

Art Shanty Projects Access Plan 2021-2022

Effective September 29, 2021

Drafted: 09/2021

Passed: 09/2021

Revised:

INTRODUCTION: Art Shanty Projects intentionally creates an impermanent art village on Minnesota lake ice amid changing climate and environment. With a spirit of embracing challenges through creativity, we support an ecosystem that inspires everyone to create and participate in art, thrive in winter, and build community.

Art Shanty Projects embraces the spirit of the Americans with Disabilities Act (ADA) in our commitment to ensuring that all members of our community can participate as fully as possible in our arts events, programs, meetings, facilities and communications. Accessibility is built into the fabric of how we do art and what we expect from artists.

The Operations Director will serve as an Accessibility Coordinator, conduct an Accessibility Audit, and draft Accessibility Policy. This policy will be vetted during the September Board Meeting and voted into effect on September 28, 2021. We will evaluate and address gaps internally and host an accessibility training for board members and staff prior to each on-ice program.

POLICIES:

- This Access Plan will be reviewed annually by the Art Shanty Projects Board of Directors and Staff after completion of each On-Ice Program season. Iterations of this living document will be used as an evolving tool and process to guide the organization towards continued improvements for greater access. Our organization will seek consultation from key resources, such as the Minnesota Council on Disability, and local access consultants for information regarding specific accessibility resources, publications and/or access guides and surveys.
- New board and staff members will be provided a copy of the Access Plan as part of the Board Manual used for orientation, training, and reference.
- Understanding that accessibility is an integral part of what we do, Art Shanty Projects will integrate funding for Accessibility resources into its annual budget. Funding will be earmarked for items such as: professional sign language interpreters, audio description, website formatting for accessibility features, signage, restrooms, and ramp for the On-Ice Event.

ON-ICE EVENT ACCESSIBILITY:

Current Status:

- The On-Ice Program occurs on the frozen surface of a Minnesota lake which is not an inherently accessible space. The lake provides both barriers and unique opportunities to find creative, site-specific accessibility solutions. Given our interdisciplinary approach, we have more flexibility and opportunity to adjust and welcome different ways of presenting and accessing art.
- In 2021 the artist manual was updated to include clear design expectations and instruction regarding accessible design. A checklist tool was developed to assist ASP staff in ensuring artists are building shanties that are accessible. The efficacy of these resources has not been evaluated.
- ASP budgets to rent two ramps annually to take visitors from the shore to the surface of the lake. Art Shanty Projects provides accessible bathrooms, accessible parking, and a path to the entrance and around the village that is clear, accessible, and navigable.
- In FY2021 we developed tools to gather information about the sensory experience of shanties during build visits with each artist group. This information will be integrated into maps and handouts for visitors.
- Art Shanty Projects is committed to ensuring that Deaf and/or Blind participants can enjoy our event. We schedule daily interpretation by professional Sign Language interpreters and Audio Describers.
- Much of the signage in the village is low contrast and difficult to read from a distance or by low-vision individuals.
- During the 2020 On-Ice season an accessibility consultant provided on-site evaluation and feedback about overall village design, specific shanty design, and printed materials.
- In 2021 we added 4 kicksleds to our fleet. Our current fleet includes 3 kicksleds with arms, 2 kicksleds without arms, and 1 wheelchair accessible kicksled.

Goal:

- All shanties will have opportunities for engagement by people with varying access needs.
- All participants will have access to information about accessibility considerations for each shanty through the website, printed program, and project signage.
- Art Shanty Projects will provide explicit guidance and resources for artists to implement accessibility best practices and ADA compliance.
 - **Next Steps:**
 - *2021-2022:* Information gathering year about how we can best support artists.
 - *After artist selection (late summer/fall 2021):* Provide manual with updated information about accessibility best practices and expectations.
 - *During build visits (November 2021 -January 2022):* Check in about shanty accessibility and provide additional feedback and support as needed.
 - *January 2022:* Print program includes short descriptions of each shanty

and accessibility notes as needed (eg door width, full dark immersion, sensory elements). Update shanty descriptions on the website with accessibility information. (Collect information in advance, clarify during installation weekend)

- *February-March 2022*: Use post program surveys to gather information about how we can improve support in 2023.
- **Longer term (beyond 2022) goal**: Research other digital resources we could provide working with the obstacles of using technology in cold weather.

Goal: All village signage is high contrast, large enough to read, and at a height that can be read by standing and sitting visitors.

- **Next Steps:**

- *October 2021*: Research print options for map (large, weatherproof)
- *November 2021*: Redesign signage based on feedback from 2020.
- *December 2021*: Print signage for village utilizing sans serif font at least 18-point, with high contrast, installed at an appropriate height for persons standing or in chairs to read.

What the event looks like when this work is done well:

- There are two ramps from shore to the surface of the lake, accessible bathrooms, accessible parking, and a path to the entrance and around the village that is clear, accessible, and navigable. Our budget includes provisions to build these into the infrastructure of the On-Ice Event.
- ASL interpretation and audio describers are available every day we are open to the public.
- The artist manual provides explicit expectations and best practice guidance about ramps, door widths, and other barriers to accessibility and ADA compliance. Artists get support and feedback throughout the build process so they have the tools they need to build accessible shanties.
- Staff members use an accessibility checklist tool to evaluate shanties with the artists mid-build process. This allows time to provide feedback and make adjustments.
- All shanties have opportunities for engagement by people with varying access needs.
- Visitors know what to expect, accessibility-wise, at each shanty.

OFF ICE EVENTS ACCESSIBILITY:

Current Status:

- Art Shanty Projects does not own or lease any facilities. We maintain a policy to arrange for meeting spaces or venues to assure that entrances, rooms, bathrooms and audience areas are physically accessible to persons with mobility impairments. This physical access pertains to parking, entrance areas, movement to and through the activity area, and restroom facilities.
- Board meetings take place remotely (over Zoom or similar) or at other available spaces.

The board will work with venues to make accessibility accommodations as needed.

- Currently all artist meetings are remote, held on Zoom or at artist build spaces. For virtual meetings, we ask participants if they have any accessibility requirements due to this format prior to any meetings (and provide accommodations as needed). While remote meetings are not ideal for everyone, we embrace the ways remote meetings can increase accessibility for many in our community.
- Public events are held at business locations already required to comply with ADA

Goal: Expand our list of venues appropriate for various kinds of off-ice gatherings that meet our accessibility requirements and have aligned organizational values.

- **Next Steps:**

- *Ongoing:* Identify what events we have throughout the year. (Number of attendees, internal or external, technology needs, food needs, lighting, noise level).
- *Ongoing:* Identify potential venues.
- *Ongoing:* Visit venues, evaluate if they are good fits, get prices, cultivate relationships.
- *Annually:* Develop criteria for what meetings and events should be held in person vs remotely.

PARTNERSHIPS:

Goal: We partner with organizations that align with our values and whose practices are compatible with our accessibility policies.

- **Next Steps:**

- *Ongoing:* When engaging with partners, Art Shanty Projects will articulate our expectations, and educate and advocate for accessibility.

COMMUNICATIONS ACCESSIBILITY:

Current Status:

- Most internal and external communications currently involve in-person meetings, virtual meetings, telephone, e-mail, print media, mailings, website, and social media. We provide notification of external meetings, programs and other opportunities at least two weeks prior to the announced activity through email, website, social media, or other relevant channels.
- All images posted to social media, website, or used in newsletters will include alt text following guidance from the alt text styleguide. This style guide has been developed, but not yet tested or evaluated. Adding alt text to past images on our website is in progress.
- Website (artshantyprompts.org) was audited for accessibility and is being updated in 2021. Additions to the website will follow standards detailed in the ASP Web Accessibility Guide.

Goal:

- Upon request, our written information and publicity will be made available in alternative formats including email, large print, Braille, or other electronic methods.
- Art Shanty Projects will arrange for and pay a sign language interpreter for ASP meetings where individuals who are Deaf or hard of hearing are present. We will budget for and publicize the provision of interpreters for designated public presentations, workshops and programs. We will also publicize our policy for requesting a professional Sign Language interpreter which states the organization reserves the right to have a minimum one week prior notification of interpreter needs outside of scheduled programming. We will remind participants to speak clearly and to identify themselves when necessary so that all can hear, know who is speaking, and participate.
- **Next Steps:**
 - *October 2021 & March 2022:* Update list of interpreters for on-ice program including rates and preferred contact.
 - *March 2022:* Research and develop a list of resources and options for future materials in accessible formats including large print, Braille, etc. (consider costs, where, who does it).
 - *April 2022:* Determine what of these resources and costs to include in the 2023 budget.

ENGAGEMENT WITH PEOPLE WITH DISABILITIES:

Current Status:

- Individuals with disabilities comprise a small percentage of our artists (~6% of 2020 artists identified as people with disabilities in a voluntary, anonymous survey), audience, and other stakeholders.
- There is not currently an outreach strategy for reaching members of disability communities during our call for artists.
- Outreach efforts to audiences in disability communities in advance of the On Ice Event include posting our events to Minnesota's Accessible Activities Calendar and sending notices to organizations that serve people with disabilities.
- We provide detailed accessibility information on our website.
- Soliciting feedback about accessibility from artists, volunteers, and audience members with disabilities is primarily collected as part of our anonymous post-ice audience survey.
- In seeking a diversity of people, talents, and abilities to participate in our organization, staff, board, volunteers, artists, etc., we include people with disabilities among other groups whom we wish to attract and serve.
- The On-Ice Program is free admission for everyone in order to encourage attendance. We publicize this policy in our publications, news releases, website, production manual and other correspondence.

Goal: Present projects by artists with disabilities in the on-ice program.

- **Next Steps:**
 - *Summer 2021-On Ice 2022:* Identify barriers in artist call, artist events, and on ice

event.

- *Summer 2021-On Ice 2022*: Develop partnerships with arts groups that already center people with disabilities. Begin building relationships, learn about their artistic practice, invite them to visit the 2022 on-ice event.
 - *Summer 2021*: Identify those groups that we might want to partner with. (arts groups that center people with disabilities, possibly also schools, faith-based organizations, other community groups).
 - *Summer-November 2021*: Reach out to groups to evaluate interest.
 - *October 2021- January 2022*: Set up times for interested groups to visit the event. ASP staff and/or board will greet and welcome visitors.
 - *February-April 2022*: Follow up with primary contact(s) about how the visit to the on ice event went and:
 - Evaluate interest in future engagement
 - Collectively identify barriers to successful and enjoyable participation. (And figure out how ASP can support future participation).
 - *2023 and beyond*: Deepen engagement with organizations/ groups/ artists that visited in 2022. Reach out to additional organizations/groups/artists.
 - *April 2022*: Based on feedback and interest, evaluate our capacity and resources to allocate funds for outreach to artists with disabilities and funds to address barriers as identified by participating artists for future program.

Goal: Develop a strategic plan for outreach, feedback, and long-term engagement with people with disabilities as audience, board, staff, and volunteers.

- **Next Steps:**

- *February - March 2022*: Get meaningful feedback from people with disabilities who are already actively engaged in ASP.
- *2023 and beyond*: Using the artist plan as a model, adapt strategies for each of these individual groups.

When this work is done well, our organization looks like: people are engaging as part of project teams, and as leads of project teams. People with disabilities are creating art as part of ASP that is meaningful and exciting to them. People with disabilities are supported as decision makers and artists, and impact the direction of ASP.

ORGANIZATIONAL ACCESSIBILITY PLANNING:

Current Status:

- There is regular significant annual board and staff turnover, necessitating ongoing annual training in advance of the on-ice event.
- Our mission/vision/guiding principles were updated in Spring 2021. Accessibility was integrated into our vision and values at this time.

- We have an updated grievance policy that includes accessibility.

Goal: Our community knows about the grievance policy and how to easily access it. As an organization, we are prepared to respond to accessibility-related grievances.

- **Next Steps:**

- *Fall 2021:* Post updated grievance policy clearly on our website in both the feedback and accessibility sections, and anywhere else as appropriate.
- *Annually:* Board and staff review grievance policy and avenues of feedback (email, social media, surveys, in person complaints/comments, incident report forms, etc)
- *Fall 2021:* Elaborate on the actionable steps to take for an accessibility-related grievance.

Goal: Provide ongoing accessibility training and onboarding for board and staff.

- **Next Steps:**

- *Summer 2021:* Utilize existing tools and identify gaps to prepare for training.
 - (eg:) Volunteer zine incorporates some info, alt text styleguide, Sequoia's notes, build manual.
- *Fall 2021:* Set up accessibility training for all staff and board. Training should reinforce that accessibility is a priority and also help board and staff understand their roles in activating the plan.
 - Identify if staff is capable of facilitating this training. If not, discuss funding options with the EC to hire a professional facilitator.
- *Spring 2022:* Add annual training to the budget.

When this work is done successfully: Art Shanty Projects board and staff have a common understanding of what accessibility looks like for our organization, and members are prepared to activate the plan. Our organization is welcoming of criticism and grateful for the invitation to better meet the needs of our community.

GRIEVANCE PROCEDURE:

See [Art Shanty Projects Grievance Policy](#) for steps for resolving grievances.