

Volume I: VPAT

Solicitation, Contract, and/or Modification Number: 18-250-SOL-00106-000001

Solicitation Title: Support for the Public Health Nutrition Workforce and Integration of Nutrition in State Title V Programs – HRSA MCHB Public Health Nutrition Workforce (MCHB60 C 889) FY18

Name and Address of Offeror:

Association of State & Territorial Public Health Nutrition Directors doing business as the Association of State Public Health Nutritionists (ASPHN)
P.O. Box 1001
Johnstown, PA 15907-1001

Point of Contact:

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Terms and Conditions:

- The Association of State & Territorial Public Health Nutrition Directors has taken no exceptions to the terms and conditions of the request for proposal (RFP).
- The Association’s proposal is predicated upon all the terms and conditions of this RFP. This proposal is firm for at least 180 days from the date of receipt by the Government.

Date of Submission: July 9, 2018



Karen L. Probert, MS, RDN
Executive Director

Association of State & Territorial Public Health Nutrition Directors Accessibility Conformance Report

VPAT® Version 2.1 – March 2018

Name of Product/Version: MCH Briefs, Webinars, Conference calls, Toolkit

Product Description: These products will be produced to meet the tasks in amended solicitation 18-250-SOL-00106-00001. Products could include items such as PDF documents, Vimeo recordings of webinars, PowerPoint presentations.

Date: July 8, 2018

Contact information: Cynthia Atterbury, cyndi@asphn.org

Note: VPAT 2.1 being used not the PAT note in the solicitation as this is the most current version as of March 2018.

Evaluation Methods Used: Testing is based on general product knowledge. Note: this report is being prepared in response to an HHS solicitation. The products considered, as the template was completed, have not been developed. ASTPHND will work meet and test the for compliance as required when the products are developed. Consultants experienced with 508 compliance and Web Content Accessibility Guidelines 2.0 will be involved at product conception to insure best practices are being followed.

Applicable Standards/Guidelines

This report covers the degree of conformance for the following accessibility standard/guidelines:

Standard/Guideline	Included In Report
Web Content Accessibility Guidelines 2.0, at http://www.w3.org/TR/2008/REC-WCAG20-20081211/	Level A (Yes) Level AA (Yes) Level AAA (No)
Revised Section 508 standards as published by the U.S. Access Board in the Federal Register on January 18, 2017 Corrections to the ICT Final Rule as published by the US Access Board in the Federal Register on January 22, 2018	(Yes)
EN 301 549 Accessibility requirements suitable for public procurement of ICT products and services in Europe, - V1.1.2 (2015-04) at http://mandate376.standards.eu/standard	(No)

Terms

The terms used in the Conformance Level information are defined as follows:

- **Supports:** The functionality of the product has at least one method that meets the criterion without known defects or meets with equivalent facilitation.
- **Supports with Exceptions:** Some functionality of the product does not meet the criterion.
- **Does Not Support:** The majority of product functionality does not meet the criterion.
- **Not Applicable:** The criterion is not relevant to the product.
- **Not Evaluated:** The product has not been evaluated against the criterion. This can be used only in WCAG 2.0 Level AAA.

WCAG 2.0 Report

Tables 1 and 2 also document conformance with:

- EN 301 549: Chapter 9 - Web, Chapter 10 - Non-Web documents, Section 11.2.1- Non-Web Software (excluding closed functionality), and Section 11.2.2 - Non-Web Software (closed functionality).
- Revised Section 508: Chapter 5 – 501.1 Scope, 504.2 Content Creation or Editing, and Chapter 6 – 602.3 Electronic Support Documentation.

Note: When reporting on conformance with the WCAG 2.0 Success Criteria, they are scoped for full pages, complete processes, and accessibility-supported ways of using technology as documented in the [WCAG 2.0 Conformance Requirements](#).

Table 1: Success Criteria, Level A

Notes:

Criteria	Conformance Level	Remarks and Explanations
<p>1.1.1 Non-text Content (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Closed: supports Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Closed: ASTPHND, to the best of our ability, will have information accessible. Individuals having difficulty will be provided with options to contact ASTPHND to provide assistance to make the information accessible.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>1.1.1 Audio-only and Video-only (Prerecorded) (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Closed: supports Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant</p>

Criteria	Conformance Level	Remarks and Explanations
		<p>software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Closed: ASTPHND, to the best of our ability, will have information accessible. Individuals having difficulty will be provided with options to contact ASTPHND to provide assistance to make the information accessible.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p><u>1.2.2 Captions (Prerecorded)</u> (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p><u>1.2.3 Audio Description or Media Alternative (Prerecorded)</u> (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) 	<p>Web: supports Electronic Docs: supports Software: not applicable Closed: supports Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p>

Criteria	Conformance Level	Remarks and Explanations
<ul style="list-style-type: none"> 504.2 (Authoring Tool) 602.3 (Support Docs) 		<p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Closed: ASTPHND, to the best of our ability, will have information accessible. Individuals having difficulty will be provided with options to contact ASTPHND to provide assistance to make the information accessible.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>1.3.1 Info and Relationships (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Closed: supports Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Closed: ASTPHND, to the best of our ability, will have information accessible. Individuals having difficulty will be provided with options to contact ASTPHND to provide assistance to make the information accessible.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe</p>

Criteria	Conformance Level	Remarks and Explanations
<p>1.3.2 Meaningful Sequence (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Illustrator.</p> <p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>1.3.3 Sensory Characteristics (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>1.4.1 Use of Color (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>1.4.2 Audio Control (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: Electronic Docs: Software: Authoring Tool:</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>2.1.1 Keyboard (Level A)</p> <p>Also applies to:</p>	<p>Web: supports Electronic Docs: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised</p>

Criteria	Conformance Level	Remarks and Explanations
<p>2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Software: not applicable Closed: supports Authoring Tool: supports</p>	<p>508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Closed: ASTPHND, to the best of our ability, will have information accessible. Individuals having difficulty will be provided with options to contact ASTPHND to provide assistance to make the information accessible.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>2.1.2 No Keyboard Trap (Level A)</p> <p>Also applies to:</p> <p>2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>2.2.1 Timing Adjustable (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>2.2.2 Pause, Stop, Hide (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>2.3.1 Three Flashes or Below Threshold (Level A)</p> <p>Also applies to:</p>	<p>Web: supports Electronic Docs: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised</p>

Criteria	Conformance Level	Remarks and Explanations
<p>2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Software: not applicable Authoring Tool: supports</p>	<p>508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>2.4.1 Bypass Blocks (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) – Does not apply to non-web software • 504.2 (Authoring Tool) • 602.3 (Support Docs) – Does not apply to non-web docs 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>2.4.2 Page Titled (Level A)</p> <p>Also applies to: 2017 Section 508</p>	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in</p>

Criteria	Conformance Level	Remarks and Explanations
<ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 		<p>text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>2.4.3 Focus Order (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>2.4.4 Link Purpose (In Context) (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft</p>

Criteria	Conformance Level	Remarks and Explanations
<ul style="list-style-type: none"> 602.3 (Support Docs) 		<p>Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>3.1.1 Language of Page (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Closed: supports Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Closed: ASTPHND, to the best of our ability, will have information accessible. Individuals having difficulty will be provided with options to contact ASTPHND to provide assistance to make the information accessible.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>3.2.1 On Focus (Level A)</p> <p>Also applies to: 2017 Section 508</p>	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in</p>

Criteria	Conformance Level	Remarks and Explanations
<ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 		<p>text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>3.2.2 On Input (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>3.3.1 Error Identification (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) 	<p>Web: supports Electronic Docs: supports Software: not applicable Closed: supports Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft</p>

Criteria	Conformance Level	Remarks and Explanations
<ul style="list-style-type: none"> 602.3 (Support Docs) 		<p>Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Closed: ASTPHND, to the best of our ability, will have information accessible. Individuals having difficulty will be provided with options to contact ASTPHND to provide assistance to make the information accessible.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>3.3.2 Labels or Instructions (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> 501 (Web)(Software) 504.2 (Authoring Tool) 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>4.1.1 Parsing (Level A)</p> <p>Also applies to: 2017 Section 508</p>	<p>Web: supports Electronic Docs: supports Software: not applicable Closed: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in</p>

Criteria	Conformance Level	Remarks and Explanations
<ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Authoring Tool: supports	<p>text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Closed: ASTPHND, to the best of our ability, will have information accessible. Individuals having difficulty will be provided with options to contact ASTPHND to provide assistance to make the information accessible.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.</p>
<p>4.1.2 Name, Role, Value (Level A)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	Web: supports Electronic Docs: supports Software: not applicable Closed: supports Authoring Tool: supports	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Closed: ASTPHND, to the best of our ability, will have information accessible. Individuals having difficulty will be provided with options to contact ASTPHND to provide assistance to make the information accessible.</p> <p>Authoring Tool: Content will be developed using products/software that will meet 508 accessibility</p>

Criteria	Conformance Level	Remarks and Explanations
		standards, i.e. Microsoft Word (2016 version), Adobe Illustrator.

Table 2: Success Criteria, Level AA

Notes:

Criteria	Conformance Level	Remarks and Explanations
<p>1.2.4 Captions (Live) (Level AA) Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: supports with exception Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media. Will not be providing live content in synchronized media with captioning. Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting. Software: No software will be developed under this contract. Authoring Tool: ASTPHND, to the best of our ability, will have information accessible. Individuals having difficulty will be provided with options to contact ASTPHND to provide assistance to make the information accessible.</p>
<p>1.2.5 Audio Description (Prerecorded) (Level AA) Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media. Will not be providing live content in synchronized media with captioning. Captioning software, 3PlayMedia, will used</p>

Criteria	Conformance Level	Remarks and Explanations
		<p>to caption prerecorded webinars.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p>
<p>1.4.3 Contrast (Minimum) (Level AA)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p>
<p>1.4.4 Resize text (Level AA)</p> <p>Also applies to:</p>	<p>Web: supports Electronic Docs: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised</p>

Criteria	Conformance Level	Remarks and Explanations
<p>2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Software: not applicable Closed: supports Authoring Tool: supports</p>	<p>508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Closed: ASTPHND, to the best of our ability, will have information accessible. Individuals having difficulty will be provided with options to contact ASTPHND to provide assistance to make the information accessible.</p> <p>Authoring Tool:</p>
<p>1.4.5 Images of Text (Level AA)</p> <p>Also applies to:</p> <p>2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Closed: supports Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Closed: ASTPHND, to the best of our ability, will have information accessible. Individuals having difficulty will be provided with options to contact ASTPHND to provide assistance to make the information accessible.</p> <p>Authoring Tool: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website.</p>

Criteria	Conformance Level	Remarks and Explanations
<p>2.4.5 Multiple Ways (Level AA)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) – Does not apply to non-web software • 504.2 (Authoring Tool) • 602.3 (Support Docs) – Does not apply to non-web docs 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website.</p> <p>The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website.</p> <p>The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p>
<p>2.4.6 Headings and Labels (Level AA)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: support Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website.</p> <p>The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Documents will be created in Microsoft</p>

Criteria	Conformance Level	Remarks and Explanations
		<p>Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p>
<p>2.4.7 Focus Visible (Level AA)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p>
<p>3.1.2 Language of Parts (Level AA)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this</p>

Criteria	Conformance Level	Remarks and Explanations
		<p>contract.</p> <p>Authoring Tool: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website.</p> <p>The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p>
<p>3.2.3 Consistent Navigation (Level AA)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) – Does not apply to non-web software • 504.2 (Authoring Tool) • 602.3 (Support Docs) – Does not apply to non-web docs 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website.</p> <p>The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website.</p> <p>The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p>
<p>3.2.4 Consistent Identification (Level AA)</p> <p>Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) – Does not apply to non-web software • 504.2 (Authoring Tool) • 602.3 (Support Docs) – Does not apply to non-web docs 	<p>Web: supports Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. ASTPHND intends to provide translation in text for any non-text content media.</p> <p>Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website.</p> <p>The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p>

Criteria	Conformance Level	Remarks and Explanations
		<p>posting. Software: No software will be developed under this contract. Authoring Tool: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p>
<p>3.3.3 Error Suggestion (Level AA) Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: not applicable Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. No information/data will be collected on the website. Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting. Software: No software will be developed under this contract. Authoring Tool: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website. The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p>
<p>3.3.4 Error Prevention (Legal, Financial, Data) (Level AA) Also applies to: 2017 Section 508</p> <ul style="list-style-type: none"> • 501 (Web)(Software) • 504.2 (Authoring Tool) • 602.3 (Support Docs) 	<p>Web: not applicable Electronic Docs: supports Software: not applicable Authoring Tool: supports</p>	<p>Web: ASTPHND contracts with web development vendor experienced and knowledgeable in the revised 508 accessibility standards. The website platform is WordPress. No information/data will be collected on the website. Electronic Docs: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website.</p>

Criteria	Conformance Level	Remarks and Explanations
		<p>The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p> <p>Software: No software will be developed under this contract.</p> <p>Authoring Tool: Documents will be created in Microsoft Word (2016), Adobe Illustrator, or other 508 compliant software prior to being posted on ASTPHND website.</p> <p>The organization will contract with experienced vendor to produce revised 508 compliant documents for web posting.</p>

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Notes:

Chapter 3: Functional Performance Criteria (FPC)

Notes:

Criteria	Conformance Level	Remarks and Explanations
302.1 Without Vision		
302.2 With Limited Vision		
302.3 Without Perception of Color		
302.4 Without Hearing		
302.5 With Limited Hearing		
302.6 Without Speech		
302.7 With Limited Manipulation	Not applicable	ASTPHND will insure compliance to allow user hardware to operate successfully.
302.8 With Limited Reach and Strength	Not applicable	ASTPHND will insure compliance to allow user hardware to operate successfully.
302.9 With Limited Language, Cognitive, and Learning Abilities	Not applicable	ASTPHND will insure compliance to allow user hardware to operate successfully.

Chapter 6: Support Documentation and Services

Notes:

Criteria	Conformance Level	Remarks and Explanations
601.1 Scope	Heading cell – no response required	Heading cell – no response required
602 Support Documentation	Heading cell – no response required	Heading cell – no response required
602.2 Accessibility and Compatibility Features	Not applicable	Software is not being developed under the contract.
602.3 Electronic Support Documentation	See WCAG 2.0 section	See information in WCAG section
602.4 Alternate Formats for Non-Electronic Support Documentation	Not applicable	Software is not being developed under this contract.
603 Support Services	Heading cell – no response required	Heading cell – no response required
603.2 Information on Accessibility and Compatibility Features	Not applicable	There is no documentation needed for our products.
603.3 Accommodation of Communication Needs	Level A	Will provide contact information for user to contact ASTPHND with any user issues.

Legal Disclaimer (Association of State & Territorial Public Health Nutrition Directors)

ASTPHND does not have a legal disclaimer at this time.

Include your company legal disclaimer here, if needed