and emergency exits	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wheelchair-accessible box office, stage/backstage, meeting, and dressing rooms	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wheelchair-accessible display cases, exhibit areas, and counters	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Regularly maintained assisted listening services on site or online	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Accessibility symbols on signs and in print, digital and online media	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
A publicized procedure to request accommodations for people with hearing impairments, visual limitations or mobility difficulties	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Date of next review in three years: _____

Questions? Contact the Arts Council Accessibility Specialist at 307-777-7742 or arts@wyo.gov