

## Minnesota Alliance With Youth Accessibility Checklist

Minnesota Alliance With Youth is committed to ensuring safe places for youth and adults. The Alliance is prepared to make reasonable accommodations to meet the safety, wellbeing, and comfort needs of all individuals in any Alliance-sanctioned space. We ask that all Alliance personnel and partners complete this checklist assessment prior to any usage by Alliance members or affiliates. Please take the time to complete this inventory thoroughly and turn it in to Kita Yang, Chief Practice Officer.

### Transportation

- Accessible Parking – Does the location have accessible-designated (formerly “handicapped”) parking located at least 30 feet within a space’s entrance
  - Location \_\_\_\_\_
- Accessible entrance for those with low-mobility or mobility equipment – Visible signage?
  - Location: \_\_\_\_\_
- Metro – Bus/Light Rail stops present within ¼ mile radius
  - Number and type of stops \_\_\_\_\_
  - Location(s) \_\_\_\_\_
- Bicycle Accessibility – Bike Lanes or bike-friendly roadways present in surrounding area
  - Bike racks adjacent to facility Location (s) \_\_\_\_\_

### Physical Accessibility

- Animal Companions – Are guide animals and/or emotional support animals **explicitly** welcomed by site administrators and owners?
  - Must animals be leashed? \_\_\_\_\_
  - Do animal companions need documentation on hand? \_\_\_\_\_
- Wheelchair/scooter ramp(s) present
  - Are ramps reasonably able to pass any standard-sized manual or motorized mobility equipment?
- Wheelchair/Scooter accessible accommodating tables 28-34 inches off the ground with at least 24 inches of knee clearance
- Sidewalk curb cuts (sloped curbs) for wheelchair access
- Hallways and open spaces can accommodate standard-sized wheelchairs (30” x 48”)
- Accessible seating – Designated spots or chairs in common areas to accommodate wheelchairs. Space between tables and chairs to navigate mobility equipment. Accessible seating located amongst other seats i.e. non-isolated.
- Elevators
  - Location(s) \_\_\_\_\_
- Automated doors - Location(s) \_\_\_\_\_
- Minimalistic chair, desk, table design that can accommodate larger bodies
- Standing desks/tables
- Additional Screens, Screen Magnification Software, Large Screen Displays for people with low-vision, Braille Text sources for people with blindness.

**Food**

- Food or catered options include comply with dietary needs of attendees (Circle options)  
Religious (Halal/Kosher)      Vegan      Gluten- Free      Dairy-free  
Allergies (Seafood, nuts, citrus, etc.)      Clearly labeled ingredients

**Conveniences**

Conveniences for permanent structures

- Well-Marked Stairs with access to each building level
- Water Fountains
- Bathroom(s) fitted for accessibility. Wheelchair can fit in space with area to move around and allow in-install transfers. Grab bars. Lowered sinks. Automatic-sensor faucets. Easy-open doors/door-handles.
  - o Locations(s) \_\_\_\_\_
- Possibility for Remote Attendance to accommodate location-constrained persons  
Event specific temporary conveniences
- Gender-Neutral Bathroom – Single-room bathroom
  - o Location(s) \_\_\_\_\_
- Lactation Room/Nursing Room
  - o Location \_\_\_\_\_
- Diaper changing station(s)
- Childcare with first-aid trained adults
  - o Comprehensive child check-in/check-out procedures
- Meditation Room – Isolated quiet room
  - o Prayer mats/Kneeler
  - o Locations(s) \_\_\_\_\_
- Sign-language interpreter/ASL interpreter/CART services – Real-time captioning/Closed-captioning for any videos shown
- Photography waiver statement publicly advertised

**Safety**

- Smoke Detectors/Carbon Monoxide Alarms
- Severe Weather Shelter – Windowless/enclosed/low-lying spaces – Accessible to those with disabilities      Location(s) \_\_\_\_\_
- Fire Extinguisher
  - o Locations(s) \_\_\_\_\_
- First-Aid Kit – Contains bandages, antiseptic, antihistamines, tweezers
  - o Location(s) \_\_\_\_\_
- AED – Automatic External Defibrillator
  - o Location(s) \_\_\_\_\_
- Emergency Exit
  - o Location(s) \_\_\_\_\_
  - o Emergency Exit/Shelter for people with disabilities – Accessible space for those with mobility limitations

## **Additional Resources**

JAN – The Job Accommodation Network is a wonderful resource that breaks down the rights and responsibilities of both employees and employers under the ADA (Americans with Disabilities Act). Additionally the website includes a database with various illnesses/disabilities and how they should be accommodated within the workplace. Users can find vendors who sell products to overcome limitations and disabilities.

<https://askjan.org/index.cfm>