



info@abilityone.gov
703-603-7740 voice 703-603-0655 fax

Jefferson Plaza 2, Suite 10-800
1421 Jefferson Davis Highway
Arlington, Virginia 22202-3259

COMMITTEE FOR PURCHASE FROM PEOPLE WHO ARE BLIND OR SEVERELY DISABLED

ABILITYONE LIAISON PROGRAM

The success of the AbilityOne Program can be enhanced by the establishment of an AbilityOne Liaison Program in your agency or Department. When established within your organization, AbilityOne Liaisons can help the AbilityOne team understand how it can best meet each agency's unique acquisition needs.

AbilityOne Liaisons can be a knowledgeable resource to communicate to their colleagues how supporting the AbilityOne Program helps generate jobs for thousands of Americans who are blind and have the most significant disabilities. Liaisons bring a unique combination of experience, creative energy, and vitality to spreading the AbilityOne message.

Dec. 28, 2011





info@abilityone.gov
703-603-7740 voice 703-603-0655 fax

Jefferson Plaza 2, Suite 10-800
1421 Jefferson Davis Highway
Arlington, Virginia 22202-3259

COMMITTEE FOR PURCHASE FROM PEOPLE WHO ARE BLIND OR SEVERELY DISABLED

LIAISON ACTIVITIES

The following are broad categories of activities that AbilityOne Liaisons may engage in to enhance the success of the AbilityOne Program in their agency or Department.

ADVOCACY: Liaisons can monitor the growth of AbilityOne support with your agency or department and help promote AbilityOne Program visibility by reporting on the level of AbilityOne products and services that have been purchased. They can also become aware of agency acquisition plans in order to identify new opportunities for the provision of AbilityOne Program products and/or services.

Liaisons can help the AbilityOne team identify other employees in your agency who may be interested in serving as a liaison with the AbilityOne Program due to a key job responsibility or personal interest in advocating for people with disabilities.

COMMUNICATIONS: Liaisons can help establish electronic links on appropriate pages of Agency websites; send info@abilityone.gov the page information and how to contact the webmaster. Even short messages about the AbilityOne Program on Log-in banners, Email



footers, and internal newsletters help tremendously toward improving awareness.

EDUCATE: The Liaisons can facilitate further distribution of this Toolkit to groups, such as purchase card program coordinators, purchase card holders, operations and program managers, and new acquisition staff.

Attending annual AbilityOne Program training conferences sponsored by NIB and NISH will strengthen their understanding of the Program. They can provide feedback to survey questionnaires about contract awards and services provided under the AbilityOne Program assist with improvement efforts within the Program.

COLLABORATE: Liaisons can share ideas with others and encourage them to purchase only AbilityOne products.

Dec. 28, 2011

