

DRAFT

# Creating a Digital Accessibility Roadmap & Plan

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# What is a Digital Accessibility Roadmap?

The organization-wide roadmap outlines an 11-step timeline for how to get your organization compliant with:

- ▶ Federal 2024 Department of Justice (DOJ) Title II update by the April 2026 or 2027 deadline
- ▶ The state's web accessibility law and standard (for state government)



## ACCESSIBLE ICT LAWS/STANDARDS

Learn more about Missouri state ICT law and standards as well as federal accessibility law.

Special thanks to [Oklahoma ABLE Tech](#) for “inventing the wheel” that became the main source for this roadmap.

# 11-Step Roadmap

**Step 1:** Learn about the current and new requirements for web accessibility

**Step 2:** Identify a designated Agency Digital Accessibility Coordinator

**Step 3:** Ensure training completion by Digital Accessibility Coordinator

**Step 4:** Conduct an audit of major web properties (audit spreadsheet)

# 11-Step Roadmap

**Step 5:** Familiarize yourself with the Title II update exceptions

**Step 6:** Test your current content for accessibility (inventory spreadsheet)

**Step 7:** Develop an action plan summary for each Website/Web Application

**Step 8:** Work through your action plan (remediate content not identified in exceptions)

# 11-Step Roadmap

**Step 9:** Develop a status report

**Step 10:** Submit your agency's Web Accessibility Plan

**Step 11:** Maintain the accessibility of your content

# What is a Digital Accessibility Plan?

- ▶ The plan outlines how you will integrate and maintain ongoing accessibility within your organization
- ▶ “The tools that make up your accessibility toolkit”
- ▶ Step 10 in Roadmap references this document
- ▶ Depending upon organization size, you may have one plan or multiple plans (by Division, by Agency, etc.)

# Digital Accessibility Plan Includes:

- ▶ Digital Accessibility Law, Standard and Guidelines
- ▶ Accessibility Principles
- ▶ Digital Accessibility Statement
- ▶ Digital Accessibility Issue Resolution process

# Digital Accessibility Plan Includes

- ▶ Procurement of Accessible Digital Services
- ▶ Accessibility Exclusions
- ▶ Staff Roles and Responsibilities
- ▶ Role-Based Training Plan



# Digital Accessibility Plan Includes

- ▶ Testing Tools and Techniques
- ▶ Document/PDF Procedures & Guidelines
- ▶ Webpage Content Procedures & Guidelines

# Who Will Develop/Approve the Roadmap & Plan?

## **Accessibility Roadmap**

Leadership, Communications, Legal, ADA Office, and/or Human Resources

## **Accessibility Plan**

Communications, Legal, Human Resources and/or Information Technology

Let's take a look  
at a sample roadmap  
and plan



# **“We won’t be perfect by the deadline. What now?”**

- ▶ Take a breath...
- ▶ Perfection is not expected.
- ▶ Having a plan with measurable, documented progress is key.
- ▶ Contact page to request accessibility accommodations (Accessibility Statement)

# Questions?

- ▶ Presentation information will be sent to conference registrants within the next week or so.
- ▶ [Federal Title II Update Fact Sheet](#)
- ▶ [MO AT Webinar on the Title II Update](#)

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