

Accessibility Fund Policy

LONG TITLE	An Act which Governs the CUSA Accessibility Fund	DATE OF ENACTMENT	25 September 2023
		LAST AMENDED	25 September 2023
REFERENCE No.	S-03	NEXT REVIEW	September 2025
CATEGORY	Student Services	COMPETENT CHAMBER	Council

PREAMBLE

The CUSA Accessibility Fund is dedicated to ensuring that events and services organized by CUSA are accessible to all students, with particular emphasis on those with disabilities.

INTERPRETATION

- 1 This Policy may be called the *Accessibility Fund Policy*.
- 2 In this Policy, the following definitions shall apply:
 "Association" means the Carleton University Students' Association (CUSA).
 "Fund" refers to the Accessibility Fund;
 "Member" means any CUSA fee-paying undergraduate student at Carleton University.

Eligibility

- 3 All CUSA departments, clubs, service centres, facilities, and members of the Association shall be able to apply for funding from the Accessibility Fund.

Committee

- 4 The Accessibility Fund Subcommittee, a subcommittee of the University Affairs Committee, shall administer the Accessibility Fund.
- 5 The Accessibility Fund Subcommittee shall have the following composition:
 - a) the CUSA Vice President Student Issues (Chair);
 - b) one (1) employee of the Carleton Disability Awareness Centre, with preference given to the coordinator;
 - c) two (2) councillors; and
 - d) two (2) students-at-large appointed by Council.
- 6 Quorum for the subcommittee shall be 50% of voting members.
- 7 The committee shall meet at least once per semester or on an as-needed basis.

8 The subcommittee shall make regular reports to Council regarding the appropriation of funds. The decisions of the subcommittee shall be final unless Council should decide by a vote of 2/3 of all members of Council to reconsider the request.

Funds

9 At the end of every fiscal year, any monies remaining in the Accessibility Fund will remain.

Submissions

10 All applicants are required to fill out a standard application form available on the CUSA website and provide details as to how funding from the Accessibility Fund will improve the accessibility for an event, project, facility, individual, or initiative.

11 Applicants may be asked to appear before the subcommittee to make a presentation and/or answer questions regarding their request.

12 Applications to the Accessibility Fund will be considered on a rolling basis.

Requirements

13 In order for the Accessibility Fund Subcommittee to grant funding for an event, project, facility, individual, or initiative, it must be established that the provision of the improved accessibility is the responsibility of CUSA.

14 If the subject of an accessibility project is the joint responsibility of the Association and the University administration, then costs will be divided in proportion to the responsibility.

15 In the event that the subject of the request for funding is a joint responsibility of both the individual and the Association, then CUSA will enter into a cost sharing arrangement with the individual to cover the costs in the amount for which CUSA is responsible.

Guidelines

16 As a matter of official policy, the Accessibility Fund Subcommittee will regard favourably those applications that take the following aspects into consideration:

- a) Permits students to have easier access to a facility or event.
- b) Benefits which extend to a large number of students.
- c) Longevity in the impact of the funding.
- d) Direct assistance for students with disabilities.