Retailer Accessibility Program Overview

Definitions:

Americans With Disabilities Act (ADA)
For purposes of this program, compliance with the Americans With Disabilities Act will be focused solely on accessibility to Lottery products. Generally, accessibility will be required for parking, path of travel, and counter access. Specific criteria are detailed on the Retailer Accessibility Survey form and further explained in the Retailer Accessibility Guidelines at valottery.com/retailer.

Modification Cost Standards
Cost estimates for making common accessibility modifications (e.g. creating an accessible parking spot, adding a parking sign, installing a ramp, etc.)

Retail Location
For purposes of this program, a retail location is defined as a particular physical location – irrespective of ownership.

Retailer Compliance Coordinator (RCC)
Lottery employee responsible for overseeing program activities.

Retailer Compliance Representative (RCR)
Lottery employee(s) responsible for conducting retailer accessibility surveys.

Policy & Procedures
for all new retail locations licensed and activated after January 1, 2011:

- Must be ADA compliant, within 12 months after their license is activated.
  - RCR will conduct an initial on-site survey after retailer is activated.
  - RCC will notify retailer – in writing – of survey findings and what actions, if any, the retailer needs to take.

- Retailer must make all necessary modifications.
  - RCC will send retailer “reminder” letters every 90 days until modifications are completed.

- Retailer must certify to the Lottery – in writing, using designated Lottery certification form – that the modifications have been completed.
  - RCR will conduct a follow-up survey.
  - RCC will notify retailer – in writing – of survey findings and what actions, if any, the retailer needs to take.

- If retail location is not accessible by last day of 12th month after activation (date coincides with license expiration/renewal date), retailer’s license will be suspended until all necessary modifications have been made.
In the coming weeks, Lottery Retailer Compliance Representatives will begin conducting on-site surveys of retail locations. The survey findings will be used to determine your compliance with established accessibility criteria, and what modifications — if any — you may need to make to your store. Below is a sample of this survey.

To Be Completed by Lottery Representative Only
RETAILER ACCESSIBILITY SURVEY

Store Name __________________________ Retailer # _______ Chain # _________
Address ___________________________ City _______ Zip _______
Latitude _____ Longitude _______ Phone number _______________________

GENERAL:
1. Does this retailer rent/lease its space from a landlord? □ Yes □ No
2. Does the lease agreement and/or property management agreement: Allow retailer to make changes to parking area, curb cuts, ramps, and doors without obtaining permission from a third party? □ Yes □ No □ N/A
   Allow for these changes only with third party permission? □ Yes □ No □ N/A

PARKING:
3. What type of parking does this retailer have?
   Private Lot – paved □ Yes □ No
   Private Lot – unpaved □ Yes □ No
   Street parking – if yes, please go to question #6 □ Yes □ No
   Strip Mall – if yes, please go to question #7 □ Yes □ No
   Other (please describe) □ Yes □ No

4. Describing the parking spaces:
   Are there 1-25 public parking spaces? □ Yes □ No
   *Is at least one of these spaces designated as Accessible? □ Yes □ No □ N/A
   *Is this space Van Accessible? (96” space + 96” access aisle, 192” total) □ Yes □ No □ N/A
   *Is the proper signage in place? (International symbol sign, Van Accessible sign, and penalty sign) □ Yes □ No □ N/A
      Are there 26-50 public parking spaces? □ Yes □ No
   *Are at least two of these spaces designated as Accessible? □ Yes □ No □ N/A
   *Is one space Van Accessible? (96” space + 96” access aisle, 192” total) □ Yes □ No □ N/A
   *Is the proper signage in place? (International symbol sign, Van Accessible sign, and penalty sign) □ Yes □ No □ N/A
   *Is the other designated space a Standard space (96” space + 60” access aisle) or a Universal space (132” space + 60” access aisle)? □ Yes □ No □ N/A
   *Is the proper signage in place for Standard or Universal spaces? (International symbol sign and penalty sign) □ Yes □ No □ N/A
   Are there more than 50 public parking spaces? □ Yes □ No
   *Is there at least one designated Accessible parking space for every 25 public parking spaces? □ Yes □ No □ N/A
   *Is one of every eight Accessible parking spaces, but not less than one, designated as Van Accessible? (96” space + 96” access aisle, 192” total) □ Yes □ No □ N/A
*Is the proper signage in place for Van Accessible parking spaces? (International symbol sign, Van Accessible sign, and penalty sign)

* Are the other designated spaces standard Accessible spaces (96” space + 60” access aisle) or Universal spaces (132” space + 60” access aisle, 192” total)?

*Is the proper signage in place for Standard and Universal parking spaces? (International symbol sign and penalty sign)

5. *Is/Are the accessible parking space(s) the closest to the entrance of the facility?  

6. *If the retailer has street parking, is a street parking space designated for Accessible parking?

7. *If the parking lot is in a strip mall, are the Accessible parking spaces located on the shortest accessible route of travel to an accessible pedestrian exit from the parking facility?

PATH OF TRAVEL:

8. Is a curb cut or ramp required to get from the parking lot to the retailer?  

9. If yes, is the curb cut or ramp:
   * Present?
   * In good repair?
   * At least 36” wide?
   * Made of a slip resistant surface?
   * If ramp, are edges flush with street and sidewalk?
   * If ramp, is the slope ratio no greater than 1” H for 12” L?
   * If ramp and ramp is more than 6” H or 72” L, is there a hand railing?

10. Does the path of travel from the Accessible parking space to the interior of the store:
    * Have a clear path of travel at least 36” wide?
    * Have doors at least 32” wide?
    * Have doors that may be opened with a closed fist – both directions?
    * Have door thresholds 1/2” high or less?

INTERIOR:

11. *Is the path to the point where lottery tickets are sold/cashed clear and at least 36” wide?

12. *If the floor has mats, are they secured and non-sliding?

13. *If the purchase point is a counter, is it 36” high or less OR will store personnel offer an alternative method to accommodate customers with disabilities and allow them to purchase/cash tickets?

14. *Is there a turning diameter of at least 60” OR T-shaped floor space with 36” aisles to allow a wheelchair user to reverse direction?