



MACC ACCESSIBILITY SELF-EVALUATION FOR NONPROFIT EXPERIENCE SUPPORT APPLICANTS

State of Michigan Arts and Culture Council (MACC) funded projects are required to be accessible to persons with disabilities. MACC applicants must consider physical and programmatic accessibility as part of a project's planning and budgeting processes.

The MACC Accessibility Self-Evaluation document can assist non-arts and culture nonprofit applicant organizations in the evaluation of their project's current state of accessibility.

The MACC Accessibility Self-Evaluation is intended to assist organizations in their efforts to comply with MACC regulations, become more familiar with the Americans with Disabilities Act (ADA), and enlighten organizations in identifying strengths, as well as areas for improvement in administration, programming, and facilities.

NOTE: Experience Support applicants (non-arts and culture nonprofits) are required to upload a current copy of a completed MACC Accessibility Self-Evaluation document in the Organization Profile section. Once complete, the organization must maintain a copy in their own files for the duration of the grant period.

Although there may be numerous approaches to self-evaluating the ADA, as it may pertain to an organization's administration, project, and facilities.

The following may be helpful:

- This is a self-evaluation, do the best you can.
- The evaluation consists of "YES" or "NO" selections to the best of your knowledge.
- Do not leave blanks, a "NO" indicates a response (blanks may be viewed as incomplete for compliance).
- A PDF download of a more robust, but not required, self-evaluation is available from the National Endowment for the Arts (NEA) link [NEA SECTION 504 Self-Evaluation Workbook](https://www.arts.gov/sites/default/files/NEA-SECTION-504-Self-Evaluation-Workbook-12.5.24.pdf) (<https://www.arts.gov/sites/default/files/NEA-SECTION-504-Self-Evaluation-Workbook-12.5.24.pdf>)

Answering 'NO' and 'N/A' (not applicable) will not impact grant funding but may alert the applicant to accessibility issues the organization could address during future planning processes. Applicant awardees are required to keep the self-evaluation on file for the duration of the grant period. The document must be uploaded at time of applying.

Date of Completion:

Applicant Organization Name:

Name of Person Completing Self-Evaluation:

PROJECT'S PHYSICAL ACCESS	YES	NO	N/A
Ground-level entry, ramped access, and/or elevators to the venue	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Signage at inaccessible entrances, signage to accessible entrances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated and dispersed wheelchair seating in assembly areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wheelchair-accessible box office, stage, and dressing rooms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wheelchair-accessible display cases, exhibit areas, and counters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wheelchair-accessible restrooms, including accessible sinks, water fountains, soap & paper dispensers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wheelchair-accessible toilet stall, including a 60" diameter or T- turn clear floor space, free of the door swing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accessible emergency exits and audio/visual emergency alarms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Designated accessible parking spaces with adjoining curb cuts, and an accessible route from parking to the venue entrance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ORGANIZATION AND PROJECT'S COMMUNICATION ACCESS	YES	NO	N/A
Organization has a designated staff member who is responsible for overseeing accessibility and ADA compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A publicized procedure to request accommodation for persons with hearing impairments, visual limitations or mobility difficulties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Applicant organization has a stated policy or mission statement with regard to the project's accessibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A designated staff member will be the contact for reasonable requests for accommodation, such as, but not limited to: print materials in alternate formats (large print, high contrast), seating accommodations, assistive listening, closed captioning, sign language interpretation, audio description, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Contact MACC Accessibility Coordinator, Jeff Garrett, with any questions or clarifications with regard to completing the MACC Accessibility Self-Evaluation via cell 517-242-3678 or email garrettj7@michigan.org.