

USA—Iowa TOOLKIT

TABLE OF CONTENTS

NOTE: Each “page” or “set of pages” in the TOOLKIT has been given a number to go along with the title. This will keep the book in order, and will make it easy to find pages to reference.

PREFACE

- 1.0 – USA-Iowa TOOLKIT Table of Contents
- 1.1 – Purpose of the TOOLKIT & How to Use it
- 1.2 – Pre-authorization Required to Use or Distribute the TOOLKIT

ADVOCACY

- 2.0 – What is Self-Advocacy?
- 2.1 – Definition of Disability
- 2.2 – Secondary Conditions
- 2.3 – How Advocacy Can Solve Problems
- 2.4 – Qualities of a Good Self Advocate
- 2.5 – Barriers to Self-Advocacy
- 2.6 – A Brief History About Disability
- 2.7 – Discrimination
- 2.8 – Stereotypes
- 2.9 – Words of Dignity
- 2.10 – Words of Power
- 2.11 – People First Language
- 2.12 – Disability Values In Iowa
- 2.13 – What are Peer Support Groups?
- 2.14 – Rights & Responsibilities
- 2.15 – Participate in Your Community
- 2.16 – Action Chart for Individuals
- 2.17 – Why is Advocacy – of all types – Important
- 2.18 – Tips when Contacting Policymakers
- 2.19 – 12 Steps to Legislative Advocacy
- 2.20 – Understanding the ADA
- 2.21 – The Access Symbol
- 2.22 – The Olmstead Decision
- 2.23 – Tips when Contacting Businesses
- 2.24 – Sample Letter to Businesses

LEADERSHIP:

- 3.0 – Definition of Leader & Qualities of a Good Leader
- 3.1 – Strategic Planning
- 3.2 – Becoming a More Formal Organization
- 3.3 – Tips for Running a Good Meeting
- 3.4 – PADS Plan to Retain & Improve Membership
- 3.5 – Displays and Presentations
- 3.6 – Action Chart for Groups
- 3.7 – Pick the Best Way to Communicate
- 3.8 – Tips When Making Phone Calls to Policymakers
- 3.9 – Tips for Letter Writing & Email to Policymakers
- 3.10 – Tips for Face-To-Face Meetings
- 3.11 – Iowa Organizational Chart
- 3.12 – Three Branches of Government
- 3.13 – How a Bill Becomes a Law
- 3.14 – Problem Solving Process
- 3.15 – The Art of Negotiating a Deal

RESOURCES:

- 4.0 – RESOURCE – LISTSERVS & Email Magazines
- 4.1 – RESOURCE – State Disability & Governmental
- 4.2 – RESOURCE – Federal ADA & Disability Resources
- 4.3 – RESOURCE – Disability Quotes
- 4.4 – RESOURCE – Disability Etiquette
- 4.5 – RESOURCE – Guide to Federal Disability Laws
- 4.6 – RESOURCE – Preparing Makes Sense for Leaders
- 4.7 – RESOURCE – ADA Standards – 2010
- 4.8 – RESOURCE – ADA Audit Checklists
- 4.9 – RESOURCE – Disability Statistics
- 4.10 – RESOURCE – Legislative Terminology
- 4.11 – RESOURCE – Meet People First (from North Carolina)
- 4.12 – RESOURCE – DALE CARNEGIE'S Secrets of Success