

## Massachusetts AmeriCorps Programs Reasonable Accommodation Request Form Cover Page

### How May Disability Funds Be Used?

*Uses of disability funds include, but are not limited to, the following:*

1. Providing reasonable accommodations for AmeriCorps members.
2. Reasonable accommodation and auxiliary aid equipment to assist in placing AmeriCorps members with disabilities.
  - a. In some circumstances MSA would purchase the equipment and lend it to programs as needed;
  - b. In other circumstances, MSA would provide funds for the program to purchase the equipment directly.
3. Providing funds to a consultant to review and provide feedback on existing recruitment, outreach and programmatic materials re: inclusion and accessibility.
4. Providing funds to programs to develop materials and alternative formats based on consultant feedback as described in #3 above.
5. Support costs associated with development of a statewide working group to develop and implement plans to increase individuals with disabilities in service positions and ensure positive experiences.
6. Sponsoring training sessions for program staff about how to increase participation of individuals with disabilities.

*Disability funds may NOT be used for:*

1. Accommodations or aids for program staff, or for community beneficiaries of programs. Accommodation funds are only for *AmeriCorps members or potential AmeriCorps members*.
2. Assisting members or potential members in non-AmeriCorps State or National programs. Programs not eligible for disability funds include Learn & Serve, and Senior Corps.
3. Training of members.

4. Permanent modifications to a building or site (e.g., construction of a ramp, parking spaces, etc.). Purchase & installation of a portable ramp would be allowable.