

Campaign Finance Board Accessibility

Campaign Finance Board Policies Prohibiting Discrimination Against People with Disabilities in Access to Services

It is the policy of Campaign Finance Board to comply with all applicable laws including, but not limited to, the Americans with Disabilities Act (ADA), Rehabilitation Act, the New York State Human Rights Law and the New York City Human Rights Law. Campaign Finance Board does not discriminate on the basis of disability in the operation of its programs, services and activities and strives to be welcoming to and inclusive of people with disabilities.

Employment related complaints for employees and applicants for employment seeking a reasonable accommodation are covered under the City's EEO Policy which can be found at nyc.gov/assets/dcas/downloads/pdf/agencies/nyc_eeo_policy.pdf

Any member of the public who requires an auxiliary aid or service for effective communication, or a reasonable modification of policies or procedures in order to participate in our programs, services or activities (involving matters other than employment) is invited to direct their needs and preferences to Campaign Finance Board's Disability Service Facilitator by email, phone or mail:

Kirann Nesbit

100 Church Street, 12th Floor, New York, NY 10007

Access@nyccfb.info

(212) 409-1847

Requests should be made as soon as possible but no later than three (3) business days before the scheduled program, service or activity. Questions, concerns or requests for additional information may be directed to the Campaign Finance Board's Disability Service Facilitator.

If you believe that you have been denied an auxiliary aid or service or a reasonable modification of policies or procedures that you need in order to participate in programs, services or activities provided by Campaign Finance Board please see Campaign Finance Board's grievance procedure below.

Campaign Finance Board Grievance Procedure for Members of the Public Alleging Discrimination Based on Disability

Any member of the public alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by Campaign Finance Board may file a grievance with Campaign Finance Board, which should contain:

- the name, address, telephone number and/or email of the grievant and
- information about the alleged discrimination, such as the location, date, and description of the incident or alleged violation of the ADA, Rehabilitation Act, NY State Human Rights Law, or NYC Human Rights Law.

“Grievance” is the term for the allegation filed with Campaign Finance Board by a member of the public.

“Grievant” is the term for the person alleging discrimination in the grievance.

When and How to File a Grievance

The grievance should be submitted as soon as possible, but no later than sixty (60) calendar days after the date of the alleged violation to:

Kirann Nesbit

100 Church Street, 12th Floor, New York, NY 10007

access@nyccfb.info (Please include “Grievance” in subject line.)

The grievance may be filed in one of two ways:

1. By submitting the grievance in writing by mail or email using the above address; or
2. Upon request, by an alternative means, such as an in-person interview or an audio recording, describing the incident or alleged violation of the ADA, Rehabilitation Act, NY State Human Rights Law, or NYC Human Rights Law. A request for an alternative means of filing may be granted as an accommodation for a grievant with a disability.

Timeline Following Filing of Grievance

Within fifteen (15) calendar days after receipt of the grievance, the Disability Service Facilitator or designee will contact the grievant to discuss the grievance and possible resolutions.

Within fifteen (15) calendar days of this contact with the grievant, the Disability Service Facilitator or designee will provide a response in writing. Grievant may request the response in an additional format accessible to them, such as large print, Braille, or audio recording. This response will address the grievance, describe Campaign Finance Board’s position, and offer options for substantive resolution of the grievance, where applicable.

When and How to File an Appeal

The grievant may appeal Campaign Finance Board's decision within thirty (30) calendar days of receipt of Campaign Finance Board's response.

The appeal should be mailed to:

Amy Loprest, Interim Executive Director
100 Church Street, 12th Floor, New York, NY 10007

The appeal may be filed in one of two ways:

1. By submitting the appeal in writing and by mail using the above address; or
2. Upon request, by an alternative means, such as an in-person interview or an audio recording, describing the incident or alleged violation of the ADA, Rehabilitation Act, NY State Human Rights Law, or NYC Human Rights Law. A request for an alternative means of filing may be granted as an accommodation for a grievant with a disability.

Timeline Following Filing of Appeal

Campaign Finance Board's response to the appeal will be provided to the grievant in writing within sixty (60) days following receipt of the appeal. Grievants may request the response in an additional format accessible to them, such as large print, Braille, or audio recording. This response will address the appeal, describe Campaign Finance Board's decision, and offer options for substantive resolution of the appeal, where applicable.

All written grievances, appeals, and responses in connection with a grievance made to Campaign Finance Board will be retained for at least three (3) years.

Note: Upon request to the Disability Service Facilitator, this page can be made available in an alternative format.

Campaign Finance Board's Website Accessibility Statement

Campaign Finance Board is committed to ensuring its digital content is accessible to and usable by people with disabilities. We are continually improving the user experience for everyone and applying the relevant accessibility standards.

Conformance Status

The Web Content Accessibility Guidelines (WCAG) define requirements for designers and developers to improve accessibility for people with disabilities. They define three levels of conformance: Level A, Level AA, and Level AAA. Our digital content is partially

conformant with WCAG 2.1 Level AA. Partially conformant means that some parts of the content do not fully conform to this accessibility standard.

Feedback

We welcome your feedback on the accessibility of our digital content. Please let us know if you encounter accessibility issues by using the [Website Accessibility Feedback Form](#).

If you need assistance accessing a particular program or service, please reach out to Campaign Finance Board's Disability Services Facilitator at (212) 409-1847 or access@nyccfb.info.

Assessment Approach

Campaign Finance Board assesses the accessibility of its digital content through self-evaluation.

Five-Year Accessibility Plan

[Local Law 12 of 2023](#) requires agencies to develop and implement a five-year accessibility Plan. Campaign Finance Board's Proposed Five-Year Accessibility plan can be found below. See the Notice of Opportunity to Comment for information on how to comment on the proposed plan.

Link: [Proposed Five-Year Accessibility Plan](#)

Link: [Notice of Opportunity to Comment](#)