

Federally Conducted Programs and Activities

A federally conducted program and activity is anything a Federal agency does. Aside from employment, there are two major categories of federally conducted programs and activities covered. They are:

1. those involving general public contact as part of ongoing agency operations; and
2. those administered for program beneficiaries and participants.

Examples of covered programs and activities at GSA include, but are not limited to the following:

1. communication with the public;
2. public's use of GSA's facilities or equipment;
3. public events; and
4. outreach activities.

Applicable Federal laws and Executive Orders are: Section 504 of the Rehabilitation Act of 1973, as amended; Section 508 of the Rehabilitation Act of 1973, as amended; Executive Order 13166; and Executive Order 13160.

GSA is committed to providing meaningful access to the Agency's federally conducted programs and activities (FCPA).

This brochure is designed to provide a "snapshot" of general information about GSA's FCPA Program.

Remember that the key is accessibility.

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Office of Civil Rights
U.S. General Services
Administration



The Key to Accessing
Federally Conducted
Programs and
Activities

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Section 504 of the Rehabilitation Act of 1973, as amended

What is Section 504 of the Rehabilitation Act of 1973?

Section 504 requires Federal agencies to make their programs and activities accessible to people with disabilities.

What is access?

Access means that each program and activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

Who is an individual with a disability under this law?

An individual with a disability is defined as one who has a physical or mental impairment that substantially limits one or more major life activities, has a record of such an impairment, or is regarded as having such an impairment.

Is there an implementing regulation for Section 504?

Yes, GSA's implementing regulation for Section 504, located at 41 CFR 105-8.

Section 508 of the Rehabilitation Act of 1973, as amended

What is Section 508 of the Rehabilitation Act of 1973?

Section 508 requires Federal agencies to provide access to and use of electronic and information technology (EIT) by individuals with disabilities.

What is EIT?

EIT is information technology, as defined in the Federal Acquisition Regulation (FAR) at 48 CFR 2.101, and any equipment or interconnected system or subsystem of equipment that is used in the creation, conversion or duplication of data or information.

Is there an implementing regulation for Section 508?

Actually, there are two regulations that address the requirements of Section 508. They are:

1. the Access Board Standards, located at 36 CFR 1194; and
2. the Federal Acquisition Regulation (FAR), located at 48 CFR Parts 2, 7, 10, 11, 12 and 39.

Executive Order 13166

What is Executive Order 13166?

Executive Order 13166 requires Federal agencies to take reasonable steps to provide meaningful access to their programs and activities for individuals with Limited English Proficiency (LEP).

Who is an individual with LEP?

An individual with LEP is one who does not speak English as his/her primary language and who has a limited ability to read, write, speak, or understand English because of his/her national origin.

What steps should be taken to determine whether LEP assistance is required in a program or activity?

The starting point is an individualized assessment of the program or activity, which balances four factors (i.e., number of LEP individuals in the serviced area; frequency of contact by LEP individuals; nature and importance of the program; and availability of resources.)

Executive Order 13160

What is Executive Order 13160?

Executive Order 13160 requires Federal agencies to ensure equal opportunity in federally conducted training and education programs on the basis of race, sex, color, national origin, disability, religion, age, sexual orientation, and status as a parent.

What are the types of GSA programs and activities covered by Executive Order 13160?

Executive Order 13160 covers all education and training programs and activities conducted by GSA.

What are some examples of covered education and training programs at GSA?

Some examples include, but are not limited to, the following:

1. workshops for small businesses;
2. school partnership agreements;
3. executive training programs;
4. developmental and training programs; and
5. temporary student employment activities.