

PUBLIC LIBRARY FUNDING SURVEY INSTRUCTIONS

Where to find the questionnaire and respond to the online survey:

The Public Library Funding Survey questionnaire is available online at <http://www.ala.org/plfunding>. We recommend that you review the questions prior to responding. To review the questionnaire, click on <http://www.ala.org/plfundingquestions>. To complete the survey, click on <http://www.ala.org/plfundingrespond>.

Logging in to the survey website:

Each randomly selected library has a unique login code printed on the letter of invitation. This code is required to log in to the ALA survey website.

Deadline for responding:

The Funding Changes in Public Libraries questionnaire is available online until **Friday, November 11, 2005**.

Questions about the survey:

Questions about the survey, responding online, or dissemination of the results should be directed to Denise M. Davis, Director of the ALA Office for Research and Statistics at dmdavis@ala.org, or 312-280-4273; or to Letitia Earvin, Administrative Assistant to ORS at learvin@ala.org, or 312-280-4274.

After you have submitted your response:

Staff in the Office for Research and Statistics will follow-up in a few weeks with libraries that have not responded. Additional follow-up may be required during the analysis phase of the project, so you may be contacted by staff of the RSL Research Group (Keith Curry Lance and Marcia Rodney among them). We appreciate your cooperation in answering any questions they may have about your survey responses.

Libraries not in sample that want to participate:

If you know of libraries that were not selected in the random sample that want to participate, they may do so by completing the review version of the questions and email them to learvin@ala.org, or if they know their library's FSCS Key they may submit online at <http://www.ala.org/plfundingrespond>. The FSCS Key is available in their annual report to their State Library. Or, they may contact learvin@ala.org to confirm the FSCS Key.