1. **Which elements of the project are currently underway? Which elements have been completed since the department last updated the JTC? Is the project on schedule with initial plans?**

OIT Response:

a. The Technology Accessibility Program (TAP) is almost fully staffed. At the start of the fiscal year there were 2 team members and now there are 7 (Senior Program Manager, Senior Solutions Architect, Senior Solutions Engineer, and 4 Solutions Engineers called Accessibility Consultants).

    i. Accessibility Consultants are all assigned to a portfolio of agencies, provide support and guidance in the core areas of the IT Accessibility Adoption plans, including governance, skills & training, IT project planning, procurement, evaluation, testing, and remediation. They help monitor and track progress as well.

    ii. The TAP team are thought leaders on digital accessibility for both the state, local governments, and the nation with representation and speaking engagements at groups and conferences including SIPA, Colorado Counties Inc, Colorado Municipal League, National Federation of the Blind, and CSUN Assistive Tech Conference.

b. Host a weekly Open Office Hours to provide updates, receive feedback, and create the space for agencies to share about accessibility-related work.

c. The TAP has purchased and distributed a number of accessibility software solutions to assist agencies with accessibility testing and remediation.

d. Aira, the visual interpreter service, was purchased, marketed and implemented to assist blind and low vision individuals when engaging with state services and digital products.

e. Started the development of the Empathy Lab and recruitment for the Community Steering Committee which will help inform agencies on varying types of disabilities.

f. Have completed the evaluation of the TAP program to identify strengths, weaknesses, and areas of improvement.

g. Purchased pre-built and custom developed self-paced accessibility training modules that will be available to all state employees. There will be role based training to provide specific guidance and information to critical roles such as developers, communication leads, webmasters, etc.

h. Assisted with the creation of the Enterprise Agreement for 5 accessibility vendors to support various accessibility plan implementation needs including testing and remediation of products.

i. Engaged an accessibility consultant and OIT's procurement team to assist in developing accessible procurement processes and tools (work will be completed by 6/30/2023). Updating OIT's Technical Accessibility Standards and have created a risk assessment matrix, vendor accessibility information request forms, and processes for vetting vendor products for accessibility (similar to vetting for security requirements/standards).

j. Working with OIT teams such as Enterprise Project Management Office, Customer Office, and procurement team to include accessibility processes and governance in areas that impact all state agencies.

k. Working in direct partnership with SIPA and Tyler to address and resolve Colorado.gov platform accessibility issues

2. **How much money has been obligated and spent at this point? Please break down amounts and spent separately.**

OIT Response:

a. The TAP program currently has 5 separate streams of obligated funding:
   i. Common Policy (covers 1.0 FTE) - funding covers 100% of the Senior Solutions Architect position (from a FY2018 decision item). Funds are obligated and spent for FY23.
   ii. OSPB Evaluation Grant ($45,000) - funding is obligated and will be spent by 6/30/23. The grant funding was used to hire an external evaluator that helped answer several key questions that will help guide the work of the program and provide helpful information for OIT and agencies to use.
   iii. HB21-1110 funding ($313,375) - covers 100% of the Siteimprove license for the state and the Senior Solutions Engineer position (1.0 FTE). All funds are obligated and spent for FY23.
   iv. FY2022-23 Technology Accessibility Program funding from FY23 budget amendment ($1,650,903). Funds are obligated and will be spent by 6/30/23. These funds cover:
      1. Personnel ($745,200):
         a. Senior Program Manager and 4 Solutions Engineers (who are referred to as Accessibility Consultants)
      2. Accessibility Remediation Software for Agencies ($160,898) including:
         a. Adobe Acrobat Pro DC (document testing/remediation tool), 200 licenses, $14,688

      b. JawsInspect - (website screen reader testing tool) $49,756
      c. Otter.ai - (audio transcription tool) - $36,139
      d. CommonLook (for document remediation), 100 licenses, $59,647
      e. Zoom licenses, $667

3. Accessibility software for People with Disabilities ($311,633):
      a. Aira Service and Campaign (Visual Interpreter Service for blind and low vision users) - $261,876
      b. Enterprise JAWS (Zoomtext, Service Maintenance Agreement and Fusion included - screen reader and screen magnification tools for blind and low vision users) - $49,765

4. Training ($102,648):
      a. Training Development software, Articulate 360, $2,798
      b. Two custom Accessibility Training Courses Developed (accessibility fundamentals and accessible web content courses) and self-paced accessibility training modules purchased (courses for designers, developers, content creators, and testers), $99,850

5. MyColorado App Remediation ($287,000):
      a. Remediation of accessibility issues and new accessibility audit (completed by 6/30/2023) - $287,000

6. Consulting Services ($31,042):
      a. Techy Joe's Accessibility, $6,042
          i. Training services and consulting for blind and low vision employees using state technology such as Google Suite and other state software
      b. Jeff Kline Consulting, $25,000
          i. Provided consulting on OIT vendor procurement documentation, processes for vetting accessibility of IT products, and providing tools and training to OIT staff

7. Operating (conferences, equipment, staff development), $25,265:
      a. Accessibility conferences, $16,605
          i. Includes several speaking engagements such as the National Federation of the Blind

conference, CSUN Assistive Technology conference, Colorado Government Association of IT Professionals (CGAIT) conference
　　　　ii. Laptops, peripherals, digital notetaker, $7,400
　　　　iii. International Association of Accessibility Professionals (IAAP) membership for TAP team, $1260
　　v. SIPA Innovation Grant, $90,000
　　　　1. Funding for OIT's Empathy Lab which is a virtual inclusion and awareness lab designed to build awareness, empathy and desire to create accessible and equitable digital products. Funding is obligated and funds are not fully spent (the funds carry over into the next fiscal year).

3. **What is anticipated to be completed by the next quarterly update?**

OIT Response:
　　a. Hiring and onboarding of 3 new staff for TAP and OIT:
　　　　i. Program Manager for OIT Accessibility Plan implementation
　　　　ii. Communications Manager
　　　　iii. Senior Policy Advisor to lead accessibility rulemaking efforts
　　b. Rollout of accessibility training modules to state employees
　　c. Updates to the public accessibility website and internal IT accessibility planning website with a more user-friendly layout and additional information and resources
　　d. Begin the rulemaking making process drafting accessibility rules for feedback from agencies and various community stakeholders
　　e. Creation of an accessibility dashboard that will show agency progress (including OIT) on IT Accessibility Plan implementation and Siteimprove data for state websites. The dashboard will show high level updates in addition to agency specific information (for the consolidated agencies).

4. **When does the department/institution anticipate that the project will be complete?**

OIT Response:
　　a. As we create new digital content and bring on new products continually, accessibility work will be ongoing. The "project" part of the IT Accessibility Plans will be completed when all agencies have completed the checklist

which indicates the systems, governance, and supports are in place to operationalize accessibility in all areas of their work and digital products.
    b. We anticipate that most, if not all state agencies, will reach 80% completion of their plans by June 30, 2024 and 100% by June 30, 2025.

5. **Are there any important concerns or updates you wish to share with the committee?**

OIT Response:
    a. There will continue to be challenges with getting vendor products to full compliance and to continue to stay in compliance or as best as possible for the life of the product
    b. Rules will need to be developed to address things such as:
        i. Transition time needed to move from the current set of WCAG guidelines to the next version
        ii. Cure periods to allow government entities to address accessibility issues in good faith and under reasonable timelines given certain constraints out of their control or current FY budget
        iii. Accommodation and exception guidelines to help provide support to people with disabilities while remediation efforts are underway for a product
        iv. Other rules not yet identified but designed to solve problems around accessibility in products

6. **For multi-phase projects, has there been any insight gained through this phase of the project that will cause changes in the next requested phase of the project?**

OIT Response:
    a. Yes, we have learned a lot over the past year as we dug deeper into assessing the current state as we created the IT Accessibility Adoption Plans in each agency. This provided better insight into the work needed, the resources needed, and the support that OIT and agencies need. In particular, we are now more focused on:
        i. Providing more guidance around evaluating, prioritizing, testing, and remediating products
        ii. Understanding and estimating the level of effort and budget needed to complete the work.
        iii. Understanding staff needs, roles, responsibilities, and skills needed

iv. Needing to define plans for accommodations when needed and standardizing some of those plan requirements/needs