2015 BIENNIAL SURVEY OF FEDERAL DEPOSITORY LIBRARIES & LIBRARY NEEDS ASSESSMENT – *PREVIEW EDITION*

This survey is to be filled out by ALL Federal Depository libraries. It is through this mechanism that depositories fulfill their legal obligation to "report to the Superintendent of Documents at least every two years concerning their condition" (44 USC §1909).

This year's survey is different from past surveys. In addition to the Biennial Survey, you'll note this is also a needs assessment. In the ever-changing world of Libraries, this Biennial/Needs Assessment will be a critical tool that Library Services and Content Management will utilize in determining future requirements of the Federal Depository Library Program. In addition, the survey will help us assess current tools and performance of both Library Services and Content Management and the Federal Depository Libraries.

The DEADLINE for submission of the survey has been extended to January 4, 2016.

For any questions related to the interpretation of the questions please use askGPO. http://www.gpo.gov/askgpo

For any technical questions about the survey please send questions to sheila.king@kingresearchsolutions.com

1. Which of the following best describes your library type? *Please select only one*

ACADEMIC:
Doctoral or master's college/university library
4-year college library
Community college library
Law school library
Engineering or technical school library
Service academy library
Tribal college/university library
Other specialized college or university library

LOCAL GOVERNMENT:
County or city government library
Other government library

PUBLIC:
Municipal public library
City/county public library
City/county public law library
County or parish public library
Multijurisdictional public library
School district
Other public library

FEDERAL GOVERNMENT:
Agency library
Court library
National library

STATE GOVERNMENT:
Agency library
Highest Court library
Other State Court library
State library

SPECIAL:
Commercial
Non-profit

Other, please specify _____

2. What is your best estimate of the approximate number of potential users (those in your depository service area who would likely benefit from these services) and the approximate number of actual

users that your library supports? For example, if you are designated by a Senator, what is the population of your state?

	Potential	Actual
Number of Users		
Don't know		

2a. Of those actual users (in your geographic area), approximately how many represent your user base for **depository servic**es and how many represent your user base for **other library services**? *Since these numbers may overlap, they do NOT need to add to the total number of actual users in Q2.*

BEST ESTIMATE
Number of Depository services users   _____
Number of Other Library Services users _____

3.   What are the key **subject categories** that your patrons use most regularly? *Please select all that apply.*

Business & Economy (industry, construction, economic development, employment, financial, labor, small business, taxes, U.S. Budget)	**International** (Foreign nations, diplomacy, trade)
Computers & Internet (computer security, ID theft, online privacy, web accessibility)	**People & Cultures** (art & music, genealogy, languages, religion)
Defense & Military (armed forces, arms control, homeland security, intelligence, terrorism)	**Policies & Law** (citizenship, civil rights, Congress, copyright, criminal justice, human rights, immigration, intellectual property, elections)
Education (elementary, secondary, high school, debate topic, student financial aid, teaching)	**Recreation & Travel** (home and garden, travel warnings, foreign and domestic travel)
Environment (air pollution, wildlife, animals, conservation, earth science, global impact, weather)	**Reference** (geography, maps, atlases)
Health & Safety (aging, disease, child welfare, disabilities, health care, social welfare, substance abuse, vital & health statistics)	**Science & Technology** (aviation, biology, energy, biofuels, mining, nuclear power, physics, robotics, scientific research, space, telecommunications)
History (American Revolution, Civil War, Great Depression, Gulf War, Korean war, Vietnam War, World War I & II)	**Census, demographics, urban planning**
	Other, please specify: _____

4. In general, to what extent do you consider the following factors to be **problems** or **challenges** to providing information and services? *Please select one response (Major Problem, Minor Problem, Not a Problem, Don't Know) on each row.*

	Major Problem	Minor Problem	Not a Problem	Don't Know
Budget constraints				
Staff reduction/shortage				
Lack of training on how to search and use resources				
Transition of print to electronic format				
Global access/serving more users				
Lack of visualization or analytic tools (e.g., GIS tools)				
Keeping up with technology				
Cost containment				
Marketing/promoting services – awareness				
Physical space and facilities issues				
User training				
Increased workload				
Management/administration support				
Permanent Public Access to and stability of digital content				
Time management				
Other major problems, please specify _____				

5. Please indicate which of the following services and content management activities your library provides to your patrons. *Please select all that apply.*

Analysis/synthesis of information/Data mining and reporting	
Reference desk/Help desk (physical) – quick answers	
Virtual reference assistance (e.g., Chat, web-form, Twitter)	
Consulting services – advising, providing guidance	
Content evaluation and/or purchasing (e.g., journals, online services, books, etc.)	
Content integration into other documents or processes	
Current awareness/Alerting services	
Customized information products/packages (e.g., newsletters, briefings, etc.)	
Document delivery/ordering services	
Providing electronic access to documents	
Locating subject matter experts	
Managing physical library and print collections	
Managing digital collections	
Conducting primary research	
Conducting secondary research	
Providing training on searching and effective use of information resources	
Collaborative workspace, in the library	
Collaborative workspace, online	
Workshops conducted at the library	
Workshops conducted at off-site locations	
Website management	
Other, please specify _____	

6. Which of the following tools, methods, or applications do you incorporate into managing or delivering information? *Please specify all that apply.*

Audio blogs	
Blogs	
Collaboration	
Communities of practice	
E-mail alerts	
Website postings	
Mash-ups	
Mobile devices	
Podcasts	
RSS feeds	
Social bookmarking/Tagging/Folksonomies	
Social networking	
Telepresence/Video conferencing	
Videocasting	
Virtual worlds (e.g., Second Life or Active Worlds - Interactive 3D software that simulates human experience)	
Vlogs (blogs that contain video content)	
Web conferencing	
Wikis	
Fax	
Scan on demand (paper information products)	
Scan on demand (microfiche/microfilm)	
Microfiche duplication	
Other, specify: _____	
None of the above	

7. Which of the following types of studies, if any, do you utilize to measure your library's performance with regard to depository services and usage? *Please specify all that apply.*

Quantitative user needs/assessments	
Studies conducted were not exclusive to depository services	
Qualitative studies on user needs (e.g., personal interviews, discussion groups, advisory boards, etc.)	
Formal evaluation of product/service portfolio	
Formal quantitative studies on user satisfaction	
Formal quantitative studies on value/ROI (return on investment/outcomes of services)	
Benchmarking studies	
Other, please specify: _____	
None of the above	

8. Which of the following performance metrics, if any do you measure related to your library's content collection usage? *Please select all that apply.*

Comprehensive coverage (current & historical)	
Variety of delivery media options	
Customer satisfaction	
Ease of access	
Ease of use	
Timeliness to access collection (both onsite and/or offsite)	
Overall quality	
Persistent identifier (PURL) referrals	
Other, please specify: _____	
None of the above	

9. What are the most important tools and services provided by the FDLP to your library? *Please select up to five.*

Access to depository materials	
askGPO	
Authentication (digitally signing) publications on GPO's Federal Digital system (FDsys)	
Cataloging to national standards	
Collection development and management tools (e.g., CRDP (Cataloging Record Distribution Program), NET (New Electronic Titles), DSIMS (Depository Selection Information Management System))	
Conferences	
FDLP.gov	
Legal Requirements & Program Regulations (LRPR)	
Free access to Government fee-based databases	
Marketing/promotional materials	
Webinars/webcasts	
Persistent identifier (PURLs) capability in cataloging records linking to full text	
Training	
User access tools (e.g., Catalog of U.S. Government Publications, MetaLib, FDsys)	
Other, please specify:_____	

9a. Please indicate the least important tools and services provided by the FDLP to your library? *Please select up to five.*

Access to depository materials	
askGPO	
Authentication (digitally signing) publications on GPO's Federal Digital system (FDsys)	
Cataloging to national standards	
Collection development and management tools (e.g., CRDP (Cataloging Record Distribution Program), NET (New Electronic Titles), DSIMS (Depository Selection Information Management System))	
Conferences	
FDLP.gov	
Legal Requirements & Program Regulations (LRPR)	
Free access to Government fee-based databases	
Marketing/promotional materials	
Webinars/webcasts	
Persistent identifier (PURLs) capability in cataloging records linking to full text	
Training	
User access tools (e.g., Catalog of U.S. Government Publications, MetaLib, FDsys)	
Other, please specify:_____	

10. What services and/or resources do you need from the FDLP that are currently not being provided? Please select all that apply.

Add pre-1976 cataloging records to OCLC	
Classify publications using the LC Classification system	
Classify publications using the Dewey Decimal System	
Deposit of digital files	
Digitized historical collection of Government publications	
Linked data	
Item selection flexibility based on recommendations for size of library	
Item selection flexibility based on subject	
Item selection flexibility based on geography	
Item selection flexibility based on collection (e.g., one item number for the Basic Collection, Essential Titles, etc.)	
Additional historical coverage of titles in FDsys	
Print On Demand	
Digitization	
Preservation training	
Maps and data sets on FDsys	
Cataloging of & access to fugitive documents	
Other, please specify: _____	
Other, please specify: _____	
None	

11. Please indicate your level of satisfaction with the following FDLP services and tools. *Select one response (Extremely Satisfied, Somewhat Satisfied, Neither Satisfied nor Dissatisfied, Extremely Dissatisfied, N/A) on each row.*

	Extremely Satisfied	Somewhat Satisfied	Neither Satisfied nor Dissatisfied	Somewhat Dissatisfied	Extremely Dissatisfied	N/A
Free access to Government Fee-based Databases						
Acquisition of materials from agencies for FDLP distribution/dissemination						
askGPO						
Public Access Assessments						
Cataloging						
Claims						
Classification						
Communication (FDLP Connection, social media)						
Conferences						
Tangible distribution						
Cataloging Record Distribution Program (CRDP)						
FDLP.gov						
Marketing/Promotion Support						
National Needs & Offers						
Operational Guidance (e.g., LRPR)						
Training/Webinars						
Web tools for Collection development/maintenance (e.g., DSIMS, WebTech Notes)						
New Electronic Titles (NET)						
Ben's Guide						
Registry.fdlp.gov						
MetaLib						
Catalog of U.S. Government Publications (CGP)						
Federal Depository Library Directory (FDLD)						
FDsys						

Other, please specify:_____ _						

BIENNIAL SURVEY QUESTIONS:

12. Does your library plan to remain in the FDLP?

YES _____

NO _____

If no, please provide brief explanation _____

Reconsidering at this time _____

12a. FOR REGIONALS ONLY: Are you considering changing your designation from regional to selective?

YES _____   If yes, please provide a brief explanation _____

NO _____

N/A (not a Regional) _____

12b. FOR SELECTIVES ONLY: Are you considering changing your designation from selective to regional?

YES _____   If yes, please provide a brief explanation _____

NO _____

N/A (not a Selective) _____

13. How many physical or tangible publications are in your library or library system other than government documents? Include material in cataloged and uncataloged collections under the purview of your library director.
  - Less than 10,000
  - 10,001 - 100,000
  - 100,001 - 250,000
  - 250,001 - 500,000
  - 500,001 - 1,000,000
  - 1,000,001 - 5,000,000
  - 5,000,001 - 10,000,000
  - Greater than 10,000,000

13a. How many total volumes are in your library or library system? Include material in all cataloged and uncataloged collections under the purview of your library director.

- Less than 10,000
- 10,001 - 100,000
- 100,001 - 250,000
- 250,001 - 500,000
- 500,001 - 1,000,000
- 1,000,001 - 5,000,000
- 5,000,001 - 10,000,000
- Greater than 10,000,000

13b. Estimate the size of the tangible depository collection at your institution (include print, microfiche, maps, ephemera, and electronic media housed at the library and at any selective housing sites or offsite storage).

- Less than 10,000
- 10,0001- 100,000
- 100,001 - 250,000
- 250,001 - 1,000,000
- 1,000,001 - 5,000,000
- Greater than 5,000,000
- My library does not have tangible depository material, my library is a digital depository library

14. Can any member of the general public access and use Federal Government information resources in all formats at your library (including computers to access online content)?

YES _____

NO _____

Don't know _____

15. Does the library provide reference service (virtual and/or on-site) for the general public to the depository collection?

YES _____

NO _____

16. Do you find that depository staffing is adequate to fulfill basic depository responsibilities?

YES _____

NO _____

17. How does the library make the depository publications in all formats visible to the public? *Please select all that apply.*

Routine cataloging of depository materials	
Other publicly accessible bibliographic tool	
Library Web pages indicate the library is a depository or center for U.S. Government publication collections and expertise	
Library Web pages highlight U.S. Government information resources	
Library has the FDLP emblem posted on or near building entrance and/or on the library website	
Library staff are knowledgeable of U.S. Government information resources and use them to answer reference questions	
Active promotional activities	
Comprehensive cataloging of publications in remote storage or closed stacks	
Include links to digital content in cataloging records	
Catalog digital content and catalog is available to public online	
Online guides	
Other, please specify: _____	

18. Please indicate if you provide piece level records for the following types of tangible materials received within the past five years. *Please select all that apply*

Pamphlets	
Maps	
Microfiche	
CD-ROMs	
DVD-ROMs	
Floppy disks	
Books	
Serials	
Visual materials	
Mixed materials	
Posters	
Integrating resources	
Other, please specify: _____	

18a. Do you include records in your catalog for the following types of online materials disseminated through the FDLP? *Please select all that apply*

Pamphlets	
Maps	
Books	
Serials	
Integrating resources	
Databases or data sets	
Other, please specify: _____	

18b. Please answer the following questions related to receiving digital files of online publications on deposit:

	YES	NO
Are you interested in receiving digital files on deposit?		
Have you discussed this with your library director/dean?		
Is there administrative support for receiving digital files on deposit?		

19. Are depository discards regularly processed in conformance with GPO instructions found in the Legal Requirements and Program Regulations (LRPR) and regional guidelines or state plans, if applicable?

YES _____

NO _____

My library does not regularly discard depository publications, but we follow the rules when we do discard _____

Don't know _____

20. Are there any barriers to depository resources (tangible and electronic) for the public? *Please select all that apply and then describe existing work-arounds where applicable.*

	Barriers	Describe Work-arounds
Difficult access into the building (i.e., lack of or inadequate ramp, handicapped doors, no elevator to get into the building)		
Difficult access to depository collection within the library (i.e., no elevator to documents collections, entrances or stack aisles are too narrow for wheelchair access, shelving is unstable, stacks are closed or too high to reach)		
Computer equipment that does not accommodate persons with disabilities		
Patron authentication on public access computers		
Filtering or blocking software on public access computers		
Not open to the general public (i.e., closed nights or weekend, during exam weeks, not open year round)		
Age restrictions to depository collections (including online depository resources)		
Security guards restrict entry		
Signage in public service areas indicates barriers to access with no direction to overcome barriers		
Restricted usage policies or instructions displayed on library Web pages or played on library telephone messages		
Restricted admittance or institutional identification requirements for building access		
Special items from the collection on reserve, in special collections, or in remote storage and not available to all patrons		
Other, please explain briefly: _____		
No barriers exist		

21. Please answer each of the following questions related to preservation

	Yes	No
Does your library have a preservation/conservation program that includes, but is not limited to activities such as book repair, making boxes or other enclosures for fragile items, or moving materials to a special climate controlled storage area?		
Do you have Federal publications stored in a high-density storage facility?		
If answered Yes to the above question, is the high-density storage facility at or near capacity?		

When you catalog Federal publications or Federal digital content do you use the 583 MARC field to record preservation or digitization actions?		
Does you library digitize Federal publications?		
Does your library harvest or capture content from Federal agency websites?		

22. Is at least one person in your library signed up to receive official FDLP communication through the News and Events service?

    YES _____

    NO _____

23. Are there any additional comments you would like to share regarding what your library needs from the FDLP?

24. Please provide the following information below:

Depository Library # (e.g., 0064D)

Survey completed by:

Did you share your survey responses with your library director/dean?

Thank you for answering all of the questions in the 2015 Biennial Survey/Needs Assessment for the U.S. Government Publishing Office's Library Services and Content Management unit.

Please print and/or save to PDF your survey responses on the next screen so you have confirmation that your survey was submitted.

Click on the exit button below to leave the survey.