SECTION 504
SELF-EVALUATION

GENERAL REQUIREMENTS

− A self-evaluation must be prepared by the grantee in consultation with individuals with disabilities or organizations representing them.

− Recipients with 15 or more employees must keep on file for at least five years:

− A list of interested persons consulted;
− A description of areas examined and any problems identified; and
− A description of modifications made and remedial steps taken.

− The self-evaluation and transition plans must be dated.

ELEMENTS

− Evaluation of current policies and practices relative to the 504 regulations.

− Modification of any policies and practices that do not meet the 504 requirements.

− Corrective action to remedy any discrimination found.

AREAS TO BE EVALUATED (All areas listed below may not apply)

− Buildings or facilities for physical accessibility.

− Program outreach and communication.

− Eligibility and admission criteria and practice.

− Distribution and occupancy policy and practice.

− Percentage of accessible units.

− Employment (including pre-employment).

− Complaint processing procedures.