



United States
Department of
Agriculture

Forest
Service

Pacific
Southwest
Region

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Route To:

Subject: Workshop: Accessibility to Interpretative Programs Through the Principles of Universal Design

To: Forest Supervisors

REPLY DUE APRIL 30, 2004

The Regional Office, in partnership with the National Center on Accessibility (NCA), is hosting a three day workshop for Forest Service employees addressing how to design Interpretative Programs with the Principles of Universal Design. It is an essential training course for professionals (Exhibit Designers, Interpretative Planners, Landscape Architects, Engineers, Civil Rights/Human Resource specialists) taking on interpretation and accessibility responsibilities for their forests. Session topics will address Applying Accessibility Standards to Interpretative Environments, Techniques of Maps and Models, Access to Historic Sites, Accessible Websites, Audio Description, and Principles of Universal Design.

The workshop will be held May 25-27, 2004, at the Vagabond Inn Executive Sacramento (Cal Expo), 2030 Arden Way, Sacramento, CA. 95825, from 8 a.m. to 5 p.m. Sleeping rooms have been reserved at a \$79.00 per night group rate and participants should make their own reservations (per diem is \$93). Please call 916-929-5600 for your room reservation and mention the National Center on Accessibility group rate. Reservations must be made by May 7, 2004, to guarantee this rate and the availability of rooms. Vagabond Inn Executive is 15 miles from the Sacramento Airport. The Vagabond provides free shuttle service with 24-hour advance reservation and upon availability. A complimentary deluxe Continental Breakfast is available. The Arden Fair Mall is located a half mile from the hotel and has over 165 specialty stores including Macy's and Nordstrom. There are 50 restaurants within two miles of the hotel.

Tuition for the course is \$320 and is paid directly to: National Center on Accessibility, Indiana University, Attn: Nan A. Smith, 2805 East 10th Street, Suite 190, Bloomington, IN 47408-2698 (812) 856-4429 or ((812) 856-4421 TTY or (812) 856-4480 Fax. NCA accepts credit cards, purchase orders and checks as payment. To register for the workshop or for additional information such as the agenda, please visit the NCA website at www.ncaonline.org.

The course will be open to other federal and state agencies to ensure full participation. This is a valuable training opportunity for our interpreters and access coordinators to work together and we hope to have representation from all 18 forests. If you have questions regarding the session, please contact Lynn Boone (707) 562-8843 or lboone@fs.fed.us.



/s/ Kent P. Connaughton (for)
JACK A. BLACKWELL
Regional Forester

cc: Bob Sutton, Jan Ulrich, Bob Loudon