



Retired & Senior Volunteer Program

of Rock County

ACCESSIBILITY POLICY

Accessibility to a program of activity due to mobility, hearing, vision, language of choice, mental and cognitive impairments will not keep a person from volunteering, being employed or participating as a member of the Board of Directors of RSVP. No otherwise qualified individual with a disability in the United States, as defined in section 705 (20) of Rehabilitation Act of 1973, shall, solely by reason of his or her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity of RSVP. Accessibility to the programs is a directional acceptance of an individual into the programs of RSVP. It is also an assurance that any individual, regardless of their mobility, hearing, vision, mental and cognitive impairments will be able to physically access the buildings in which they choose to participate. Accessibility will not be barred due to language. The community consists of residents with varied cultural and language backgrounds, and it is the intent of RSVP that individuals participating in the programming of the agency will have access regardless of their native language. Translation accommodations are made to facilitate the barriers that would otherwise hinder participation and will be used in each instance. This assurance will be shared and jointly agreed upon by RSVP and the "sites" in which volunteers, clients, staff, and BOD operate. Placement will be made to assure that both client and volunteer have full benefit of the match, allowing them to carry out the program goals. This assurance of accessibility is shared with the community and all stations in the MOU and materials promoting the volunteer programs. RSVP shall operate each program or activity so that the program or activity, when viewed in its entirety, is readily accessible to and usable by individuals with handicaps. RSVP will work to make necessary accommodations for those with handicaps, as needed. RSVP shall take appropriate steps to ensure effective communication with applicants, participants, personnel of other Federal entities, and members of the public. RSVP shall furnish appropriate auxiliary aids where necessary to afford an individual with handicaps an equal opportunity to participate in, and enjoy the benefits of, a program or activity conducted by the agency. In determining what type of auxiliary aid will be provided, RSVP shall give primary consideration to the requests of the individual with handicaps. RSVP will not provide individually prescribed devices, readers for personal use or study, or other devices of a personal nature. Where RSVP communicates with applicants and beneficiaries by telephone, telecommunication devices for deaf persons (TDD's) or equally effective telecommunication systems shall be used to communicate with persons with impaired hearing. RSVP shall ensure that interested persons, including persons with impaired vision or hearing, can obtain information as to the existence and location of accessible services, activities, and facilities. RSVP is not required to take any action that can demonstrate would result in a fundamental alteration in the nature of a program or activity or in undue financial and administrative burdens. In those circumstances

where agency personnel believe that the proposed action would fundamentally alter the program or activity or would result in undue financial and administrative burdens, RSVP has the burden of proving that compliance with §1214.160 or 1214.150 would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the Executive Director or Board President after considering all agency resources available for use in the funding and operation of the conducted program or activity and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action required to comply with this section would result in such alteration or such burdens, RSVP shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that, to the maximum extent possible, individuals with handicaps receive the benefits and services of the program or activity. RSVP may comply with the requirements of this policy through such means as redesign of equipment, reassignment of services to accessible buildings, assignment of aides to beneficiaries, home visits, delivery of services at alternate accessible sites, alteration of existing facilities and construction of new facilities, use of accessible rolling stock, or any other methods that result in making its programs or activities readily accessible to and usable by individuals with handicaps. RSVP is not required to make structural changes in existing facilities where other methods are effective in achieving compliance. RSVP, in making alterations to existing buildings, shall meet accessibility requirements to the extent compelled by the Architectural Barriers Act of 1968, as amended (42 U.S.C. 4151-4157), and any regulations implementing it. In choosing among available methods for meeting the requirements of this policy, RSVP shall give priority to those methods that offer programs and activities to qualified individuals with handicaps in the most integrated setting appropriate. In the event that structural changes to facilities will be undertaken to achieve program accessibility, the agency shall develop, within six months of the effective date, a transition plan setting forth the steps necessary to complete such changes.

RSVP shall provide an opportunity to interested persons, including individuals with handicaps or organizations representing individuals with handicaps, to participate in the development of the transition plan by submitting comments (both oral and written). A copy of the transition plan shall be made available for public inspection. The plan shall, at a minimum, identify physical obstacles in the agency's facilities that limit the accessibility of its programs or activities to individuals with handicaps; Describe in detail the methods that will be used to make the facilities accessible; Specify the schedule for taking the steps necessary to achieve compliance with this policy and, if the time period of the transition plan is longer than one year, identify steps that will be taken during each year of the transition period; and RSVP's Board of Directors and Executive Director are responsible for implementation of the plan. Accessibility for Individuals with Limited English Proficiency Policy Accessibility to a program or activity due to Limited English Proficiency will not keep a person from volunteering, being employed or participating as a member of the Board of directors of RSVP. Accessibility will not be barred due to language. The community consists of residents with varied cultural and language backgrounds, and it is the intent of RSVP that individuals participating in the programming of the agency will have access regardless of their native language. Translation

accommodations are made to facilitate the barriers that would otherwise hinder participation and will be used in each instance. This assurance will be shared and jointly agreed upon by RSVP and the “sites” in which volunteers, clients, staff, and BOD operate. Placement will be made to assure that both client and volunteer have full benefit of the match, allowing them to carry out the program goals. This assurance of accessibility is shared with the community and all stations in the MOU and materials promoting the volunteer programs.