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Our Family Coalition is committed to making its offices, events, and communication technologies accessible to individuals with disabilities, and to providing as much information as necessary regarding our accessibility. Below are descriptions which reflect, to the best of our knowledge and ability, the accessibility of our main office, our events, and our communications technology. We welcome any suggestions or requests to improve on this information or on our accessibility: please contact us at 414-981-1960, or email us at info@ourfamily.org.

San Francisco main office

The office we lease for our main administrative home, at 1385 Mission St., San Francisco, was built before 1992. The "readily achievable barrier removal" required by the ADA has been undertaken inconsistently by building owners.

It falls short of ADA Standards for Accessible Design in the following ways, which we would like to note for potential visitors:

- Parking:
 - The building's parking lot is not formally available to the public and our own parking access there is limited. Even so it lacks a dedicated accessible spot with access aisle.
 - With advance notice we can work with either our own limited access or fellow building occupants to try to secure a spot for you in the lot.
 - The neighborhood is busy during the day, and metered parking spots are situated throughout, the nearest of which are along the west side of the building on 10th Street.
- Front door:
 - Door is opened via intercom system, whose access buttons are within 48" of the ground.
 - Door pulls open, requiring less than 5 pounds of force.
 - Door does not have the option of being opened automatically.



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- There is no threshold in the doorway.
- The closing speed of the door is less than 5 seconds.
- Building signs:
 - Lobby signs have yet characters which contrast with their backgrounds.
 - Both the lobby and the hallway building signs are not designated with Braille.
- Elevator:
 - Its buttons are located within 48" of the ground, and text characters contrast with their backgrounds.
 - Button text characters are not raised, but include Braille.
- Our office:
 - Our office is on the third floor, accessible by elevator (and stairs), and is at the end of a sufficiently wide hallway.
 - With rare exceptions, we keep the door to our office open throughout the workday (between 9:30am and 5:30pm).
 - Carpeting in the office is less than 1/2" thick, and is securely attached along the edges.
 - Light switches and the fire alarm are free of obstruction and located within 48" of the floor.
 - Passageways inside the office all exceed 36" in width.
 - All meeting rooms and work areas have tabletops or desks between 26" and 30" from the floor, with floor space underneath at least 30" wide and 48" long.
- Bathroom facilities:
 - Our floor (which includes four other office units) is served by two bathrooms (one signed for "women," another signed for "all genders"); both include an accessible stall.



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Events

We hold our events at a range of locations in addition to our office, and strive to ensure all are accessible to community members with a range of mobilities; this includes events at parks as well as in host or partner buildings. We strive to include notes or exceptions about accessibility in the event descriptions, and invite prospective participants to contact Program staff in advance with any questions: via phone at 415-981-1960, and email at programs@ourfamily.org.

On our event RSVP or registration forms, we include questions inviting participants to request any accommodation that would ensure their fullest participation, including but not limited to: language interpretation, translated print materials, childcare providers experienced with kids with disabilities, large print materials, allergen-free food options, etc. If registering within 48 hours of an event, we ask that participants follow up with a phone call to ensure receipt of your request: 415-981-1960.

Communication technologies

Our current website contains numerous accessibility errors, which we are addressing gradually. We will be launching a fresh site design in late spring, 2020: with that site our aim is to meet or exceed the **Section 508 standards** and to conform to the **W3C Web Content Accessibility Guidelines (WCAG) 2.1**.

In addition to features necessary for supporting the Section 508 standards and WCAG 2.0, the new site's section headings will be used to organize the content; any videos we post will incorporate open captions at least, and descriptive narrative where possible. In developing our site, templates are being subjected to automated and end-user testing. Template updates are checked for conformance with the Section 508 standards and WCAG 2.1 before they are deployed.



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All our content (on the current and the upcoming site) is provided in HTML. Portable Document Format (PDF) versions are available for any content upon request. Please contact media@ourfamily.org with any such requests and we will fulfill them as expeditiously as possible.

If you have feedback or concerns related to the accessibility of any content on this website, or have ideas or comments that would help us improve the accessibility and usability of our website, please contact us at media@ourfamily.org; phone 415-981-1960. If applicable, please include the web address or URL and the specific problems you have encountered.