



Accessibility Network at the University of Cincinnati

Accessibility Best Practices – Software and Applications

Print and use the checklist below to use when buying accessible software and applications.

- Has the Accessibility Network been [contacted](#) to participate on the procurement team?
- Has a Voluntary Product Accessibility Template (VPAT) been included in the RFP or other procurement process?
- Have alternative plans been created for purchases that are not accessible?
- Has an IT accessibility expert reviewed IT accessibility requirements and expectations with the selected supplier?
- Have procedures been established to test software updates for accessibility, submit complaints about the product or service via procurement, and ensure issues are remedied?
- Has feedback been provided to the Accessibility Network about addressing accessibility through the procurement process?