

## **Nicole DeMaio ADA Plan**

### **I. Organizational Policies**

This ADA plan was formally adopted by Nicole DeMaio on February 28th, 2024. The ADA coordinator is Nicole DeMaio (She/Her/They) and they can be contacted at nicoledemaiomusic@gmail.com. This plan was last updated March 1, 2024.

This is the first formal ADA plan formulated by Nicole DeMaio. It compiles their existing practices and sets benchmarks for the expected completion or addition of further practices. This plan is publicly available on our website and will be shared with staff and volunteers as part of their onboarding process. We will assess this plan annually in September and revise as needed. Once updated, the revised version will be made publicly available on our website within 30 days.

Our Grievance Procedure was formally approved by leadership on February 28th, 2024. It will be shared with staff and volunteers as part of their onboarding process. We will assess this procedure annually in September and revise as needed. Once updated, the revised version will be made publicly available on our website within 30 days.

Nicole DeMaio does not and shall not discriminate on the basis of race, color, religion, gender, gender expression, age, national origin, disability, marital status, sexual orientation, or military status, in any of its activities or operations.

Nicole DeMaio's leadership will meet at least 1 time annually and assess their organization's compliance, protocols, and ongoing planning for implementation of diversity, inclusion, equity and access.

Nicole DeMaio conducted limited self assessment from 2010 - present. Provided resources are available, they will conduct the following thorough self assessment by December 2024: [https://njta-assets.s3.amazonaws.com/uploads/2022/09/ADA\\_Self\\_Assessment\\_Survey.pdf](https://njta-assets.s3.amazonaws.com/uploads/2022/09/ADA_Self_Assessment_Survey.pdf) If resources are not available, they will develop a plan to obtain the necessary resources and revise the timeline accordingly.

Nicole DeMaio actively solicits feedback from hired artists on a range of topics including our DEAI and ADA plans and their execution.

### **II. Marketing/Website**

Accessibility and special accommodations will vary based on the location of each event and rehearsal. Due to the non-ownership of these spaces, accessibility cannot be guaranteed. However, they will strive to make any and all attempts for each event to be ADA accessible. In the case of events, an accessibility statement with accompanying symbols will be put on

promotional materials. This statement will vary based on the accommodations of the facilities provided for the event. In the case of rehearsals, any accessibility needs will be communicated through official means (such as e-mail, slack, text messages, etc.) upon request to the ADA Coordinator.

Their website is built on Wix which has some built-in features for accessibility. By June 2024, we will initiate research into additional accessibility features. By September 2024 will develop a timeline and budget for enabling the full scope of accessibility features available through Wix.

Not all of Nicole DeMaio's past social media posts are regularly accessible. Provided resources are available, they will begin to add alt text, captioned videos, and image descriptions to their social media posts by December 2025. If resources are not available, they will develop a plan to obtain the necessary resources and revise the timeline accordingly.

### **III. Programming**

Virtual programming is available on a limited basis. They plan to occasionally host live streams of events via Instagram, Facebook, or Zoom. Auto captioning is always available on Zoom.

Some events are ticketed, but for those with financial burdens there will be events each year either open to the public or ticketed with a sliding scale. Live Streams are generally free and open to the public as an alternative.

Program materials are offered in print, large print, and digital formats for each event. Currently materials are available in English. They are working to make all program materials available in English and Spanish by the end of 2024. In 2025, they plan on adding Mandarin and Tagalog as additional alternative languages to the ones previously mentioned.

They are currently unable to make braille materials available but digital versions are accessible for text to speech purposes. They plan on having braille materials available upon a three weeks notice by the end of December 2025.

They are able to make assisted listening devices available for events with three weeks' notice.

Closed captioning is utilized where applicable, including on demand on Zoom.

Sign language interpretation availability will vary from event to event based on funds available and content of the event. Their goal is to have at least 1 event in 2024 with an interpreter, 2 in 2025, and eventually an interpreter upon request for each event in 2026.

#### **IV. Facilities**

Nicole DeMaio does not have any specific rehearsal or performance tied to the organization. They will strive to only perform in spaces that are wheelchair and ADA compliant. However, we cannot guarantee that all facilities will have wheelchair accessibility. In the case of non-accessibility we will publicly acknowledge the space limitations in social media posts as well as answering any specific questions regarding ADA compliance via email at [nicoledemaio@gmail.com](mailto:nicoledemaio@gmail.com).

In the case of additional hired artists, any additional accommodation for disabilities will be met based on their needs as discussed beforehand with organizational leadership and the availability of spaces at the given time.

They will work towards securing a list of additional locations that can be readily available in the case of extra accommodations by March 1st, 2025.