

INTRODUCTION

The Association of Tribal Archives, Libraries, and Museums (ATALM) is conducting this survey as the first step in a larger study to explore the needs of Native Nations in developing, expanding, or renovating library, museum, archive, or cultural center facilities. Your responses will be incorporated into a report that will guide the development of programs, services, and resources to help Native Nations preserve traditions, lifeways, and cultural values.

The survey should take about 10 minutes to complete. Responses are due by **December 1, 2018**.

For questions about the needs assessment or assistance with answering questions, please contact president@atalm.org or phone 405-401-9657.

CONTACT INFORMATION

1. Please provide contact information for the person to be contacted if further information is needed and for future updates.

First Name	<input type="text"/>
Last Name	<input type="text"/>
Position Title	<input type="text"/>
Tribal Community	<input type="text"/>
Cultural Department (Archive, Library, Museum, Cultural Center)	<input type="text"/>
Street Address	<input type="text"/>
City	<input type="text"/>
State	<input type="text"/>
Zip	<input type="text"/>
E-mail Address	<input type="text"/>
Telephone	<input type="text"/>
Website for Cultural Organization	<input type="text"/>

Facility Conditions and Needs

Definitions

- **Archive** - Contains permanent records of historic and cultural value. A tribal archive is not the same as a records center, which is a centralized storage location for temporary records of importance to tribal government.
- **Library** - Serves the information needs of patrons through a collection of books and other media for studying and/or borrowing. Some libraries provide computer access and public programs for patrons.
- **Museum** - Facility for collecting, storing, and exhibiting objects with cultural, historic, or artistic value.
- **Cultural Center** - May include museum, archival, and library operations, with a broader focus on cultural programming and training.

2. What cultural facilities are in your community?

	Yes, meets our needs	Yes, but does not meet our needs	No, but need	Don't need
Archive	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Library	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Museum	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cultural Center	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other (please specify)

3. If you have existing facilities, what year were they opened? List each facility by date, if you have multiple facilities.

4. If any of your existing cultural facilities are inadequate, how can they be improved? Please be specific by type of facility.

5. Are you planning to improve or construct new cultural facilities?

- No
- Yes, but we have not started the planning process
- Yes, plans are in place but construction has not commenced
- Yes, construction is underway

6. If plans or construction are in progress, please describe the facility, its costs, how it is funded, and anticipated opening date.

7. If you need to upgrade or build new cultural facilities, what are the impediments preventing you from moving forward?

8. If you have built or renovated a cultural facility in the past ten years, are you willing to be considered as a case study? A case study consists of an interview, information about the design and construction team, exhibit fabricators, renderings, photographs, and other information that will be helpful to organizations planning new facilities.

Yes

No

9. What programs and services can ATALM provide that will be most helpful to you?

	Most needed	Somewhat needed	Not needed
Facility Planning Resources (Cultural, Strategic, Master, Site, Architectural)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Administrative Planning Resources (Collections, Staffing, Operations, Fundraising, Marketing)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Architectural plans that can be tailored to cultural needs/sensitivities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Technical Assistance/Consulting Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Directory of Approved Consultants, Architects, Contractors, etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Architectural plans that can be tailored to cultural needs/sensitivities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Policies and Procedures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Financial Resources/Sustainability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Furnishings, Fixtures, and Equipment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Exhibit Development	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Online Resources/Tools for Building or Improving Cultural Facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Workshops on Developing/Improving/Building Cultural Facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Case studies of recently built facilities, including virtual tours	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

10. Is there anything else you would like to tell us? What is your most pressing need related to your cultural facility?

Information Specific to Existing Facilities

The next three questions address your existing archives, libraries, and/or museums/cultural centers. If you don't have these facilities, you may leave the survey by clicking the "exit" button in the upper right corner.

Archive-Specific Questions

11. Please indicate if your **archive** has the following areas and if the space meets your needs.

	Yes, and it meets our needs	Yes, but it does not meet our needs	Do not have, but need	No, don't need
Administrative space	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Archives Storage	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Collections processing area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Vault	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Conservation space	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reading room or research work area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Meeting room(s)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Display space	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Digitization area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other (please specify)

Library-Specific Questions

12. Please indicate if your **library** has the following areas and if the space meets your needs.

	Yes, and it meets our needs	Yes, but it does not meet our needs	No, but we need	No, and we don't need
Circulation/Information Desk	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reference Area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Collections Area/Library Stacks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public Access Computer Area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Computer/Gaming Area for Youth	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Administrative Offices	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Workroom/Cataloging Area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Children's Area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Young Adult Area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Special Collections Area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Genealogy/Family History Area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tribal/Local History Area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Space for Public Programs/Meetings	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reading Area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other (please specify type of space)

Museum-Specific Questions

13. Please indicate if your **museum** has the following areas and if the space meets your needs.:

	Yes, meets our needs	Yes, but does not meet our needs	No, but need	No, do not need
Space for permanent exhibits	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Space for changing exhibits	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Educational activity center	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Children's area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Space for public programs (not a stage or theatre)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Performance space (stage or theatre)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Interpretive grounds or natural areas	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Meeting room/Classroom	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Museum store	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Restaurant or food service area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Administrative offices	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Collections processing area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Collection storage area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Collections Storage for Community Use	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Conservation lab	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Exhibit fabrication shop	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Vault	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other, please specify:

Thank you for completing the Sustaining Indigenous Culture Needs Assessment Survey!

We truly value the information you have provided. Your responses will contribute to the development of new resources and programs that will benefit tribal communities for generations to come. Thank you!