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?