# Introduction to the DVAO Center Toolkit

The Disability Vaccine Access Opportunities Center is operated with grant funding from the CDC Foundation and awarded to Able SC, which will collaborate with ILRU. Funding for this effort is supported by the Centers for Disease Control and Prevention (CDC) of the U. S. Department of Health and Human Services (HHS) as part of a financial assistance award with 100 percent funded by CDC/HHS.

The Disability Vaccine Access Opportunities Center (DVAO) toolkit is for CILs to use to assist their staff with implementing successful programs to address vaccine hesitancy among the disability community. The toolkit includes COVID-19 information, program strategies, sample messaging, grant reporting tips, and more.

The toolkit is divided into the following sections:

1. **Grant Communication**
	1. The grant communication section will outline how to seek assistance if needed.
	2. Monthly training dates.
2. **Collecting and Reporting Data**
	1. Ideas and data reporting tips to assist CILs with monthly reports.
	2. Creating and collecting a call log to assist you with tracking calls.
3. **Information and Referral for COVID Calls**
	1. The information and referral section will give more background on addressing consumers calling for COVID-19 information and resources. The section will supplement what your I&R team is already doing and give advice on navigating the process. At the end of the document, there is a template for I&R procedures if you need a written process.
4. **Addressing Vaccine Hesitancy and Barriers**
	1. The section on addressing vaccine hesitancy covers things that cause hesitancy within the disability community and how your CIL can address them. The second half of the section covers how to address common vaccine barriers from lack of transportation to inaccessible vaccination sites.
5. **Public Relations (PR)**
	1. The PR section will provide examples of how to provide outreach and education to the community. This section has sample templates for mass emails, social media, and more.
6. **Accessibility**
	1. The accessibility toolkit helps you with the process to ensure all your materials are accessible, including social media.
7. **Appendices**
	1. The end of the document will have a list of appendices of items referenced in other areas of the toolkit or links to external items and resources.
	2. Many of the appendices will link to a shared OneDrive (or an ILRU’s toolkit page), where you can download PR examples, the Frequently Asked Questions, and other resources.

This is a lot of information, but don’t be overwhelmed! Having this guide as a reference as you implement your project will help you be successful. It is also not the end of the support you will be receiving. As new information and resources are produced, this toolkit will be updated, and grantees will be notified when changes are made. You will also have your cohort of other CILs with whom to navigate barriers and develop solutions.