

Essentials for Websites of AIM-Aspirant and AIM Congregations:

- **Commitment to inclusion:** The church's welcome message should explicitly include your congregation's commitment to fully including and embracing people with disabilities in the life of the congregation.
- **Acknowledgement of AIM Program Participation.** Your congregation's participation in AIM distinguishes it from other congregations and is something everyone should be proud of.
- **A description of your AIM team,** its mission and activities. Encourage others to join your team, indicate how to become involved, and provide contact information. Consider setting up a team email rather than having someone's personal email as the contact. As leadership and membership in teams changes over time, you'll be able to avoid having to make website changes by having a team email address for interested people to contact.
- **A webpage for your AIM Team.** If other committees within the church (i.e., Religious Education, Fellowship, Outreach, or Social Justice) have pages, AIM should have one, too. If not, the information should be easy to find.
- **Information about Accessibility and Accommodations.** Information about your building and accommodations available to people with disabilities must be part of every welcoming website. The information link should be on the home page and very visible.

Your building

- Map and/or written description of location of accessible parking spaces and location of doors
- Map and/or written description of location of automatic doors and elevators, accessible bathrooms, bathrooms that would accommodate an attendant (sometimes called "family bathrooms"), transgender bathrooms, accessible seating in the sanctuary
- Information about public transportation to the building; carpooling system if available

Accommodations

- Do you have a loop system or hearing assistive devices? Captioning? American Sign Language (ASL) interpretation?
- Do you offer large print Orders of Service? Braille signage and hymnals? If so, how would a person get ahold of these items when they come to your church?
- Do you make the Order of Service available electronically so that it can be read by a text-to-speech app or printed with a Braille?
- Do you offer YouTube videos of your services or sermons? Do you make the minister's sermon available electronically? Do you offer recordings or printed versions of sermons so that those who cannot physically be present can participate remotely and remain connected to the community?

- Do you have chairs with arms in the Sanctuary to provide support for rising from a seated position, accessible coat racks, or handrails in various areas of your building?
- Is using a portable microphone at meetings part of your congregation's culture?
- Include any other accommodations provided to include people with disabilities in congregational life

Programs & Services

- What should parents of a child or youth with disabilities know about coming to your congregation? How will parents/caregivers know their child or youth will be welcome? Who should they contact regarding accommodations for their child or youth?
- Include information on Pastoral Care and other services available
- Do you have support groups for people with disabilities? Do you provide meeting space for AA, Alanon, NAMI, grief groups, or groups for people with mental health issues or disorders such as depression?

Policies

- Do you welcome service animals? What is your policy if a person has one?
- What is your church's policy on chemical sensitivity if you have one?
- Do you have a policy on food allergies and the food items allowed in the building?
- Who should people contact with questions, concerns, or suggestions? Do you have a suggestion box or email address for this purpose?

Website Accessibility

Website accessibility is a technical fix to a website that allows people who use assistive technology to access the information. Some congregations may opt to have website accessibility as an Accessibility Project on their AIM Plan, but it is not currently a program requirement.

If you have a website guru that can work on making your website functionally more accessible, here is a link to some guidelines provided by the

UUA: <http://www.uua.org/communications/websites/accessibility>.

Additional Information to Consider for Your Welcoming Website:

- Links to AIM's UUA webpage: <http://www.uua.org/accessibility/aim/obtaining>
- Link to EqUUal Access' webpage, <http://www.equualaccess.org/>, with explanation of what EqUUal Access is, and encouragement to join (it's free, although donations are appreciated – we should all be members!)
- Your website should include “page last updated” dates on each webpage so that a visitor knows that the information they are viewing is the most current and up-to-date (this is a good rule of thumb for all websites). The date doesn't necessarily indicate that a change has been made, only that someone verified that the information is still accurate.

Do you have other ideas that we should add to the list? Please let us know! We'd like to share your ideas with other congregations! Please send suggestions to aim@uua.org.