

ADA Title II Compliance Checklist (WCAG 2.1 AA)

The steps below will help your agency assess where you stand today and create a practical plan to meet the April 2027 / 2028 ADA Title II deadlines.

10 Steps to Readiness

| Steps | Status (Yet to Start / Complete) |
|---|----------------------------------|
| <p>1. Confirm your coverage</p> <ul style="list-style-type: none"> ✓ Verify your agency/organization is subject to ADA Title II. ✓ Determine which deadline applies (≥50k population or <50k). | |
| <p>2. Inventory your digital content</p> <ul style="list-style-type: none"> ✓ List all public-facing websites, portals, apps, and media (live + recorded). ✓ Note high-impact services: council meetings, emergency updates, education, public outreach. | |
| <p>3. Understand WCAG 2.1 AA requirements</p> <ul style="list-style-type: none"> ✓ Captions for prerecorded + live video. ✓ Transcripts for audio-only content. ✓ Audio description for prerecorded video where visuals carry meaning. | |
| <p>4. Review current media accessibility</p> <ul style="list-style-type: none"> ✓ Identify which videos already have captions. ✓ Check whether you provide transcripts for podcasts/audio. ✓ Audit whether audio descriptions exist - or are missing. | |
| <p>5. Address live captioning needs</p> <ul style="list-style-type: none"> ✓ Plan for real-time captioning of live streams (council meetings, hearings). ✓ Evaluate scalable captioning solutions → LEXI Text provides automated, accurate live captions at low latency. | |
| <p>6. Ensure prerecorded video compliance</p> <ul style="list-style-type: none"> ✓ Caption all archived or prerecorded video - include speaker labels and non-speech cues for full accessibility. LEXI Text delivers automated, accurate captions with low latency for recorded video archives. ✓ Where visuals convey essential meaning, include audio description. LEXI AD automates the process, providing natural-sounding, precise descriptions at a fraction of the time and cost of manual workflows. | |

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| <p>7. Implement audio description workflows</p> <ul style="list-style-type: none"> ✓ Recognize AD is now mandatory under WCAG 2.1 AA. Many agencies will be providing audio description for the first time. ✓ Automated solutions make this requirement achievable and affordable across large video libraries. ✓ Use LEXI AD to generate natural-sounding, timeline-sensitive AD tracks at scale. | |
| <p>8. Update procurement & vendor contracts</p> <ul style="list-style-type: none"> ✓ Look for partners that can provide predictable, scalable pricing models that fit within government budget cycles ✓ Require WCAG 2.1 AA compliance from all contractors. | |
| <p>9. Train staff & build awareness</p> <ul style="list-style-type: none"> ✓ Educate teams on captioning and AD requirements. ✓ Provide a simple escalation process for accessibility questions. ✓ Use AI-Media's support and resources to guide compliance. | |
| <p>10. Track progress & set checkpoints</p> <ul style="list-style-type: none"> ✓ Establish internal deadlines ahead of April 2027/28. ✓ Monitor usage, quality, and audience feedback. ✓ Document compliance efforts in case of review or legal inquiry. | |

How Can AI-Media Help?

- [LEXI Text](#) - AI-powered captions for live + recorded content, with low latency and accuracy.
- [LEXI AD](#) - Breakthrough automated audio description, making compliance at scale affordable and practical.
- [Alta encoders](#) + [iCap Network](#) - Seamless delivery across platforms.

Need Help?

The ADA Title II clock is ticking. Be ready, not reactive.

Next Step: **Book a consultation** with AI-Media to assess your readiness and plan your compliance strategy.

*Please note that the content on this page (and all linked and related content) represents our interpretation of the DOJ Ruling only. We strongly advise you reach out to your legal experts for clarification and confirmation of requirements.

