

Accessibility Questions

For Offers and Awards

Rev. 11/19/24

Federal regulations require all projects funded by the National Endowment for the Arts be accessible to people with disabilities. Complete this form and upload to the NEA’s [REACH](#) site. If you have questions regarding the questionnaire contact the NEA’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. How are all the facilities where program activities taking place physically accessible to people with disabilities? (Individuals with disabilities may be staff, volunteers, artists, performers, teaching artists, students, participants, audiences and visitors with disabilities.) Physical accessibility may include, but is not limited to:

- ground-level/no-step entry, ramped access, and/or elevators to project facilities and outdoor spaces;
- wheelchair-accessible box office, stage/backstage, meeting, and dressing rooms;
- wheelchair-accessible restrooms and water fountains;
- directional signage for accessible entrances, restrooms, and other facilities; and
- accessible workspaces for employees.

In the box below, describe how your program activities are physically accessible.

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 with physical accessibility requirements.

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

2. PROGRAM ACCESSIBILITY

The programmatic aspects of the project are required to be accessible to people with disabilities. Individuals with disabilities may be audiences, visitors, artists, performers, teaching artists, students, staff, and volunteers, as either part of the planned activity or upon request, where relevant. How are all aspects of your program accessible to members with disabilities? Program accessibility can include, but is not limited to:

- Accommodations for performances, tours, virtual streamed events, conferences, and lectures, such as sign language interpretation, real-time captioning, and audio description;
- Print materials in alternative formats, such as large-print brochures/labels/programs, braille, and electronic/digital formats;
- Accessible and screen reader-compatible electronic materials, documents, websites, and virtual platforms, and inclusion of alternative text for images;
- Closed/open captioning and audio/visual description for video, film, television broadcasts, and virtual events;
- Auxiliary aids and devices, such as assistive listening devices.

In the box below, describe how your program is accessible to people with disabilities as part of your planned activities or as provided upon request.

FOR 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, if applicable.

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See the **Guidelines** and the [General Terms and Conditions](#) 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) and implemented by the NEA at 45 C.F.R. 1151, as well as **The Americans with Disabilities Act of 1990 (ADA), as amended** (42 U.S.C. 12101-12213).

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 people with disabilities. Individuals with disabilities may be audiences, visitors, artists, performers, teaching artists, students, staff, and volunteers.

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

<https://www.arts.gov/impact/accessibility/publications-checklists-and-resources>

[Webinar: Ensuring the Accessibility of Your Projects](#)

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.