

**CITY OF BISMARCK**  
**SECTION 504: EFFECTIVE COMMUNICATION POLICY**

**GENERAL INFORMATION**

The City of Bismarck, upon request, will provide appropriate aids and services leading to effective communication for qualified persons with disabilities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing or vision impairments for persons with disabilities to have an equal opportunity to participate in, and enjoy the benefits of, programs, services and activities conducted by the City of Bismarck.

The City of Bismarck will make all reasonable accommodations to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all City programs, services, and activities. For example, individuals with service animals are welcomed in City of Bismarck offices, even where pets are generally prohibited.

**EFFECTIVE COMMUNICATION**

Anyone who requires an auxiliary aid or service for effective communication, or an accommodation of policies or procedures to participate in a program, service, or activity of the City of Bismarck should contact the Section 504 Coordinator as soon as possible but no later than 48 hours before the scheduled event.

Leanne Schmidt, Section 504 Coordinator  
221 N 5<sup>th</sup> Street, Bismarck ND 58506-5503  
Email: [lschmidt@bismarcknd.gov](mailto:lschmidt@bismarcknd.gov)  
Phone: 701-355-1332

Section 504 does not require the City of Bismarck to take any action that would fundamentally alter the nature of its programs or services or impose an undue financial and administrative burden.

Complaints that a CDBG program, service or activity is not accessible to persons with disabilities should be directed to the Section 504 Coordinator.

The City of Bismarck will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable accommodations of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

Additional copies and alternative formats available upon request