

Disability Mainstreaming - HRP 2022

A Checklist

This document is meant to act as a prompt, helping you reflect on how effectively disability is mainstreamed in your project. It was drafted to support the Humanitarian Response Plan (HRP) vetting process and was adapted from the [Disability Inclusion Lab Light for the World Project](#). If you would like to know further on inclusion tools and approaches you might consult the [Washington Group on Disability Statistics](#).



Go through the following questions, consider them closely, and include the answers throughout your project proposal. Make sure you demonstrate a nuanced understanding of disability mainstreaming by critically contemplating the following key points:

✓ Domain 1: Governance

- Are your strategic and operational **documents** disability-inclusive?
- Are your vision and mission supportive to work on inclusion, and does your organization have a written policy on **inclusion**?

✓ Domain 2: Programme Management Practices

- Is program **data** collected on disability? Do needs assessments or baseline assessments consider the needs of boys, girls, women and men with disabilities, and other vulnerable groups using WGQs? Through **inclusive consultations**? Conducting barrier analysis? Does your intake process include a question relating to any reasonable accommodations required for people with disabilities?
- Do persons with disabilities participate in all **planning, monitoring and evaluation** phases?
- Do you consult persons with disabilities to define **service location and service time**?
- What is the **percentage** of beneficiaries with disabilities that **participate** in regular projects? Are you **collecting Gender, Age and Disability Disaggregated Data** at all stages?

✓ Domain 3: Human Resources

- Is your **human resource policy** disability-inclusive and does it promote equal participation of all persons?
- Are **persons with disabilities working/ have equal access to job opportunities** in the organization?
- Is disability **orientation** for all staff organized? Or planned to be organized in the inception phase?

✓ Domain 4: Accessibility

- Are service locations **accessible**? Is there **fixed transportation arranged, door to door or outreach/mobile services** fixed for persons with very limited mobility?
- Are services itself accessible to diverse disabilities?
- Are services **disability friendly**? Has project staff been educated in **barrier-free approaches**?
- Have staff members been trained on **non-discrimination** and how to **communicate with courtesy and dignity**, support or include persons with disabilities equally?
- Is **information on service provision adapted to diverse disabilities**?
- Is staff informed of the list (**mapping**) of services available and that can be offered to people with disabilities/ injuries/ chronic diseases, including the referral process?
- Is there a clear external **referral system** identified for other services unavailable within your organization but provided by other actors?

✓ Domain 5: External Relations and Partnerships

- Does your organization collaborate or have **partnerships with Organizations of People with Disabilities OPDs**, formal and informal representative groups or mainstreaming organizations, and/or international/ national networks on disability inclusion?
- Does your organization address disability in **promotion, advocacy, fundraising and communication**?