

**FAMILY TRANSITION PLACE
ACCESSIBILITY PLAN 2012 - 2023**

YEAR	STANDARD	DELIVERABLES	ACTIVITIES	REPONSIBILITY	Completed	In Progress	Ongoing
By Jan. 2014	FTP Website WCAG 2.0 Level A compliant	WCAG 2.0 Level A compliant	Webiste completely reconfigured for AODA Compliance		X		X
By Dec 2014	File Accessibility Compliance Report	File Accessibility Compliance Report	Accessibility Compliance Report submitted.	Executive Director	X		
BY Jan 2015	Create Accessibility Policies / Incorporate Accessibility into existing and future policies	Policy Development to include consideration of accessibility issues to be addressed for both clients and employees	AODA Standards to be considered and incorporated when policies are developed and revised as necessary.	Management Team	X		X
	Communicate Policies to Employees and General Public	Accessibility policies communicated to Employees and General Public	Employees advised when policies are available on shared directory. Include Accessibility Information / Policy on website		X		
By Jan 2016	Train Employees on Ontario's Accessibility Laws	Determine current training requirements as identified by AODA.	Provide training opportunities as required.		X		X
	Develop & implement feedback tools	Develop / revise existing brochures, feedback forms and update current response policies.	Advertise all points of access re complaint / feedback i.e. website, email, phone, direct contact.		X		
By Jan 2017	Provide information in accessible formats	Ensure that information documents are re-formatable to meet requests. Ensure Web Site and other electronic forms of communication are compliant with AODA requirements.			X		X
	Employment practises include accessibility components / considerations	Ensure Employment practises include accessibility components / considerations	AODA Standards to be considered and incorporated when policies are developed and revised as necessary.				X

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By Dec 2017	File Accessibility Compliance Report	File Accessibility Compliance Report	File Accessibility Compliance Report	Executive Director	X		
By Jan 2018	Make new public spaces accessible i.e. parking lots, building access	Ensure Accessible features are incorporated when there are renovations or additions to facility and grounds.	Sidewalk ramps, accessible parking spot, automatic door openers, wider entry doors, elevator, accessible washrooms		X		X
By Dec 2019	File Accessibility Compliance Report	File Accessibility Compliance Report	File Accessibility Compliance Report	Executive Director			
By Dec 2020	File Accessibility Compliance Report	File Accessibility Compliance Report	File Accessibility Compliance Report	Executive Director			
By Dec 2023	File Accessibility Compliance Report	File Accessibility Compliance Report	File Accessibility Compliance Report	Executive Director			