

Related to which part of Title II	Questions	Response options/instructions	Required, Additional requirement through recent litigation, Good or Best practice
General Information			
1	0 Entity Name		n/a
2	0 State		n/a
3	0 Date of the most recent plan/update	listed on the front, not date of adoption	Best practice
4	0 First plan or revision	put the document # so, first plan =1, 2nd plan (first update) =2 etc.	Best practice
5	0 Years of previous plans	n/a if no previous (for multiple answers separate with comma not AND, OR etc.)	Best practice
6	0 Was the transition plan done by a consultant? (consultant company logo/name appears on the document or is described)	1- yes, 0- no	n/a
Public Participation Opportunities			
7	(d) 1 Is the transition plan available for public inspection?	1- yes, 0- no	Required
8	(d) 1 Is the transition plan available on the agency's website?	1- yes, 0- no	Good practice
9	(d) 1 What was the webpage URL?	Enter name of the webpage and copy/paste the URL	n/a
10	(d) 1 If not available on website, how was the plan acquired?	1- direct contact to LPA?, 2 - FOIA request, 99- n/a	n/a
11	(d) 1 Is the website where the transition plan was found accessible to individuals with vision impairments?	1- yes, 0- no . Based on WAVE accessibility checker having no errors.	Required
12	(d) 1 Is the transition plan document itself accessible? See: https://helpx.adobe.com/acrobat/using/create-verify-pdf-accessibility.html	1- yes, 0- no. Use Adobe Acrobat PDF accessibility check. Mark 1 if no failed components after review of report (e.g. tags and alt text	Required

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13 (d) 1	Were multiple outreach methods used to engage the public as part of the transition planning process? Multiple would be different types of methods (facebook and twitter is one type (social media). NOTE- website can be outreach method, but if used to tell people about the process, not just putting final plan on the website	Add up the number of methods used. Scoring: 0- none, 1-1, 2-2, 3- 3 or more. (i.e. if lists flyer, website & social media = 3). NA - unsure	Best practice
14 (d) 1	Were targeted methods used to engage people with disability to become involved in the transition planning process? Note - if there was involvement in TP, may be able to infer public outreach	1- yes, 0- no (if not listed choose 0)	Good practice
15 (d) 1	Which outreach methods were used?	List all methods described (both targeted to disability and general) 99- not listed	Best practice
16 (d) 1	Were people with disabilities and other interested individuals and organizations provided an opportunity to review and comment on the transition plan?	1- yes, 0- no,(if not listed choose 0)	Required
17 (d) 1 & 2	How were people with disabilities and other interested individuals and organizations involved?	List types of involvement: 1- provide input into planning of the transition plan, 2- input on areas of difficulty (barriers) in the community, 3-prioritizing improvements, 4- review of the plan/public comment period, 5 - other (describe), 99-N/A no public input. Check all that apply (for multiple answers separate with comma not AND, OR etc.)	Required
Inventory			
18 (d) 3 (i)	Was an inventory of PROW completed?	May also be called 'self-evaluation' 1- yes, 0- no.	required
19 (d) 3 (i)	Was a description of the inventory procedures included?	1- yes, 0- no.	Good practice

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20	(d) 3 (i)	What kind of sampling was used for the inventory? (How much of the community (city, county etc.) was assessed?) NOTE - may be useful to check maps	1- small sample, 2 - priority areas only, 3- a certain %, 4- random sample, 5- the whole community, 99- unclear how much or not listed	Good practice
21	(d) 3 (i)	Did the inventory assess whether pedestrian facilities were present (curb-cut is present or not)?	1- yes, 0- no, 99- unsure/not specified	Required
22	(d) 3 (i)	Did the inventory assess the compliance of pedestrian facilities that were present using ADA guidelines for PROW?	1- yes, 0- no, 99- unsure/not specified	Required
23	(d) 3 (i)	How was compliance of pedestrian facilities assessed? (Mark all that were described)	1- aerial imagery, 2- windshield survey, 3 - on-site assessment, 4, GIS based tool, 5 - mobile mapping vehicle, 6 - other (describe), 99- unsure/not described. (for multiple answers separate with comma not AND, OR etc.)	Best practice
24	(d) 3 (i)	Which pedestrian facilities were assessed as part of the inventory and transition plan?	Based on recent litigation, some regions are now required to include sidewalks and signals in transition plans (Bardon v. Sacramento). List all facilities - curb ramps, sidewalks, crosswalks, signals, etc. 99- unsure/not described. (for multiple answers separate with comma not AND, OR etc.)	Required addition through litigation
25	(d) 3 (i)	Does the transition plan list the physical barriers that limit the accessibility of services to individuals with disabilities? (results of the evaluation)	1- yes, 0- no.	Required
26	(d) 3 (i)	Which features of the PROW does it list? Sidewalks, curb ramps, cross-walks, traffic signals etc.	List all facilities - curb ramps, sidewalks, crosswalks, signals, driveways etc., 99-NA. (for multiple answers separate with comma not AND, OR etc.)	Required addition through litigation

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Instructions for writing in numbers on pedestrian features: If included in the Transition Plan, write the # and % of the features listed as accessible, inaccessible or that need improvements on? Or write NA - unavailable. Make sure the number of accessible features isn't included as a barrier. If sampling is used. List both the sample # and the extrapolated #. If there is more than one category of a feature (2 numbers 2 categories of sidewalks, list both). NOTE: these figures might also be in the schedule or cost-related section.

27	(d) 3 (i)	Sidewalk barriers	If n/a enter 99	Required addition through litigation
28	(d) 3 (i)	Curb Ramp barriers	If n/a enter 99	Required
29	(d) 3 (i)	Cross-walk barriers (NOTE: May be same as Intersections)	If n/a enter 99	Required addition through litigation
30	(d) 3 (i)	Traffic Signal barriers (NOTE: may be called pedestrian signals)	If n/a enter 99	Required addition through litigation
31	(d) 3 (i)	Other barriers (if any other's listed - driveways, parking etc.)	If n/a enter 99	Best practice

Methods and Schedule

32	(d) 3 (ii)	Does the plan include a description of the methods to be used to remove PROW barriers and make the facility accessible?	1- yes, 0- no, 99-unsure	Required
33	(d) 3 (iii)	Does the plan include a schedule of improvements to upgrade accessibility following the plan for each year of the transition period?	1- yes, 0- no.	Required
34	(d) 2	Does the plan include a schedule for other areas of the PROW beyond curbcuts, such as sidewalks, crosswalks, pedestrian signals?	1- yes, 0- no, 99-N/A – no schedule	Required addition through litigation
35	(d) 2	For which areas of the PROW is there a schedule?	List all areas -curbsuts, sidewalks, crosswalks, pedestrian signals. If general, enter 'general'. 99-N/A – no schedule	Best practice
36	(d) 3 (iii)	Are dates attached to each barrier removal? (note - If any description or table with dates of barrier removal mark yes)	1- yes, 0- no, 99-N/A	Good practice
37	(d) 3 (iii)	Until what year is barrier removal planned for?	List the year as well as the number of years from the time the plan was written, 99-not found. Make sure value is a year "2015"	Good practice

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38	(d) 2	Is a description of the prioritization for barrier removal present?	1- yes, 0- no, 99-N/A	Required
39	(d) 2	What factors were used for prioritization?	List all the factors described, such as Transportation facilities, schools, public places, places of employment, Citizen requests or complaints regarding inaccessible locations, Pedestrian level of service, Population density, Presence of a disabled population, Cost. 99-not found or no prioritization. If possible, simply copy/paste the text on prioritization	Best practice
40	(d) 2	Which factor were given the highest weight?	Enter the top factor listed , 99-not found or no prioritization	Best practice
41	(d) 3 (iii)	Were funding sources identified?	1- yes, 0- no.	Good practice
42	(d) 2	Will barrier removal be integrated into regular PROW work? (i.e. Is it integrated into the annual budget for public works? Or the Capital Improvement Plan (CIP))	1- yes, 0- no, 99-N/A	Good practice
43	(d) 3 (iii)	Which potential funding sources were identified?	Enter the POTENTIAL funding sources, 99-not listed. If possible, simply copy/past the relevant text	Good practice
44	(d) 3 (iii)	Which actual funding sources were identified? (actual meaning they list a source that has been designated for barrier removal and funds allocated for it)	Enter the ACTUAL funding sources, 99- not listed. If possible, simply copy/past the relevant text	Good practice
45	(d) 3 (iii)	Is a separate pool of funds identified and set aside?	1- yes, 0- no, 99- not listed or unsure	Best practice

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46 (d) 3 (iii)	If included in the transition plan, what was the amount of the estimated construction cost for the improvements needed to the PROW?	Write the amount of the estimate construction cost for the improvements needed to the PROW, 99-N/A – not listed. NOTE - just enter amount put any other text in 'additional comments'	Good practice
Who will implement?			
47 (d) 3 (iv)	Does the transition plan name an official responsible for the plan's implementation?	1- yes, 0- no , 99- unsure.	Required
48 (d) 3 (iv)	Is the official in a position of authority? (i.e. was it someone who can be held accountable? some examples are a department head, mayor, lead engineer etc.)	1- yes, 0- no, 99- unsure	Best practice
49 (d) 3 (iv)	What is the responsible official's department and title?	Provide the department and title of the official? 99- NA, (list other position if has other position beyond ADA coordinator)	Good practice
50 (d) 3 (iv)	Was an ADA coordinator designated?	1- yes, 0- no , 99-not found	Required
51 (d) 1	Was the name and contact information of the ADA coordinator listed in the transition plan?	1- yes, 0- no.	Good practice
Monitoring Progress			
52 0	Does the plan mention how monitoring of progress will take place, such as performance measures/regular reporting measures? For instance does the plan describe the the what, when, who will be involved.	1- yes, 0- no.	Best practice
53 0	How will monitoring take place?	Describe text and/or list performance measures, 99- N/A. If possible, simply copy/past the relevant text.	Best practice

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54	0 Does the plan specify how often the plan will be updated (every two years, for example)? NOTE - updated may be different than reviewed. Revised schedule or inventory is considered an 'update'	1- yes, 0- no, 99- maybe/unsure.	Good practice
55	0 How often the plan will be updated (every two years, for example)?	Enter the frequency of update listed, , 99- N/A	Good practice
56	0 If there is a plan update, does it demonstrate and evidence progress that has been made in order to reflect good faith efforts to comply with the requirements?	1- yes, 0- no, 99- N/A: no plan update	Good practice
57	0 How does it demonstrate and evidence progress that has been made in order to reflect good faith efforts to comply with the requirements?	Enter shorte description on what progress has been made. 99- NA	Good practice
58	0 Does the plan explain how the LPA will address ongoing citizen requests for PROW improvements? (specifically non-grievances)	1- yes, 0- no, 99-unsure	Best practice
59	0 Describe how the LPA will address ongoing citizen requests for PROW improvements	Enter description, 99- NA. If possible, simply copy/past the relevant text.	Best practice
60	0 Does the plan explain how the public can become involved in ongoing PROW issues for planning, prioritization and policy decisions? (NOTE- beyond public comment period, more actively attempted to engage public)	1- yes, 0- no, 99- unsure if it is really public involvement or something else	Best practice
61	0 Describe the ongoing public involvement opportunities?	Enter description or 99-NA. If possible, simply copy/past the relevant text	Best practice
Other			
62	0 Was a set of accessibility guidelines for pedestrian facilities adopted by the LPA?	1- yes, 0- not listed.	Good practice
63	0 Which guidelines have they adopted?	List which guidelines were adopted, 99- not listed. NOTE - write in the state and local as well if they are listed in the plan	Good practice

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64	0 Is the guideline updated for the 2010 ADAAG or PROWAG?	1- yes, 0- no. 99- not listed	Best practice
65	0 Is there any evidence the transition plan was put into operation by signature, ordinance or other means of adoption?	1- yes, 0- no, 99- unsure (if somehow talk about it but can't find documentation anywhere)	Best practice
66	0 Does the Transition Plan describe how the efforts and priorities listed will be incorporated into other pedestrian and transportation planning?	1- yes, 0- no.	Best practice
67	0 If yes, how are the efforts and priorities listed incorporated into other pedestrian and transportation planning?	Enter description or 99-NA. If possible, simply copy/past the relevant text	Best practice
68	0 Is the document a scan?	1-yes, 0-no	
69	0 Was the plan intended to assess facilities?	1-yes, 0-no	

Quality assessment of transition plans tool used in national review of ADA transition plans

More information about this project available at: <https://www.sciencedirect.com/science/article/pii/S0264275119302501?via%3Dihub>

Eisenberg, Y., Heider, A., Gould, R., & Jones, R. (2020). Are communities in the United States planning for pedestrians with disabilities?

Findings from a systematic evaluation of local government barrier removal plans. *Cities*, 102, 102720