Guidelines for requesting an ASL Interpreter

Description of Area Committee Sign Language funds vs. Accessibilities Committee Gold Can Fund.

Area 8 has a separate fund for ASL interpreters. These funds help to pay for interpreters at Area Assemblies, Area Committee Meetings, DCM/Committee Training and any other Area function that the Accessibilities Chair or Alt Accessibilities Chair if Deaf may need an interpreter.

Accessibilities Committee Sign Language Fund Gold Can. The money that is collected from the gold can helps pay for interpreters for AA meetings, and if there is any assistance needed for meetings, workshop or events the gold can fund may be able to help pay. We approve any funds at our Accessibilities Committee meeting.

Below you will find a description on how to ask for interpreters and who covers the cost for interpreters.

1. **When requesting for an ASL Interpreter**.
    a. Please contact Area 8 Accessibilities Chair to put in a request with our ASL Interpreter Coordinator who schedules all our ASL Interpreters. It is suggested to request an interpreter at least 1 month in advance to insure being able to get an interpreter. (We understand that there will be times when that time frame maybe shorter).
    b. Any Events or Workshop that may only be 1 hour,1 ASL Interpreter is all that is needed. But if the event or workshop is more than an hour. 2 ASL Interpreter is require for the event or workshop.
    c. Needing ASL Interpreters for meeting. Most meetings are 1 hour long. And there are meetings that are 1 ½ long. Only certain exceptions for meetings that 1 ASL Interpreter is needed for an 1 ½ meeting.
2. **Who covers cost for interpreters?**
    a. Any function that Area 8 is doing like Assemblies, Area Committee meetings, DCM/Committee Training, Unity Day or Area 8 Workshop. The Area covers the cost for the ASL Interpreters.
    b. Any Districts, Standing Committee or AA meeting doing an event or workshop. The Districts, Standing Committee or Meeting hosting the event or workshop covers the cost for the interpreters.
    c. If the Area, District, Standing Committee or Meetings are not able to pay for ASL Interpreters for the events or workshop. A request can be made to the Accessibilities Committee to approve Gold Can fund is able to cover the cost of event or workshop.

3. **Cost for ASL Interpreters**
    a. The rate for ASL Interpreters is $50.00 an hour per ASL Interpreter. (Please see 1. b to see how many ASL Interpreters are needed)

Please contact Area 8 Accessibilities Chair at accessibilities.area8aa@gmail.com