MacArthur Foundation 100&Change: Disability Inclusion Guidelines

Disability inclusion is essential to achieving a more just, verdant, and peaceful world. According to the World Bank, 15 percent of the world's population, or over 1 billion people, are estimated to be living with a disability. When looking domestically, according to the United Stated Census Bureau, 19 percent, or 56.7 million people, are living with a disability. This group of individuals makes up the largest minority not just in the United States, but in the world. Furthermore, approximately 80 percent of this group lives in developing nations making it an issue that should be analyzed not just locally but with a global lens.

Progress has been made on the front of disability rights both domestically and internationally over the years. In the United States, Congress passed the Americans with Disabilities Act in 1990, which was the nation's first comprehensive civil rights legislation addressing the needs of people with disabilities. This law ensures that people with disabilities cannot be discriminated against in all areas of public life with the goal of full inclusion in the public sphere. In 2006, the United Nations General Assembly adopted the Convention on the Rights of Persons with Disabilities and established basic norms, frameworks for measuring progress, reporting requirements, and a heightened awareness to the challenge of disability rights, which has been ratified by 168 countries. Additionally, disability rights have been incorporated into the 2015 Sustainable Development Goals adopted by world leaders at the United Nations Summit that aim to end poverty, protect the planet, and ensure prosperity for all.

However, even though we've seen progress, there is still so much work to be done. There is a high correlation between disability and poverty. People with disabilities around the world often represent the poorest population in the poorest regions. Likewise, natural disasters, violence, conflict, and persecution can indiscriminately create more individuals with disabilities. Given this, we must promote the inclusion of people with disabilities of all ages as a human rights issue and an economic development issue.

The disability community in the U.S. and globally are organized around the mantra, "nothing about us without us". This speaks to the attitude that major global initiatives should take when creating and funding projects at a large scale. It is long past time that major initiatives and projects embrace and implement the inclusionary philosophy and practices necessary to insure that this growing segment of the world is not further left behind. By providing this framework, we hope to spark a dialogue and action to advance a local and global culture of disability inclusion. We hope to emphasize that this is not just an issue of public policy, but rather a paradigm shift in how we think about the forces of power that affect our world, moving from exclusion to inclusion, dependence to independence, and paternalism to empowerment.

Disability consciousness starts with an acknowledgment that disability is a universal part of human experience and that having a disability is a valid way of life that can be both rich and complex. From this foundation, we can understand that society plays a critical role in defining disability and determining its consequences. We can recognize that the growing minority-group identity of people with disabilities who, like members of other minority groups, assert that

systemic social barriers — such as employment discrimination, social and economic devaluation and blocked access to the mainstream — are far more troubling than individual biological differences.

We hope that you use the following guideline as a way to reflect on the work that you've done and start to develop a disability consciousness towards your own program development.

Accessibility and Inclusion Checklist

Given the ubiquitous nature of disability, all of the proposals submitted to MacArthur's 100&Change initiative touch on disability and the disability community in some way. This checklist is intended as a guide for the 100&Change semifinalists to guide their planning and programming to ensure that their final application incorporates disability inclusionary practice. Not all questions presented here may be applicable to each specific proposal; however, we encourage each applicant to be innovative in their thinking and use each question to start the paradigm shift in thinking towards inclusive practices. The foundation intends to take responses to this guidance seriously as the selection process moves forward. We encourage the applicants to use this checklist as a way to strengthen their own applications and ensure that the final proposal is truly inclusive.

You can use this checklist to asses where you are and identify the areas where you need to improve. This checklist was adapted from the following documents: "Taking Stock: An ADA Quick-Check Tool for Nonprofits" found in *Renewing the Commitment: An ADA Compliance Guide for Nonprofits[1]* and the executive summary[2] and the *Global Call to Action for Disability Inclusion[3]* guide.

Planning, Policies, and Programming

Question:	Yes:	No:
Does your organization clearly promote the principle of disability inclusion in all aspects of programming in order to mainstream disability into all program development (staffing, advocacy, awareness raising, activities, monitoring, etc.)? Does the organization have this principle reflected in their policies?		
Do you make sure your services are carried out in an integrated way, that any separate programs for people with disabilities are separate because of necessity, and that there is a choice of participating in "regular" programs?		
Does your program provide reasonable accommodations such as alternative communication formats (Braille, large-print, sign language interpreters, etc.), environmental access, transportation access, programmatic access and economic access?		
As part of long-range and annual planning, do you address accessibility issues with regard to facilities and/or services and include them as a cost of your operations?		
If you receive federal funding, have you done a self-evaluation and transition plan and followed the funding agencies' section 504 requirements?		
Comments:		

Inclusion of People with Disabilities and Disabled Persons Organizations

Question:	Yes:	No:
Do you engage directly with Disabled People's Organizations in order to ensure an inclusive approach to the program's design, implementation, monitoring, and evaluation?		
Do you ensure that volunteers and interns with disabilities have an equal opportunity to participate?		
Do you ensure that staff and potential contactors have an equal opportunity to be hired?		
Are people with disabilities included on your Board, advisory boards and committees?		
Have you identified people with disabilities who can provide input about access to your services, programs, and facilities?		
Are staff and consultants with disabilities paid adequately for their work? Are their credentials and expertise acknowledged?		
Comments:		

Outreach and Awareness

Question:	Yes:	No:
Do you know who the leading Disabled Person's Organizations (DPOs) are in your area? Have you reached out to them to engage them in your project, and to inform them of your services or initiatives?		
Do you require staff to attend disability rights training to ensure all sections and field offices are aware of how to design, implement, monitor, and evaluate inclusive programs and create an inclusive office culture?		
Is your staff aware of how to interact with individuals with disabilities, and does staff treat them with courtesy and dignity?		
Have you informed your staff of your nondiscrimination/accessibility/accommodation policies?		
Does your staff know how to alert people with disabilities of an emergency in the area and how to assist them in leaving the building or sheltering?		
Does your staff know how to obtain accessible transportation, sign language interpreters, and other accommodations when providing or arranging transportation for individuals or groups?		
Comments:		

Communication

Question:	Yes:	No:
Do your communication tools promote disability inclusion and use language that is respectful, humanizing, and nondiscriminatory (i.e. "person with MS" rather than "victim of MS")?		
If you distribute printed materials (e.g. brochures, forms, exhibits, hand-books) or have displays of print information, do you have those that are frequently used available in large print or other alternate formats, such as Braille, electronic format, recorded tape or disk?		
If you produce or use videos, DVDs, or television broadcasts, or make audio-visual presentations, do you make them accessible to people with disabilities? Do you use captioning, closed or open? If at a presentation, do you use an interpreter?		
If you communicate through oral means (spoken or recorded), in person, or over the phone, do you make the communications accessible by offering alternative communications (i.e. TTY, video relay, etc.)?		
Do you emphasize accessibility in ads, programs, notices, and newsletters, and on your website?		
Comments:		

Meetings and Events

Question:	Yes:	No:
Do you hold public meetings and events only in accessible facilities or have a way to give notice and move the meeting to an accessible location depending on the circumstances and attendees?		
Is information provided in advance about how to make requests for modifications or auxiliary aids and the accessibility of the meeting (i.e. interpreters, real time captioning, etc.)?		
Is accessibility at the meetings maintained?		
Comments:		

Websites

Question:	Yes:	No:
Have you evaluated your website for accessibility?		

Question:	Yes:	No:
Is your website accessible to blind/visually impaired people who use screenreaders? Are videos on your website captioned?		
Do you ensure that new content is accessible?		
Comments:		

Transportation

Question:	Yes:	No:
If transportation (or a voucher for transporation) is provided as a service to, from, or within an event, as part of an event or service, or in any other way, is equivalent accessible transportation provided for people with disabilities?		
Comments:		

Facilities

Question:	Yes:	No:
Have you evaluated your facilities for physical accessibility within the last two years? Do you have a process for doing so regularly?		
Do you ensure that places where you carry out your services and activities are accessible? If they are not, do you move the services to accessible locations or make other modifications to ensure participation by those who have disabilities?		
Do you ensure that staff and volunteers accurately inform clients and visitors of accessible features of your building?		
Are you in compliance with federal, state, and local accessibility requirements?		
When you look for new space to lease or use, do you make every effort to find space that meets accessibility requirements or can be altered to meet them?		
Comments:		

Monitoring, Evaluation, and Reporting

Question:	Yes:	No:
Does your program require that reporting mechanisms specifically include indicators for people with disabilities and around disability inclusion?		
Does your evaluation process mandate that the data be disaggregated by disability to ensure that people with disabilities are included in the project as well as the outcomes?		

Do you ensure a disability inclusion perspective in monitoring and evaluating your programs? When reviewing the program reports, do you ensure that people with disabilities are included in the program activities in a meaningful and effective way?		
Comments:		