# Completing an Accessibility Roadmap

## Overview

After assessing the accessibility of your product(s) and completing a VPAT, you might identify areas that are not compliant with Section 508 and/or WCAG 2.0. When [Information and Communication Technology](http://www.section508.gov/content/is-it-ict) (ICT) products do not meet the accessibility standards, MU vendors are required to provide an Accessibility Roadmap. An Accessibility Roadmap identifies gaps in product accessibility (e.g., those identified in the VPAT) and proposes reasonable methods of remediation with an estimated time frame for completion. This document sets benchmarks for progress and demonstrates dedication towards continuous product improvement.

## General Process

You may use the University of Missouri Accessibility Roadmap template which will be provided along with this guide, or we will accept an existing Accessibility Roadmap if it meets the criteria outlined below.

The Accessibility Roadmap is divided into three areas: Vendor/Product Information, Specific Issues, and Additional Information. It must provide the following information:

* A description of the specific steps and timelines by which known accessibility gaps will be rectified.
  + A list of any workarounds for product accessibility gaps including use of alternative business processes (e.g. offering phone support until web-based support tools are accessible).

## How To Complete an Accessibility Roadmap

It is recommended that technical staff with training in digital accessibility complete your Accessibility Roadmap. If there is no such person on staff, a company may want to hire a vendor that specializes in accessibility assessments. In addition, it is recommend to refer to the Resources section at the bottom of this document for additional information.

Should the University of Missouri enter into a contract with your company, the Accessibility Roadmap may become part of the final contract as a legal document detailing the product’s capabilities and creating specific expectations for deliverables. Therefore, it is critical that you have confidence in your accessibility roadmap’s clarity and accuracy.

## Resources

* University of Missouri’s Accessibility Policy: <http://bppm.missouri.edu/chapter1/1_025.html>
* State of Missouri’s IT Accessibility Standards (PDF): <http://mdc.mo.gov/sites/default/files/resources/2011/10/itaccessibilitystds_2011.pdf>
* Section 508: <http://www.access-board.gov/guidelines-and-standards/communications-and-it/about-the-section-508-standards>
* WCAG 2.0: <http://www.w3.org/TR/WCAG20>
* US Access Board (508 Refresh Proposed Rules): <http://www.access-board.gov/guidelines-and-standards/communications-and-it/about-the-ict-refresh/overview-of-the-proposed-rule>