

CDBG-DR 7-5
SECTION 504
SELF-EVALUATION

GENERAL REQUIREMENTS

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