

Equally Effective Alternate Access Plan (EEAAP) - Vendor

Purpose of the Equally Effective Alternate Access Plan

In compliance with Section 508 of the Rehabilitation Act of 1973 (<https://www.section508.gov>), as amended to include the Web Content Accessibility Guidelines 2.0 (WCAG 2.0), Level AA (<https://www.w3.org/TR/WCAG20/>), the University must apply accessibility standards to Information and Communication Technology (ICT) products and services that it buys, creates, uses and maintains. When systems, software or processes do not meet the requirements of Section 508, an alternative access plan must be developed to address the accessibility issue. This form is used to describe that alternate access plan.

Section 1. Alternative Plan Administration

Name	Title	Company	Division
Phone Number	Email Address	Date	Signature

Section 2. Description of the Affected System, Software, Process, or Other ICT Purchase

Product Name:	
Product Description:	
Product Purpose:	

Section 3. How will Equally Effective Alternate Access be provided?

<p>1. Description of the issue: Describe specifically the part of the system, software or educational resource that is a known accessibility issue and is not accessible per Section 508 WCAG 2.0 AA standards.</p>	
<p>2. Persons or groups affected: Describe the person or groups who may be impacted by the problems of accessibility. Ex: general public, customers, staff.</p>	
<p>3. Responsible person(s): List the name(s) and title(s) of the company employee(s) who will be responsible for providing equally effective alternate access for the accessibility issue as described in item 4 below.</p>	
<p>4. How will EEAA be provided: Describe how the responsible department or person(s) will communicate what and how the EEAAP will be provided. For example, "Print and Braille copies available by request." Attach a separate sheet – see Page 3.</p>	
<p>5. Resources Required: List any resources required (including training, equipment, additional staff, etc.) to provide equally effective alternate access for the known issue.</p>	
<p>6. Repair Information: Provide a brief description or any relevant information regarding repair of the issue by the company, as well as the anticipated completion date.</p>	
<p>7. Timeline for Unforeseen events: A timeline to plan, create, implement, and follow up on plans for accommodation for access concerns / issues that are beyond company policy and / or outside of the realm of the questions above.</p>	
<p>8. Notes</p>	

ABC Company - EEAAP Approval

By signing this request, you affirm that the plan has been reviewed and is an acceptable solution that meets Section 508 and WCAG 2.0, Level AA compliance requirements.

Department Chair / Director	Signature:	Date:
CIO / VP Procurement / Chief Accessibility Officer	Signature:	Date:

EEAAP attachment

4. How will EEAA be provided: (continue from item 4 in section 3)