

SECTION VIII **ACCESSIBILITY AND AUXILIARY AIDS AND SERVICES**

All participants in activities conducted or sponsored by the Georgia Rehabilitation Association or any of its Divisions, including Board meetings, committee meetings, training sessions, Annual Conference activities, and any other events, shall be provided equal opportunities for full participation.

Opportunities to take part in GRA general and training sessions shall not be prevented to any individual with a disability because of the necessity to provide accessibility and auxiliary aids and services. Auxiliary aids and services that may be necessary, depending on the needs of particular individuals, may include but are not limited to:

- accessible locations and facilities;
- interpreters (see Appendix E) and note-takers;
- materials in accessible formats and/or readers;
- open or closed captioning of any audiovisual materials that are used;
- good lighting on an interpreter, and good general illumination;
- clarification of concepts presented in training or meetings as may be needed for participant understanding.

Registration forms for Chapter or Division-sponsored activities must include a request for registrants to notify the sponsor of any needs for accessibility or auxiliary aids and services.

This request must be received by the established pre-registration deadline. Individuals who plan to attend a GRA function that does not require registration should notify the appropriate Committee Chairperson by letter or by FAX of any needs no less than ten (10) days prior to the event. The Georgia Rehabilitation Association shall not place special charges on individuals with disabilities to cover the costs of individual auxiliary aids or services for general and training sessions and business meetings.

- Any division or local chapter who has a treasury under \$2,000 may request financial assistance from the GRA Board for the purpose of accessibility and/or provision of accommodations during any meeting or training.
- Should the event be intended to raise funds by way of charging a registration or other means, the division or local chapter will re-pay GRA within 30 days from the proceeds of the fundraiser.
- If the event is not intended to be a fundraiser and attendance is free, repayment is not required.

- The local chapter or division must apply four (4) weeks in advance of the event for financial assistance, which should coincide with the deadline for event registration.
- A local chapter or division can make a request one time per quarter, unless otherwise approved by the GRA Executive Committee.
- All divisions and local chapters shall submit a quarterly report to the Accessibility Committee chair reporting the frequency of accommodation requests and how those requests were met.

Whenever GRA contracts for training or with facilities such as hotels or conference centers, the Chapter shall assure that accessibility and other needed auxiliary aids and services are provided. Public accommodations which are used for GRA functions must be in compliance with Title III of the Americans With Disabilities Act (see Appendix E).