



Community and Human Development

Americans with Disabilities Act (ADA)
Community and Human Development Funded Programs
Self-Evaluation Check List

Grant Program Name:
Organization Name:
Organization Address:
Contact Person:
Title:
Phone:
Email:

Purpose of This Self-Evaluation

Federal regulations require organizations receiving federal financial assistance to review their policies and practices to ensure nondiscrimination based on disability.

This form is a self-assessment tool intended to assist applicants in conducting a self-evaluation of accessibility practices consistent with 24 CFR §8.51.

Completion of this form does not constitute certification of compliance with ADA or Section 504 standards.

Applicants remain responsible for understanding and complying with applicable accessibility laws and may need to consult qualified professionals to evaluate facilities or programs.

If, in the course of completing this self-evaluation, you identify ADA accessibility issues with your facility, programs or policies, consult with a person who is knowledgeable in accessibility compliance to help you comply with ADA legal requirements.

Instructions:

Check the option that applies to your organization and provide comments or corrective actions for any items not fully met in section 5.

Section 1: General Nondiscrimination

	Fully Compliant	Partially Compliant	Non- Compliant
Individuals with disabilities have equal access to all the organizations programs, services, and activities			



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Procedures for requesting reasonable ADA accommodations are clearly communicated to the public			
Staff are trained on ADA and Section 504 non-discrimination requirements			
Policies and procedures prohibiting discrimination based on disability are in place within all programming, services, and activities			

Section 2: Web Accessibility

	Fully Compliant	Partially Compliant	Non-Compliant
Website and digital content are accessible and compliant with Web Content Accessibility Guidelines (WCAG) Version 2.1 (e.g. screen reader compatible, alt text included, ADA accessible PDFs and forms)			
ADA Accessibility of online content is reviewed and updated as needed			

Section 3: ADA Standards for Accessible Design/Texas Accessibility Standards (TAS)

	Fully Compliant	Partially Compliant	Non-Compliant
Facilities meet 2012 Texas Accessibility Standards (TAS) administered by the Texas Department of Licensing and Regulation (e.g. parking, ramps/stairs, restrooms, elevators/lifts, doorways, path of travel)			

Section 4: Administrative Requirements

	Fully Compliant	Partially Compliant	Non-Compliant



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Organization evaluates current policies and practices to determine whether in whole or in part, they meet or do not meet the requirements of the ADA self-evaluation			
Organization modifies any policies and procedures that do not meet requirements of the ADA self-evaluation			
Organization takes appropriate corrective steps to remedy the accessibility gaps in the ADA self-evaluation			
An ADA grievance procedure is in place to address disability related concerns			

Section 5: Follow Up Actions (if needed):

Describe any steps your organization plans to take to address identified barriers.



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I certify that this self-evaluation has been completed to the best of my knowledge and reflects the organizations current efforts to comply with applicable ADA requirements. I understand that this self-evaluation is required for program purposes, helps identify areas for improvement, and is not a legal determination of ADA compliance.

Authorized Official Name:

Title:

Email Address:

Signature:

Date:

The City of El Paso is committed to ensuring that no qualified person shall, on the basis of disability, be excluded from participation in or be denied the benefits of any program or activity receiving financial assistance from or operated by the City of El Paso, or be subjected to discrimination with respect to employment by Grantees of the City of El Paso's financial assistance.

Guidance on applicable federal, state, and local accessibility requirements are available through the following resources:

- Americans with Disabilities Act (ADA): [ADA.gov](https://www.ada.gov)
Comprehensive information on federal accessibility standards and civil rights protections.
- Texas Accessibility Standards (TAS): Read the [2012 Texas Accessibility Standards Online | Texas.gov](https://www.tas.texas.gov)
State-specific design and compliance guidelines.
- City of El Paso Accessibility Ordinance (#9779): [ORDINANCE 009779](#)
Local policies, procedures, and support for ADA compliance.