**Facility Accessibility Checklist**

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| **Staff Knowledge** | **Yes** | **No** |
| Do staff recognize the importance of making people with disabilities feel welcome? |  |  |
| Do staff understand requirements to provide reasonable accommodations to program participants and volunteers with disabilities, unless determined that providing such an accommodation would cause an undue hardship? |  |  |
| Do staff understand that services and programs must be delivered in a setting that is as fully integrated as possible (meaning that program participants with disabilities participate alongside participants who are not disabled)? |  |  |
| Do staff understand that they must make reasonable modifications in services and programs to avoid discrimination against people with disabilities, unless determined that making these modifications would fundamentally alter the nature of the program? |  |  |
| Do staff understand that Extension is required to provide appropriate auxiliary aids and services to ensure that communication with program participants and volunteers with disabilities is as effective as communication with other individuals, unless this would result in a fundamental alteration in the nature of the service or activity? |  |  |
| Are staff aware that they cannot decide that an action, which would allow program access by a person with a disability, is unfeasible. Such decisions must be made by Extension Administration? |  |  |

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| **Parking & Building Access** | **Yes** | **No** |
| Are there reserved accessible parking spaces located closest to the accessible route and accessible building entrance? |  |  |
| Are accessible spaces marked with the International Symbol of Accessibility? |  |  |
| Do curbs on the pathway have curb cuts at drives, parking, and drop-offs? |  |  |
| If there are stairs at the main entrance, is there a ramp, lift, or alternative accessible entrance? |  |  |
| Is the entrance doorway at least 32 inches wide? |  |  |
| Is the door handle easy to grasp and open? |  |  |
| Is the threshold no more than ½ inch high? |  |  |
| Does the accessible entrance provide direct access to the main floor, lobby, or elevator? |  |  |
| Do all inaccessible entrances have signs indicating the location of the nearest accessible entrance? |  |  |

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| **Building Corridors** | **Yes** | **No** |
| Is the path of travel stable, firm, and slip-resistant? |  |  |
| Is the path of travel free of obstruction and wide enough for a wheelchair? |  |  |
| Are all public spaces on an accessible path of travel? |  |  |
| Is the accessible route to all public spaces at least 36 inches wide? |  |  |
| Can a person with a visual disability detect all objects protruding into the path with a cane? |  |  |
| Do doors in public spaces have at least a 32-inch clear opening? |  |  |
| Is there an elevator if the building has more than one floor? |  |  |

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| **Restrooms** | **Yes** | **No** |
| Are restrooms conveniently located? |  |  |
| Is restroom large enough for wheelchair turnaround (51” minimum)? |  |  |
| Are grab bars provided in toilet stalls? |  |  |
| Are sinks at least 30 inches high with room for a wheelchair to roll under? |  |  |
| Are sink handles easily reached and used? |  |  |
| Are soap dispensers and towels no more than 48 inches from floor? |  |  |

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| **Program Delivery** | **Yes** | **No** |
| Are rooms where public meetings and trainings held accessible to individuals with disabilities? |  |  |
| Are reasonable accommodations made upon request by person(s) with disabilities? |  |  |
| Do programs include in outreach materials clear procedures for requesting reasonable accommodations and modifications? |  |  |
| Are people with disabilities in integrated settings; people with disabilities participate fully in all programs and activities alongside people without disabilities? |  |  |
| Are off-site presentations to the general public held in locations that are fully accessible for people with disabilities? |  |  |

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| **Please describe any actions that will be taken to improve accessibility** |
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