

ACCESSIBILITY AUDIT FOR MINISTRIES

Our congregation is striving to intentionally create belonging for individuals of all abilities. To that end, parish leadership is requesting that all ministries submit an Accessibility Audit. Please meet with your team and complete this audit, including any action steps needed, and return a copy to parish leadership. Use handouts from www.TEAMBelong.org to help with any “NO” areas.

Name of Ministry: _____

Name of Ministry Chair: _____

Ministry Chair phone: _____

Ministry Chair email: _____

| ACCESSIBILITY OF MINISTRY MEETINGS | YES | NO |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------|
| Our ministry meetings are held in an accessible meeting space. | | |
| Our meeting site has access to public transportation, nearby accessible parking and nearby accessible washrooms. | | |
| We consistently publicize the accessibility of our meetings in meeting announcements with the words “All are welcome. Please call (insert phone number) so that we can provide accommodations for your participation.” | | |

| ACCESSIBILITY OF MINISTRY EVENTS | YES | NO |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------|
| When planning our ministry events we think through and plan for accessibility. | | |
| We publicize the accessibility of our events in print materials, posters and announcements by using access symbols and the words “All are welcome. Please call (insert phone number) so that we can provide accommodations for your participation.” | | |

ACCESSIBILITY AUDIT FOR MINISTRIES (Cont'd.)

| REFLECTING DIGNITY AND RESPECT | YES | NO |
|-----------------------------------------------------------------------------------------------------------------------------------------|------------|-----------|
| All of our ministry members are trained in using respectful language using the People First Language handout from TEAM Belong. | | |
| All of our ministry members are trained in disability etiquette using the Know Your Disability Etiquette handout from TEAM Belong. | | |
| We personally invite members of all abilities to join our ministry and we provide any necessary accommodations for their participation. | | |
| All of our ministry members have welcoming attitudes and are open to honoring requests for accommodations. | | |

| ACTION STEPS | Start Date | Completion Date |
|---------------------|-------------------|------------------------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |
| 7. | | |
| 8. | | |

Thank you for opening hearts, minds and doors to individuals of all abilities.