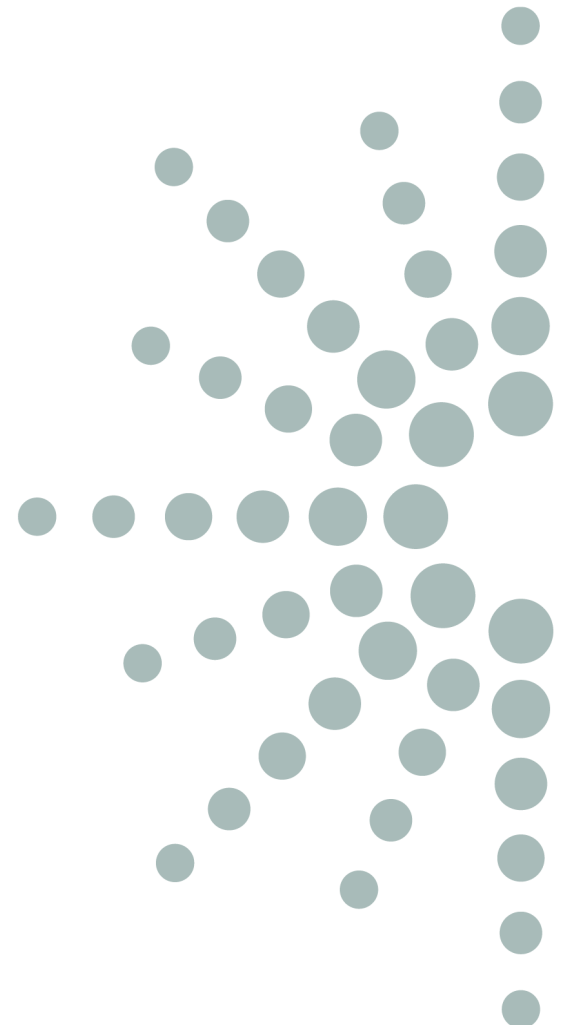


# Public Libraries Survey

## Fiscal Year 2021

### Data File Documentation and User's Guide





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June 2023

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## **Institute of Museum and Library Services**

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# Table of Contents

	Page
I. Introduction.....	1
II. User's Guide.....	3
A. Survey Methodology.....	3
Survey Universe.....	3
Survey Response .....	3
Unit Response.....	3
Total Response.....	4
Data Files and Reported Numbers of Public Libraries.....	5
Caveats for Using These Data .....	6
New and Revised Variables .....	6
Imputation.....	6
State Comparisons.....	6
Reporting Period.....	7
Novel Coronavirus (COVID-19) Pandemic .....	7
Population Variables.....	9
Confidentiality .....	10
Public- and Restricted-Use Data Files.....	11
Public-Use Public Library System Data – Suppression for Confidentiality.....	11
Restricted-Use Public Library System Data and Public-Use Public Library Outlet Data....	11
Data Collection.....	11
Non-Sampling Errors .....	11
B. Post Data Collection Processing .....	12
Editing.....	12
State Level .....	12
National Level.....	13
Imputation .....	14
Creation of Imputation Strata .....	16
Imputation Stages and Methods.....	16
Imputation Sequences.....	17
Highly Correlated Variables.....	20
Data Elements Changes.....	21
Geocoding.....	23

Locale Codes .....	26
C. Guidelines for Processing the PLS Data Files .....	27
Removing Imputed Values from the Data .....	28
Appendix A: Record Layout for Public Library System Data File, FY 2021 (PLS_FY21_AE_pud21i) .....	A-1
Appendix B: Record Layout for Public Library Outlet Data File, FY 2021 (PLS_FY21_Outlet_pud21i)...	B-1
Appendix C: FY 2021 PLS Frame Changes Not Shown in Data Files.....	C-1
Appendix D: ANSI State Codes.....	D-1
Appendix E: Libraries with No Central Outlet.....	E-1
Appendix F: Public Libraries Survey Data Element Definitions .....	F-1
Appendix G: Imputation Flags and Definitions.....	G-1
Appendix H: Item Response Rate and Total Quantity Response Rate by Item by State .....	H-1
Appendix I: Frequencies of Selected Categorical Variables in the Public Library Administrative Entity Data File (PLS_FY21_AE_pud21i) .....	I-1
Appendix J: Distributions of Continuous Variables in Public Library Administrative Entity Data File (PLS_FY21_AE_pud21i) .....	J-1
Appendix K: Frequencies and Distributions of Selected Variables in Public Library Outlet Data File (PLS_FY21_Outlet_pud21i).....	K-1

## List of Tables

	Page
Table 1. Library Unit Response Rates, by State/Territory: FY 2021 .....	4
Table 2. Reporting Periods of Public Libraries, by State: FY 2021 .....	8
Table 3. States with Public Libraries with Overlapping Service Areas: FY 2021 .....	9
Table 4. AE Records with Edited C_FSCS Value of 'N' .....	14
Table 5. Imputation Methods, by Type and Stage.....	15
Table 6. Number of Cell Categories, by BEA Region.....	16
Table 7. Imputation Methods and Sequences, by Variable .....	18
Table 8. Highly Correlated Variables Used in Method 4 and 5 Imputations .....	20
Table 9. PLS Four-Year Process for Data Elements.....	22
Table 10. GEOSTATUS Levels and Distribution.....	25
Table 11. GEOSCORE Distribution.....	25

## I. Introduction

The **Public Libraries Survey (PLS)** is a voluntary census of public libraries conducted annually by the Institute of Museum and Library Services (IMLS). IMLS collects these data under the mandate in the **Museum and Library Services Act of 2018 (PL 115-410)**, as stated in section 210. The Fiscal Year (FY) 2021 survey is the 32nd in the series. The American Institutes for Research (AIR) served as the data collection agent for the FY 2021 survey.

The PLS data file includes all public libraries identified by state library administrative agencies in the 50 states, the District of Columbia, and the outlying territories of American Samoa, Guam, the Northern Mariana Islands, and the U.S. Virgin Islands.<sup>1</sup> The reporting unit in each state or territory for the survey is the **administrative entity (AE)**, defined as the agency that is legally established under local or state law to provide public library service to the population of a local jurisdiction. In this survey, the terms **public library** and **public library system** mean an AE. An AE can have a single outlet or multiple outlets. The term “outlet” refers to a library point of service, which may be a physical building, bookmobile, or a books-by-mail provider.

The FY 2021 PLS collected the following information:

- State characteristics data, including the state total population estimate, the total unduplicated population of legal service areas for the state, and the state’s reporting period start and end dates (see **Appendix F**, items 100-103). Each state library administrative agency reported these data in the state characteristics record because they are not library-level data.
- Data from each public library, such as its name and address, population of legal service area, service outlets, collections, full-time-equivalent (FTE) staff, and operating revenue and expenditures (see **Appendix F**, items 150-652). These data were reported in the AE record.
- Data from each public library service outlet, such as its name and address, type, county location, square footage, public service hours per year, and number of weeks it is open (see **Appendix F**, items 700-716). These data were reported in the outlet record.

The PLS AE and outlet data are available in two versions: a public-use data file and a restricted-use data file.<sup>2</sup> The public-use data file is available to all users; some of the data in it have been suppressed to protect privacy and prevent the disclosure of individual information. Data users who need to access the suppressed information should contact IMLS to confirm the procedures for obtaining access to the

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<sup>1</sup> Puerto Rico did not participate in the FY 2021 PLS.

<sup>2</sup> As of FY 2021, Public Library State Summary/State Characteristics data files are no longer published as separate public-use or restricted-use data files. IMLS determined that these files were potentially misleading due to the inclusion of AE records that did not meet the FSCS definition of a public library (see footnote 5). The PLS Benchmarking Tables can be used to create similar analyses of the State Summary/ State Characteristics. The PLS Benchmarking Tables can be found here: <https://www.imls.gov/pls-benchmarking-tables>.

restricted-use data files. See the “Confidentiality” and “Public- and Restricted-Use Data Files” sections below for more information. This User’s Guide provides documentation for the public-use data file.

**Two public-use data files** were generated from the FY 2021 PLS. These data files are provided in SPSS (.sav), SAS (.sas7bdat), and comma-delimited (.csv) formats.<sup>3</sup> These are the final data files.

1. Public Library System Data File (file name: **PLS\_FY21\_AE\_pud21i**). This file, also known as the AE file, includes a total of 9,215 records. The file includes data for 9,203 active public libraries in the 50 states and the District of Columbia, 4 public libraries in the outlying territories of American Samoa, Guam, the Northern Mariana Islands, and the U.S. Virgin Islands, and 8 records for AEs that were reported as temporarily closed for FY 2021 (STATSTRU, Structure Change Code, ‘23’). The temporarily closed AE records are not included in the analyses used to produce either the appendix tables of this document or the PLS Benchmarking Tables;<sup>4</sup> data elements for the temporarily closed AE records are set to a value of -3 with flag U\_21. Each library system’s data consist of one record. **Appendix A** contains the record layout.
2. Public Library Outlet Data File (file name: **PLS\_FY21\_Outlet\_pud21i**). This file includes a total of 17,426 records. The file includes identifying information and a few basic data items for public library service outlets (central, branch, bookmobile, and books-by-mail-only outlets). The file includes 17,351 active outlets in the 50 states and the District of Columbia, 20 outlets in the outlying territories, and 55 records for outlets that were reported as temporarily closed for FY 2021 (STATSTRU, Structure Change Code ‘23’). The temporarily closed outlet records are not included in the appendix tables of this document or the PLS Benchmarking Tables. Data for the temporarily closed outlet records are set to a value of -3, with flag U\_21. The data for each outlet consists of one record. **Appendix B** contains the record layout. No data are suppressed.

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<sup>3</sup> Comma-delimited files can be opened with Microsoft Excel or other spreadsheet programs.

<sup>4</sup> PLS Benchmarking Tables can be found here: <https://www.imls.gov/pls-benchmarking-tables>



## II. User's Guide

### A. Survey Methodology

#### Survey Universe

The PLS is a census survey. Unlike sample surveys, which collect data from a portion of the population, census surveys collect data from the entire population. In FY 2021, the survey frame consisted of 9,207 public libraries (9,203 public libraries in the 50 states and the District of Columbia and 4 public libraries in the outlying territories of American Samoa, Guam, the Northern Mariana Islands, and the U.S. Virgin Islands), as identified by state library administrative agencies. Public libraries in Puerto Rico are not included in the survey frame because their state library agency has not responded to the request for participation in the survey since FY 2014. Because their public libraries have not been recently enumerated, they are not included in response rate calculations.

The survey frame also includes 190 public libraries that do not meet all the criteria in the Federal-State Cooperative System (FSCS) Public Library Definition.<sup>5</sup> These libraries are included because they qualify as public libraries under state law. The 8 records for public libraries that were reported as temporarily closed (STATSTRU 23) in FY 2021 and not considered part of the survey frame and are excluded from analyses.<sup>6</sup> Coverage and other forms of non-sampling errors are discussed in the “Non-sampling Errors” section below.

#### Survey Response

##### Unit Response

A total of 8,903 of the 9,207 public libraries in the survey frame responded to the FY 2021 PLS, for a **unit response rate of 96.7 percent**. *Unit respondents* are defined as public libraries for which the population of the legal services area and at least three of the five following items were reported: total paid employees, total operating revenue, total operating expenditures, print materials, and total circulation.<sup>7</sup> All response rates calculated using American Association for Public Opinion Research (AAPOR) Response Rate #1.<sup>8</sup> For library unit response rates by geographic area, see **Table 1**.

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<sup>5</sup> A public library is an entity that is established under state enabling laws or regulations to serve a community, district, or region, and that provides at least the following: (1) an organized collection of printed or other library materials, or a combination thereof; (2) paid staff; (3) an established schedule in which services of the staff are available to the public; (4) the facilities necessary to support such a collection, staff, and schedule; and (5) is supported in whole or in part with public funds.

<sup>6</sup> For a complete list of universe changes between FY 2020 and FY 2021 not on the data file (i.e., closures (STATSTRU 03, 10), adoptions (STATSTRU 04), and marriages (STATSTRU 05)), see **Appendix C**.

<sup>7</sup> Some individual survey items, such as population of legal service area, service outlets, and type of legal basis, have a 100.0 percent response rate for their state because the state library administrative agency provided these data for all public libraries in their state.

<sup>8</sup> AAPOR Response Rate #1 is the number of complete surveys divided by the number of complete surveys plus the number of non-complete surveys.

## Total Response

The base for calculating response rates to individual survey items is the total number of libraries in the survey frame, including unit nonrespondents.

**Table 1. Library Unit Response Rates, by State/Territory: FY 2021**

State/Territory	Respondents	Total units	Unit response rate
Alabama	222	225	98.7
Alaska	67	76	88.2
American Samoa	1	1	100.0
Arizona	70	89	78.7
Arkansas	54	59	91.5
California	183	219	83.6
Colorado	106	112	94.6
Connecticut	177	189	93.7
Delaware	21	21	100.0
District of Columbia	1	1	100.0
Florida	71	78	91.0
Georgia	61	61	100.0
Guam	1	1	100.0
Hawaii	1	1	100.0
Idaho	104	104	100.0
Illinois	623	623	100.0
Indiana	236	236	100.0
Iowa	511	543	94.1
Kansas	320	324	98.8
Kentucky	120	120	100.0
Louisiana	67	67	100.0
Maine	245	255	96.1
Maryland	24	25	96.0
Massachusetts	366	369	99.2
Michigan	391	396	98.7
Minnesota	135	136	99.3
Mississippi	52	53	98.1
Missouri	149	150	99.3
Montana	79	81	97.5
Nebraska	233	245	95.1

State/Territory	Respondents	Total units	Unit response rate
Nevada	20	21	95.2
New Hampshire	211	223	94.6
New Jersey	266	296	89.9
New Mexico	95	98	96.9
New York	756	757	99.9
North Carolina	84	84	100.0
North Dakota	76	79	96.2
Northern Mariana Islands	1	1	100.0
Ohio	249	251	99.2
Oklahoma	119	119	100.0
Oregon	134	135	99.3
Pennsylvania	445	445	100.0
Rhode Island	48	48	100.0
South Carolina	42	42	100.0
South Dakota	105	106	99.1
Tennessee	185	185	100.0
Texas	520	547	95.1
U.S. Virgin Islands	1	1	100.0
Utah	60	71	84.5
Vermont	144	184	78.3
Virginia	94	94	100.0
Washington	57	60	95.0
West Virginia	96	96	100.0
Wisconsin	381	381	100.0
Wyoming	23	23	100.0
<b>Total</b>	<b>8,903</b>	<b>9,207</b>	<b>96.7</b>

SOURCE: IMLS, Public Libraries Survey, FY 2021.

NOTE: Libraries temporary closed in FY 2021 are excluded from the counts in this table. In FY 2021, 8 libraries were reported as temporarily closed.

### Data Files and Reported Numbers of Public Libraries

PLS data files and Benchmarking Tables<sup>9</sup> report different numbers of public libraries. Public libraries in outlying territories and libraries that do not meet the FSCS library definitions are treated differently between the data files and publication tables, as follows:

<sup>9</sup> PLS Benchmarking Tables can be found here: <https://www.imls.gov/pls-benchmarking-tables>.

1. Libraries that do not meet FSCS public library definitions are included on the data files but excluded from publication tables and national totals.
2. Responding public libraries in outlying territories are, whenever possible, included in both the data files and publication tables; however, national totals in publication tables include only the 50 states and the District of Columbia, and exclude outlying territories and libraries that do not meet the FSCS public library definition.

Since FY 2018, California has reported 35 county law libraries as AEs. California indicated that these libraries did not meet the FSCS public library definition, so they are excluded from publication tables. (See section “Population Variables” below for an additional caveat for these records.)

## Caveats for Using These Data

### New and Revised Variables

Please note, significant revisions to the program and attendance variables can lead to difficulties in conducting trend analyses for the first few years until all states have added the variables to their state-level surveys and trained libraries on collection standards. The FY 2021 files include 21 new and 8 revised data items related to library programs, program attendance, asynchronous (recorded) program content, other physical collections, and public internet technology (see the section on Data Element Changes and **Table 9** for more detail, including the full list of variable names). New and revised data items are not imputed nor included in the publication tables until the new data have been collected for three years; see the “Imputation” section below for more information on which variables were imputed and the methods used. As a result, any trend analyses that include FY 2021 data from the revised data items should be annotated to explain these definition changes.

### Imputation

The data include imputations, at the unit and item levels, for nonresponding libraries. For a discussion of the imputation methodology, see the “Imputation” section below. Comparisons to estimates prior to FY 1992 should be made with caution, as earlier estimates do not include imputations for nonresponse and the percentage of libraries responding to a given item varied widely among the states. Additionally, prior to the FY 2010 report, the national PLS statistics included libraries that did not meet the FSCS definition of a public library. The practice of excluding these libraries from national statistics started with the FY 2010 report.

### State Comparisons

Comparisons of data between states also should be made with caution because of differences in reporting periods (see **Table 2**) and varied adherence to survey definitions. The definitions some states used while collecting data from their public libraries may not be consistent with federal PLS definitions.

The District of Columbia, although not a state, as well as the outlying territories of American Samoa, Guam, the Northern Mariana Islands, and the U.S. Virgin Islands, are included in this report. Special care should be used when comparing the data for any of these jurisdictions (which are made up of one AE) to states. The same caution should also be taken when making comparisons between the data for Hawaii and other states, as all of Hawaii’s public library data are reported under one AE: the Hawaii State Public Library System.

## Reporting Period

The FY 2021 PLS requested data for state Fiscal Year 2021; however, the reporting period for states varies. **Table 2** shows the reporting period for each state and the four outlying territories. Most state fiscal years encompass either a calendar year or July to June. In some states, the FY reporting period varies among local jurisdictions. These states are listed in the “Other” column in **Table 2**. Each public library provided data for a 12-month period. The data file includes the starting date and ending date of the fiscal year for each public library.

## Novel Coronavirus (COVID-19) Pandemic

Special care should be used when comparing data between states or between libraries with different reporting periods, such as the reporting periods noted above and in **Table 2**, because of the differential effect of library closures related to COVID-19. In particular, the FY 2021 PLS data contains 313 AE records in six states (Alaska, Illinois, Michigan, Missouri, Texas, and Vermont) with reporting periods that ended in February 2021 or earlier; for these records, at least part of their reporting periods includes time before widespread library closures due to COVID-19.

The FY 2021 PLS data includes eight binary (yes/no) variables in the AE file and two numeric variables in the outlet file that capture various aspects of library service during the COVID-19 pandemic. See **Appendix A** and **B** for a listing of these variables, all of whose names begin with “C19”. Missing values in these variables were not imputed.

**Table 2. Reporting Periods of Public Libraries, by State: FY 2021**

July 2020 through June 2021	October 2020 through September 2021	January 2021 through December 2021	Other <sup>1</sup>
Arizona	Alabama	Arkansas	Alaska <sup>2</sup>
California	District of Columbia	Colorado	Illinois <sup>3</sup>
Connecticut	Florida	Indiana	Maine <sup>4</sup>
Delaware	Idaho	Kansas	Michigan <sup>5</sup>
Georgia	Mississippi	Louisiana	Missouri <sup>6</sup>
Hawaii	American Samoa	Minnesota	Nebraska <sup>4</sup>
Iowa	Guam	New Jersey	New Hampshire <sup>4</sup>
Kentucky	Northern Marianas	North Dakota	New York <sup>7</sup>
Maryland	U.S. Virgin Islands	Ohio	Texas <sup>8</sup>
Massachusetts		Pennsylvania	Utah <sup>4</sup>
Montana		South Dakota	Vermont <sup>9</sup>
Nevada		Washington	
New Mexico		Wisconsin	
North Carolina			
Oklahoma			
Oregon			
Rhode Island			
South Carolina			
Tennessee			
Virginia			
West Virginia			
Wyoming			

<sup>1</sup> The reporting period varies among localities for the states in this column; however, each public library provided data for a 12-month period.

<sup>2</sup> January 2020 to June 2021.

<sup>3</sup> December 2019 to June 2021.

<sup>4</sup> July 2020 to December 2021.

<sup>5</sup> December 2019 to September 2021.

<sup>6</sup> January 2020 to October 2021.

<sup>7</sup> April 2020 to December 2021.

<sup>8</sup> March 2020 to December 2021.

<sup>9</sup> January 2020 to December 2021.

SOURCE: IMLS, Public Libraries Survey, FY 2021.

## Population Variables

The PLS data files include three population variables:

1. Population of Legal Service Area for each public library (**POPU\_LSA** in the Public Library System Data File). This is the number of people in the geographic area for which a public library has been established to offer services and from which (or on behalf of which) the library derives revenue, plus any areas served under contract for which the library is the primary service provider. The determination of this population figure is the responsibility of the state library agency. This population figure should be based on the most recent state population figures for jurisdictions in each state available from the State Data Center. The State Data Coordinator should obtain these figures annually from the State Data Center or other state sources. This population figure is reported at the administrative entity level.
2. Unduplicated Population of Legal Service Area for each public library (**POPU\_UND** in the Public Library System Data File). This value is derived by prorating the state's Total Unduplicated Population of Legal Service Areas by the ratio of the library's Population of Legal Service Area to the state's total Population of Legal Service Area; thus, the sum of values for this variable within a state represents the unduplicated population reported by the state. This population figure is appended to the data file during post data collection processing.
3. County Population Estimate (**CNTYPOP** in the Public Library System Data File and Public Library Outlet Data File). This is the population figure from the Census Bureau's 2021 Population Estimates Program for the county where the public library system or outlet is located. (For the outlying territories, the figures are from the decennial census.) This population figure is appended to the data files during the geocoding process.

The population data requested in the PLS are provided by the state library administrative agency. The methods of calculation of the first two items (i.e., POPU\_LSA and POPU\_UND) vary significantly among states. As a result, the total Population of Legal Service Area for all public libraries in a state may exceed the state's Total Unduplicated Population of Legal Service Areas or the State Total Population Estimate. This happens in states where there are overlaps in population of legal service areas served by individual libraries, resulting in the same population being counted twice. Twenty-four states had such overlapping service areas in FY 2021 (**Table 3**).

**Table 3. States with Public Libraries with Overlapping Service Areas: FY 2021**

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Arizona	Maine	Oregon
Arkansas	Massachusetts	Pennsylvania
Colorado	Minnesota	Rhode Island
Connecticut	Mississippi	South Dakota
Florida	New Hampshire	Utah
Indiana	New Jersey	Vermont
Iowa	New York	Virginia

Kentucky

Ohio

Louisiana

Oklahoma

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SOURCE: IMLS, Public Libraries Survey, FY 2021.

To enable meaningful comparisons between states (for example, the number of print materials per capita), it is necessary to prorate the Population of Legal Service Area data to eliminate duplicative reporting due to overlapping service areas. Thus, the unduplicated population variable (POPU\_UND) in the Public Library System Data File contains a value for *each library* derived by calculating the ratio of a library's Population of Legal Service Area to the state's total Population of Legal Service Area and applying the ratio to the state's Total Unduplicated Population of Legal Service Areas. The latter item is a single, state-reported figure.

California continued to report 35 county law libraries in FY 2021 (first reported in FY 2018), including POPU\_LSA, which effectively doubled the state's sum of reported POPU\_LSA values. Because California did not intend to include these county law libraries in analysis at the state or national level (by indicating C\_FSCS = N), the LSA population values for these 35 law libraries were suppressed (i.e., set to -9, with the imputation flag F\_POPLSA set to L\_21) to ensure that the unduplicated population values derived for the remaining California public libraries would accurately reflect their LSA population. Because these law libraries are county-level entities, any data users requiring a population figure for these records can use the appended county population figure (CNTYPOP) as a proxy.

Texas does not report POPU\_LSA for libraries that do not respond to the state's annual survey; in FY 2021, 27 AEs in Texas did not have a reported value for POPU\_LSA. Because POPU\_LSA is necessary to determine strata for imputation, prior to FY2020, the value of POPU\_LSA for these Texas libraries was imputed using Method 6, which substituted a reported value from a prior year (FYs 2014–2019). In FY 2021, rather than continue to pull forward population numbers for these Texas nonrespondents, 2020 decennial census counts for the city, county, or other appropriate geographic area were used to determine the value of POPU\_LSA for these 27 libraries.

## Confidentiality

Two separate laws cover the protection of the confidentiality of individually identifiable information collected by IMLS:

- Privacy Act of 1974
- E-Government Act of 2002

The Guidelines for Ensuring and Maximizing the Quality, Objectivity, Utility, and Integrity of Information Disseminated by the Institute of Museum and Library Services are prepared under the Treasury and General Government Appropriations Act for Fiscal Year 2001, Section 515(b). IMLS releases data to the public to use for statistical purposes only. Record matching or deductive disclosure by any user is prohibited. Procedures for disclosure avoidance were used in preparing public-use data files and tables of salary information for release.



## Public- and Restricted-Use Data Files

The Public Library System Data File is available in two versions: a public-use data file and a restricted-use data file. The public-use data file is available to all users, and some of the data in it have been suppressed to protect privacy and prevent the disclosure of personal information. Data users who need to access the suppressed information should contact IMLS about the procedures for obtaining access to the restricted-use data files.

### Public-Use Public Library System Data – Suppression for Confidentiality

In the public-use Public Library System Data File, selected expenditures data (i.e., salaries, employee benefits, total staff expenditures, and other operating expenditures) of public libraries have been removed (i.e., the field is set to -9) when the total FTE staff is less than or equal to 2.00, to protect confidentiality. These data may also be suppressed for other libraries to ensure that all states that have suppressed data have a minimum of three suppressed records. The library's total operating expenditures and other expenditures data are not affected by the suppression of these data. No data are suppressed in the public-use versions of the Public Library Outlet Data File.

### Restricted-Use Public Library System Data and Public-Use Public Library Outlet Data

No data are suppressed for confidentiality in the restricted-use versions of the Public Library System Data File or public-use Public Library Outlet Data File. The inclusion of all expenditures data, irrespective of the number of FTE staff, enables the identification of individual salary data for some libraries. Researchers who require access to the restricted-use Public Library System Data must contact IMLS to obtain them.

## Data Collection

States reported data via the PLS Web Portal, developed by AIR, the data collection agent for the FY 2021 PLS. While the PLS Web Portal was opened to the states on January 12, 2022, states were placed into one of three reporting groups based on their fiscal cycles.<sup>10</sup> The edit follow-up for all three groups was completed by September 2022. The editing process is described below. The survey was conducted in English. The OMB clearance number for this collection was 3137-0074 with an expiration date of 11/30/2024.

### Non-Sampling Errors

Because all units in the universe are surveyed, the data are not subject to sampling error; however, they are subject to non-sampling errors, such as errors in response, nonresponse errors, coverage errors arising from an incomplete listing of public libraries, coding errors, or processing errors.

Every effort is made to mitigate such errors. The editing efforts described below are designed to decrease the number of errors resulting from inaccurate responses or processing problems. Imputation lessens the effect of nonresponse. Efforts are made to obtain complete listings of public

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<sup>10</sup> The survey due dates for reporting Groups 1, 2, and 3, were originally April 15, July 22, and August 12, 2022, respectively.

libraries from the state library agencies. Although such efforts are made, some non-sampling errors likely remain in the data.

Undercoverage errors are estimated to be minimal because states are incentivized to register new libraries with IMLS to access discounts provided through the Universal Service Schools and Libraries Program (more commonly known as E-rate), as well as other benefits afforded to public libraries (e.g., Tech Soup).

Overcoverage errors occur when libraries are not reported as closed. In addition, overcoverage will occur if data users do not account for libraries in the dataset that do not meet the definition of a public library developed by the FSCS.

Measurement errors are associated with data entry errors, significant structure changes, and respondents' interpretation of complex concepts. There are no formal studies that estimate bias and variance due to measurement errors for PLS. Some measurement error can be detected by data review; for example, libraries reporting zero young adults' programs but reporting attendance at young adults' programs greater than zero. Measurement error also may not be readily detectable; for example, library visits may be inaccurate due to insufficient counting technology or unrepresentative typical week counts.

Unit nonresponse, which is measured at the library level, has minimal bias due to high response rates in the 50 states, but there may be high nonresponse bias in outlying territories due to non-reporting.<sup>11</sup>

Item nonresponse bias, which is a measure of nonresponse to individual items in the survey, was generally low. However, it may be higher for items that are consistently missing data from certain AEs and outlets. Newly added items are typically subject to higher item nonresponse bias. **Appendix H** provides state-level item response rates.

Processing errors exist in edit check and imputation processes and depend on the quality of prior years' data. Processing errors are considered to occur at a low/moderate rate for the PLS administrative data collection because very few reported data values require change during data processing.

## **B. Post Data Collection Processing**

### **Editing**

#### **State Level**

Respondents generated an Edit Report following direct data entry or import of their data into the PLS Web Portal. The Edit Report, which can be viewed on screen or printed, was used to identify and correct any errors—and to confirm the accuracy of data that generated edit warnings but did not require changes—before submitting the final file to AIR. In the FY 2021 PLS, four types of edit checks were performed:

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<sup>11</sup> Puerto Rico did not participate in the FY 2021 PLS.

1. *Relational edit checks.* This is a data consistency check between related data elements. For example, an edit message is generated if the number of ALA-MLS Librarians (librarians with a master's degree from a program of library and information studies accredited by the American Library Association) is greater than "Total Librarians."
2. *Out-of-range edit checks.* This is a range check that compares the data reported for an item to the "acceptable range" of numeric values for the item. For example, an edit message is generated if average Public Service Hours per outlet per week is less than 11 or greater than 130 or if the ratio of the current year to the past year in Children's Circulation is between 30.0 percent and 344.0 percent.
3. *Arithmetic edit checks.* This is an arithmetical accuracy check of a reported total and its parts to the generated total. For example, an edit message is generated if Total Operating Revenue is not equal to the sum of its parts (Local Government Revenue, State Government Revenue, Federal Government Revenue, and Other Revenue).
4. *Blank, zero, or invalid data edit checks.* This is a check of the reported data against acceptable values. For example, an edit message is generated if the Reporting Period Start Date is missing, if Print Materials is 0, or if the Legal Basis Code is not a valid code.

After the data were submitted through the PLS Web Portal, the Chief Officer (CO) of the state library administrative agency received an automated email with a request to review and certify the accuracy of the data. Data are not considered officially reported unless the CO certifies the submitted data. In some cases, data were edited for logical consistency after data were locked and certified; changes to reported values were made only where explicit evidence for the edit was available. In these cases, the associated imputation flag was set to E\_21 (data reported and edited for logical consistency). For example, if total paid staff was reported as greater than zero, but staff salaries was reported as zero, and the library did not meet the FSCS definition of a public library (which includes paid staff), the staffing variables were edited to zero.

### **National Level**

AIR and IMLS reviewed and edited the state data submissions, working closely with the PLS State Data Coordinators (SDCs).

The values of the FSCS Definition Flag (C\_FSCS) were edited for 15 AE records for FY 2021. The value was set to 'N' in these records because the entity did not meet the FSCS definition of a public library. This is because either the value of Total Paid Staff (TOTSTAFF) was zero, or the value of Total Operating Revenue (TOTINCM) was equal to Other Operating Revenue (OTHINCM), indicating the entity did not receive public funding. These edits were based on reported values for 11 AEs and imputed values for four AEs. **Table 4** lists the affected entities. These edits are not flagged in the data files because C\_FSCS does not have an imputation flag variable.

**Table 4. AE Records with Edited C\_FSCS Value of ‘N’**

FSCSKEY	LIBNAME	TOTSTAFF = 0	TOTINCM = OTHINCM
AL0086	OSCAR JOHNSON MEMORIAL LIBRARY	Reported	N/A
AR0071	FAIRFIELD BAY LIBRARY, INCORPORATED	N/A	Imputed
AZ0119	VENITO GARCIA LIBRARY AND ARCHIVES	N/A	Imputed
AZ0123	SALT RIVER TRIBAL LIBRARY	N/A	Imputed
MA0058	CHESHIRE PUBLIC LIBRARY	Reported	N/A
ME0031	BROWNFIELD PUBLIC LIBRARY	N/A	Reported
ND0011	LAKE REGION PUBLIC LIBRARY	Imputed	N/A
ND0056	MAX COMMUNITY LIBRARY	Reported	N/A
ND0082	TURTLE LAKE PUBLIC LIBRARY	Reported	N/A
ND0094	STANTON PUBLIC LIBRARY	Reported	N/A
NJ0074	BEVERLY FREE LIBRARY	N/A	Reported
NV0002	BEATTY LIBRARY DISTRICT	Reported	N/A
TX0672	LONE OAK AREA PUBLIC LIBRARY	Reported	N/A
UT8004	MENDON LIBRARY	N/A	Reported
WI0370	ONEIDA COMMUNITY LIBRARY	Reported	N/A

SOURCE: IMLS, Public Libraries Survey, FY 2021.

## Imputation

Imputation is a procedure for estimating a value for a specific data item for which the response is missing. This section describes the imputation methods that were used to estimate missing values for data items in the FY 2021 PLS. Imputations were performed in two stages using 10 different methods. For the 50 states and the District of Columbia, missing data for numeric items were imputed, where eligible. Missing data were not imputed for the outlying territories. See **Appendix G** for imputation flags and their definitions.

The imputation method used depends on the variable’s content, the availability of prior-year data for the specific observation being imputed, and the availability of one or more highly correlated variables for the specific observation. In many instances, data were imputed using aggregated information for libraries with similar characteristics, which was obtained by grouping together libraries in imputation strata (see the “Creation of Imputation Strata” section below for more information about the imputation strata and cells used for the FY 2021 PLS).

A total of 51 data items—50 AE variables and one outlet variable—in the FY 2021 PLS were imputed.<sup>12</sup> One AE variable (WEBVISIT) was not imputed because it did not have at least three years of consistent

<sup>12</sup> See **Table 7** for additional details.

data, as IMLS requires; however, it will be imputed in the future. See “Data Elements Changes” section below for more information.

AIR did not impute HOURS or WKS\_OPEN in the outlet file for the FY 2021 PLS because of the effects of the COVID-19 pandemic on public library service. The only imputation method available for these variables is Method 6, which directly substitutes prior year reported data, and imputing FY 2021 PLS data using pre-pandemic values would not be appropriate. As a result, 420 AE records that have a missing value for HRS\_OPEN because HRS\_OPEN on the AE file depends on aggregation of HOURS values from the outlet file.

The imputation sources for FY 2021 include the unimputed, unsuppressed FYs 2017, 2018, 2019, and 2020 AE and outlet data.<sup>13</sup> Each imputed variable in the PLS dataset is accompanied by an imputation flag, which denotes the method of imputation performed for each observation. Imputation flag variables are named using the following convention: F\_\*, where \* is the variable name or abbreviated variable name if it exceeds six characters. For example, the imputation flag variable for MASTER is F\_MASTER.

**Table 5** lists the imputation methods by stage and type—where type is related to the source of the data used in the imputation process—as well as the imputation flags associated with each method. See **Appendix G** for detailed information about the imputation flags and the “Imputation Stages and Methods” section below for detailed information about each imputation method.

**Table 5. Imputation Methods, by Type and Stage**

Stage	Imputation type			
	Within library data only		Data with adjustments based on placement in an imputation stratum	
	Methods	Imputation flags	Methods	Imputation flags
Stage 1	Method 4	IK20, IK19, IK18, IK17	Method 1	IG20, IG19, IG18, IG17
	Method 6	IP20, IP19, IP18, IP17	Method 2	IQ21
			Method 3	IJ21
			Method 5	ID21
			Method 7	IM21
Stage 2	Method 9	IT21		
	Method 10	IB21		
	Method 11	IY21		

<sup>13</sup> The adjusted cell mean, cell mean, prior year ratio to another item, current year cell median ratio to another item, and cell median imputation methods use current year data.

### Creation of Imputation Strata

The responding and nonresponding libraries were sorted into imputation cells based on Bureau of Economic Analysis (BEA) region codes and the size of the population. Each state is assigned a BEA region code (e.g., 01 is the New England states: Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont). The cumulative root frequency method was used to determine the imputation cells. The cumulative root frequency method defines boundaries for the cell categories in a BEA region using a continuous variable (the Population of Legal Service Area –POPU\_LSA). The number of cell categories varies by BEA region; earlier research established the number of cells by collapsing smaller cells so that there were at least 15 respondents, or a response rate greater than 75 percent, in each cell. **Table 6** shows the number of cell categories in each BEA region for FY 2021.

**Table 6. Number of Cell Categories, by BEA Region**

BEA region	Number of cell categories
01 – New England	11
02 – Mid East	11
03 – Great Lakes	14
04 – Plains	10
05 – South East	13
06 – South West	10
07 – Rocky Mountains	7
08 – Far West	8

For more information about the cumulative root frequency method, see p. 129 in Cochran (1977).<sup>14</sup>

### Imputation Stages and Methods

Imputations were performed in two stages. In Stage 1, imputations were carried out for nearly all missing values using one of seven methods.<sup>15</sup> In Stage 2, imputed values were adjusted using one of three methods. The methods used in each stage are described below. The “Imputation Sequences” section, which follows, provides information about the process by which methods were selected for each variable.

#### Stage 1 Imputations

One of the following methods of imputation was used to replace missing values in the FY 2021 PLS dataset:

**METHOD 1:** *Prior-year value multiplied by cell mean growth rate.* The imputed value for a missing item is calculated using the cell mean growth rate. The mean growth rate is calculated within a cell of libraries having similar characteristics using the average of all libraries with reported current-year and

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<sup>14</sup> Cochran, W. 1977. *Sampling Techniques, 3rd edition.* John Wiley & Sons, Inc.

<sup>15</sup> Prior to FY 2020, Method 8 was used in Stage 1 to impute HRS\_OPEN on the AE file based on the HOURS values of the associated outlet records. Beginning in FY 2020, HRS\_OPEN was no longer directly reported; the submission tool now aggregates the HOURS value(s) of the associated outlet record(s).

prior-year values for the missing item. In this method, prior-year reported data can be as old as four years.

METHOD 2: *Adjusted cell mean*. The imputed value for a missing item is set equal to the mean of all libraries reporting a current-year value for that variable within an imputation cell multiplied by an adjustment factor. The adjustment factor is the ratio of a library's population of legal service area to the mean population of legal service area for the same libraries within the imputation cell that had a current-year value for the variable being imputed.

METHOD 3: *Cell mean*. The imputed value for a missing item is set equal to the mean of all libraries reporting a current-year value for that variable within an imputation cell.

METHOD 4: *Prior-year ratio to another item*. The imputed value for a missing item is set equal to the library's reported current-year value of a highly correlated variable multiplied by a ratio. The ratio uses prior-year reported values for the library of the missing item divided by the highly correlated variable. In this method, prior-year reported data can be as old as four years.

METHOD 5: *Current-year cell median ratio to another item*. The imputed value for a missing item is set equal to the library's reported current-year value of a highly correlated variable multiplied by a cell median ratio value. The median ratio value is calculated for all libraries within an imputation cell having reported current-year values for the variables in the ratio. Ratios are calculated using reported current-year values for the missing item and the highly correlated variable.

METHOD 6: *Direct substitution of prior-year reported data*. The imputed value for a missing item uses a library's reported prior-year data for that variable. In this method, reported prior-year data can be as old as four years.

METHOD 7: *Cell median*. The imputed value for a missing item is set equal to the median value of all libraries reporting a current-year value for that variable within an imputation cell.

## **Stage 2 Imputations**

The imputation methods applied in Stage 2 adjust the imputations computed in Stage 1 to preserve the internal consistency in the AE data.

METHOD 9: *Obtained value by relationship of total to detail items*. The imputed value of a total was adjusted using its relationship with reported detail items.

METHOD 10: *Raking of detail items to match total*. The imputed value for a detail item was adjusted by raking methods so that it matches a reported total.

METHOD 11: *Changed by consistency check*. The imputed value was adjusted using customized consistency checks specific to that variable.

## **Imputation Sequences**

Each variable was imputed using a set of prescribed steps. For example, LOANFM (Inter-Library Loans Received From) was assigned to method 1 (prior-year value multiplied by cell mean growth rate). If

prior-year data are not available, then observations are imputed using method 5 (current-year cell median ratio to another item). If method 5 could not be used, then method 2 (adjusted cell mean) would be used, and if the adjusted cell mean could not be calculated, then method 3 (cell mean) would be used. The sequence in which the methods were applied for each variable was established prior to FY 2021. **Table 7** shows the imputation methods and sequences for imputed variables only<sup>16</sup> (abbreviated variable descriptions were used to conserve space). Please see **Appendices A** and **B** for the full variable descriptions.

**Table 7. Imputation Methods and Sequences, by Variable**

Variable name	Abbreviated variable description	Imputation sequence
POPU_LSA <sup>17</sup>	POPULATION OF LSA	Special Procedure
CENTLIB	# OF CENTRAL LIBRARIES	Method 6
BRANLIB	# OF BRANCH LIBRARIES	Method 6
BKMOB	# OF BOOKMOBILES	Method 6
MASTER	ALA-MLS STAFF	Method 1, Method 2, Method 3, Method 11
LIBRARIA	TOTAL LIBRARIANS	Method 1, Method 2, Method 3, Method 11
OTHPAID	ALL OTHER PAID STAFF	Method 1, Method 2, Method 3, Method 10, Method 11
TOTSTAFF	TOTAL PAID EMPLOYEES	Method 9
LOGVGT	LOCAL GOVT REVENUE	Method 1, Method 2, Method 3, Method 10
STGVT	STATE GOVT REVENUE	Method 1, Method 7, Method 10
FEDGVT	FEDERAL GOVT REVENUE	Method 7, Method 10
OTHINCM	OTHER OPERATING REVENUE	Method 1, Method 7, Method 10, Method 11
TOTINCM	TOTAL OPERATING REVENUE	Method 1, Method 2, Method 3, Method 9
SALARIES	SALARIES & WAGES EXP	Method 1, Method 2, Method 3, Method 10, Method 11
BENEFIT	EMPLOYEE BENEFITS	Method 4, Method 2, Method 3, Method 10, Method 11
STAFFEXP	TOTAL STAFF EXP	Method 1, Method 2, Method 3, Method 9, Method 11
PRMATEXP	OP EXP FOR PRINT MAT	Method 5, Method 2, Method 3, Method 10, Method 11

<sup>16</sup> The following variables were not imputed in FY 2021 but have an imputation flag, these flag variables were maintained for consistency with data in previous years: HRS\_OPEN, TOTPRO, KIDPRO, YAPRO, TOTATTEN, KIDATTEN, YAATTEN, GPTERMS, WIFISESS, HOURS, WKS\_OPEN.

<sup>17</sup> In FY 2021, 27 AEs in Texas did not have a reported value for POPU\_LSA. Because POPU\_LSA is necessary to determine strata for imputation, the value of POPU\_LSA for these 27 AEs is imputed with 2020 decennial census values for the appropriate jurisdiction.



<b>Variable name</b>	<b>Abbreviated variable description</b>	<b>Imputation sequence</b>
ELMATEXP	OP EXP FOR ELECTRONIC MAT	Method 1, Method 4, Method 2, Method 3, Method 10, Method 11
OTHMATEX	OP EXP FOR OTHER MAT	Method 1, Method 2, Method 3, Method 10, Method 11
TOTEXPCO	TOTAL COLLECTION EXP	Method 1, Method 2, Method 3, Method 9, Method 11
OTHOPEXP	OTHER OPERATING EXP	Method 1, Method 2, Method 3, Method 10, Method 11
TOTOPEXP	TOTAL OPERATING EXP	Method 1, Method 2, Method 3, Method 9, Method 11
LCAP_REV	LOCAL GOVT CAPITAL REVENUE	Method 1, Method 7, Method 10
SCAP_REV	STATE GOVT CAPITAL REVENUE	Method 7, Method 10
FCAP_REV	FEDERAL GOVT CAPITAL REVENUE	Method 7, Method 10
OCAP_REV	OTHER CAPITAL REVENUE	Method 7, Method 10
CAP_REV	TOTAL CAPITAL REVENUE	Method 1, Method 7, Method 9, Method 11
CAPITAL	TOTAL CAPITAL EXPENDITURES	Method 2, Method 3
BKVOL	PRINT MATERIALS	Method 1, Method 2, Method 3
EBOOK	ELECTRONIC BOOKS	Method 1, Method 7
AUDIO_PH	AUDIO - PHYSICAL UNITS	Method 6, Method 2, Method 3
AUDIO_DL	AUDIO - DOWNLOADABLE UNITS	Method 6, Method 2, Method 3
VIDEO_PH	VIDEO - PHYSICAL UNITS	Method 1, Method 2, Method 3
VIDEO_DL	VIDEO - DOWNLOADABLE UNITS	Method 1, Method 2, Method 3
EC_LO_OT	LOCAL/OTHER ELECTRONIC COLLECTIONS	Method 2, Method 3, Method 11
EC_ST	STATE ELECTRONIC COLLECTIONS	Method 5, Method 2
ELECCOLL	TOTAL ELECTRONIC COLLECTIONS	Method 6, Method 2, Method 11
VISITS	LIBRARY VISITS	Method 1, Method 2, Method 3
REFERENC	REFERENCE TRANS	Method 1, Method 2, Method 3
REGBOR	REGISTERED USERS	Method 1, Method 2, Method 3
TOTCIR	TOTAL CIRCULATION	Method 1, Method 2, Method 3, Method 9, Method 11
KIDCIRCL	CIRCULATION OF KIDS MATERIALS	Method 5, Method 2, Method 3, Method 11

Variable name	Abbreviated variable description	Imputation sequence
ELMATCIR	CIRCULATION OF ELECTRONIC MATERIALS	Method 1, Method 4, Method 6, Method 2, Method 10, Method 11
PHYSCIR	PHYSICAL ITEM CIRCULATION	Method 1, Method 4, Method 6, Method 2, Method 10, Method 11
ELINFO	RETRIEVAL OF ELECTRONIC INFORMATION	Method 1, Method 6, Method 7, Method 2, Method 10, Method 11
ELCONT	ELECTRONIC CONTENT USE	Method 1, Method 4, Method 6, Method 2, Method 9, Method 11
TOTCOLL	TOTAL COLLECTION USE	Method 1, Method 4, Method 6, Method 2, Method 9, Method 11
LOANTO	INTER-LIBRARY LOANS OUT	Method 4, Method 5, Method 2, Method 3
LOANFM	INTER-LIBRARY LOANS RECEIVED	Method 1, Method 5, Method 2, Method 3
PITUSR	PUBLIC INTERNET COMPUTER USES PER YEAR	Method 5, Method 2, Method 3, Method 11
SQ_FEET	SQUARE FEET	Method 6

### Highly Correlated Variables

Due to the correlated nature of the PLS data, missing items in several variables were imputed using one or multiple highly correlated variables. **Table 8** below provides the highly correlated variable for each variable that can be imputed using methods 4 or 5. For example, if a missing value for Operating Expenditures for Electronic Materials (ELMATEXP) was imputed using method 4 (prior-year ratio to another item), then the correlated variable in the prior-year ratio was Total Staff Expenditures (STAFFEXP). If a missing value for Operating Expenditures for Print Materials (PRMATEXP) was imputed using method 5 (current-year cell median ratio to another item), then the correlated variable used in the cell median ratio was Total Collection Expenditures (TOTEXPCO).

**Table 8. Highly Correlated Variables Used in Method 4 and 5 Imputations**

Variable being imputed	Method used	Highly correlated variable used in Method 4 (prior- year) or Method 5 (cell median) ratios
BENEFIT	Method 4	STAFFEXP
LOANTO	Method 4	LOANFM
ELMATEXP	Method 4	STAFFEXP
PHYSCIR	Method 4	VISITS
ELMATCIR	Method 4	REGBOR
ELCONT	Method 4	REGBOR
TOTCOLL	Method 4	VISITS
PRMATEXP	Method 5	TOTEXPCO
KIDCIRCL	Method 5	TOTCIR
PITUSR	Method 5	GPTERMS

Variable being imputed	Method used	Highly correlated variable used in Method 4 (prior- year) or Method 5 (cell median) ratios
LOANFM	Method 5	LOANTO

### Data Elements Changes

Each year, the PLS data elements are revisited. Under the guidance of the IMLS Library Statistics Working Group, data elements are added, changed, and deleted. These changes impact the processing and reporting of the items. New data items are not imputed or included in data tables or research until after the new data are collected systematically (meaning, without additional modifications) for three years. The four-year process for data elements changes is as follows:

- Year 1: Proposed additions and changes to data elements identified.
- Year 2: New or revised data elements reported in the annual data submission on a trial basis by those State Data Coordinators able to do so. Trial data are electronically released but not imputed or included in data tables or research.
- Year 3: New or revised data elements reported in the annual data submission and electronically released but not imputed or included in data tables or research.
- Year 4: New or revised data elements reported in the annual data submission, electronically released, imputed if appropriate, and included in data tables and released research.

**Table 9** shows the items that have been added or changed in the last three fiscal years and describes how these variables were processed for FY 2021.

**Table 9. PLS Four-Year Process for Data Elements**

FY of Data Collection	Elements Added	Elements Changed	Year 1	Year 2	Year 3	Year 4	FY 2021 Processing
FY 2021	TOTPHYS (461) OTHPHYS (462) OTHPHCIR (561) KO_5PRO (601) K6_11PRO (602) ADULTPRO (604) GENPRO (605) ONPRO (606) OFFPRO (607) VIRPRO (608) KO_5ATTEN (611) K6_11ATTEN (612) ADULTATTEN (614) GENATTEN (615) ONATTEN (616) OFFATTEN (617) VIRATTEN (618) TOTPRES (620) TOTVIEWS (630) PITUSRRPT (651a) WIFISRPT (652a)	TOTPRO (600) KIDPRO (601a) YAPRO (603) TOTATTEN (610) KIDATTEN (611a) YAATTEN (613) GPTERMS (650) WIFISESS (652)	FY 2020	FY 2021	FY 2022	FY 2023	All the new and changed elements will not be imputed but reported data will be electronically released.
FY 2020	Temporary items related to COVID-19 (510-522) VISITRPT (501a) REFERRPT (502a)	REFERENC (502)	FY 2019	FY 2020	FY 2021	FY 2022	New elements will not be imputed, but REFERENC will continue to be imputed and included in data tables or research. All added and changed elements will be electronically released. SUBSCRIP (460) was removed from the survey.
FY 2019	None	None	FY 2018	FY 2019	FY 2020	FY 2021	N/A
FY 2018	WEBVISIT (653)	None	FY 2017	FY 2018	FY 2019	FY 2020	WEBVISIT was reported in the annual data submission and electronically released but not imputed or included in the data tables or research.

## Geocoding

Since FY 2007, the PLS data files have included supplemental geographic information. All supplemental geography codes are assigned based on the address information reported by the respondent. The geographic information included in the PLS has evolved over time in accordance with industry standards and best practices, as well as data users' needs. Notable transitions include the following:

- FY 2008: The National Center for Education Statistics (NCES) locale code and county population measures were added.
- FY 2009: To avoid duplication or discrepancies in state and county designation codes, the discontinued measures PUB\_FIPS and CNTYFIPS were removed from the data files, while FIPSSST and FIPSCO were retained.
- FY 2014: Data items were filled with prior-year (FY 2013) values. If the library was not included in the data file in the prior year, then the values were filled in as missing. (However, if a library was not included in FY 2013 due to a temporary closure but reopened at the same address in FY 2014, that library will have geocoding information.) In addition, if the library had moved to a new location, then the values were filled in as missing.
- FY 2015: The Federal Information Processing Standards (FIPS) codes were replaced by Geographic Names Information System (GNIS) codes. GNIS codes are used for locational entities of the United States, such as primary county divisions and named populated places. FIPS codes were appended in previous PLS administrations, but starting with FY 2015, PLS included the new GNIS codes.
- FY 2016: The Rural Education Achievement Program (REAP) locale code was added for libraries and outlets. See additional information in the "Locale Codes" section below.
- FY 2019: The Rural Education Achievement Program (REAP) locale code was removed as this framework is no longer being maintained.<sup>18</sup>

As part of the post-processing of the FY 2021 data files, supplemental geographic information was added to the records for AEs and outlets, where possible. The geocode variables are not collected or reported but are generated based on the physical address information reported for each record; see the record layouts for missing values declarations. The following supplemental geographic information is provided with the release of the FY 2021 PLS data:

- ZIP Code +4
- Longitude
- Latitude
- Standardized state code (e.g., InterNational Committee for Information Technology Standards (INCITS) 38, formerly FIPS 5-2)
- Standardized county code (e.g., INCITS 31, formerly FIPS 6-4)
- Standardized place code (e.g., Minor Civil Division (MCD) code; GNIS feature ID, formerly FIPS 55-DC3)
- County population
- NCES locale code

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<sup>18</sup> [https://nces.ed.gov/programs/edge/docs/EDGE\\_NCES\\_LOCALE.pdf](https://nces.ed.gov/programs/edge/docs/EDGE_NCES_LOCALE.pdf)

- Census tract
- Census block
- Congressional district (116<sup>th</sup> Congress)
- Core-based statistical area
- Metropolitan/micropolitan area flag
- Geocoding accuracy and precision level (e.g., Street Address)

County population data for U.S. libraries was assigned using the Census Bureau's 2021 Population Estimates Program (2021 PEP, PEPANNRES).<sup>19</sup> County population data for outlying territory was assigned using the 2010 Decennial Census.<sup>20</sup> Locale codes were assigned using the 2021 NCES locale framework; see “Locale Codes” for additional information.

Geocoding information was processed in batch by AIR using the Esri World Geocoder from the ArcGIS Online World Geocoding Service.

The Esri World Geocoder reports geocoding precision within three variables:

1. **GEOSTATUS:** A match status variable that indicates if the address was matched to a location.
  - E – Matched. The address is matched to exactly one location.
  - T – Tied. The address has more than one candidate with the same best match score but at different locations.
  - U – Unmatched. The address is not matched.
2. **GEOSCORE:** A match score for the address where GEOSTATUS = E or T. This variable ranges between 0 and 100, with 100 indicating that the candidate address is a perfect match.
3. **GEOMTYPE:** A geocoded address type that indicates the type of location to which the address matches. Values closer to the top of the following list are more precise than subsequent values:
  - Subaddress—A street address based on point locations that represent house and building subaddress locations. Typically, this is the most spatially accurate match level. The subaddress elements of unit type and unit identifier (e.g., suite, floor, apartment) help to distinguish one subaddress within or between structures from another when several occur within the same feature or PointAddress location.
  - PointAddress—A street address based on point locations that represent house and building locations.
  - StreetAddress—A street address that differs from PointAddress because the address number is interpolated from the range of address numbers for a given street segment.
  - StreetInt—A street address consisting of a street intersection along with city and optional state and postal code information.
  - StreetAddressExt—An estimated street address match that is returned when the input address number exceeds the address number range for the matched street segment.

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<sup>19</sup> <https://www.census.gov/programs-surveys/popest/data/data-sets.2020.html>

<sup>20</sup> <https://census.gov/programs-surveys/decennial-census/data/datasets.2010.html>

- DistanceMarker—A street address that represents the linear distance along a street from a designated origin location.
- StreetName—Similar to a street address but without the address number.
- Locality—A place name representing a populated place such as a city or neighborhood.
- PostalLoc—A combination of ZIP code and city name.
- Postal—ZIP code.
- POI—Points of interest, for example, administrative placenames, businesses, landmarks, and geographic features.
- Manual—Address manually matched to latitude/longitude

Tables 10 and 11 show the geocoding precision levels, corresponding descriptions, and numbers and percentages of each level in the AE and outlet files, for each variable GEOSTATUS, GEOSCORE, GEOMTYPE.

**Table 10. GEOSTATUS Levels and Distribution**

GEOSTATUS	Description	Number and Percentage of AEs	Number and Percentage of Outlets
E	Matched. The address is matched to exactly one location.	9,140 (99.2%)	17,249 (99.0%)
T	Tied. The address has more than one candidate with the same best match score but at different locations.	75 (0.8%)	177 (1.0%)
U	Unmatched. The address is not matched.	0 (0.0%)	0 (0.0%)

SOURCE: IMLS, Public Libraries Survey, FY 2021.

**Table 11. GEOSCORE Distribution**

GEOSCORE	Number and Percentage of AEs	Number and Percentage of Outlets
100.00	7,955 (86.3%)	14,645 (84.0%)
95.00 – 99.99	1,227 (13.3%)	2,667 (15.3%)
90.00 – 94.99	23 (0.2%)	79 (0.5%)
85.00 – 89.99	9 (0.1%)	32 (0.2%)
Less than 84.99	1 (<0.1%)	3 (<0.1%)

SOURCE: IMLS, Public Libraries Survey, FY 2021.

## Locale Codes

Locale codes allow users to identify whether AEs and library outlets are in cities, suburbs, towns, or rural areas. Locale codes were assigned to AEs and outlets using the 2021 NCES locale framework. Locale codes for AEs were assigned using two methodologies:

3. Based on the geocoded latitude and longitude values of the AE's street address
4. Based on the modal locale codes of the central and branch libraries of that library system (excluding bookmobile and books-by-mail-only outlets). Whenever there was a tie in modal code, the AE retained its prior year locale code, if that code was among the tied values. If the tie involved locale codes that were different from the locale code corresponding to the AE's prior locale code, the most urban code of the tied locale codes was assigned to that AE.

Locale codes for outlets were assigned based on the geocoded latitude and longitude of the outlet's street address.

For records with a GEOSCORE value less than 90 (see previous section), IMLS recommends against depending on the locale codes in these files for high stakes uses. Instead, users can visually locate an entity on the NCES Locale Lookup map: <https://nces.ed.gov/programs/maped/LocaleLookup/>.

The NCES locale coding system classifies areas into four major types—city, suburban, town, and rural—each with three subcategories. The order of urbanicity for NCES locale codes is from the highest, most urban (11) to the lowest, most rural (43). The 12 different locale codes and the criteria for their assignment are as follows:

- 11 – City, Large:** Territory inside an Urbanized Area and inside a Principal City with a population of 250,000 or more.
- 12 – City, Mid-size:** Territory inside an Urbanized Area and inside a Principal City with a population less than 250,000 and greater than or equal to 100,000.
- 13 – City, Small:** Territory inside an Urbanized Area and inside a Principal City with a population less than 100,000.
- 21 – Suburban, Large:** Territory outside a Principal City and inside an Urbanized Area with a population of 250,000 or more.
- 22 – Suburban, Mid-size:** Territory outside a Principal City and inside an Urbanized Area with a population less than 250,000 and greater than or equal to 100,000.
- 23 – Suburban, Small:** Territory outside a Principal City and inside an Urbanized Area with a population less than 100,000.
- 31 – Town, Fringe:** Territory inside an Urban Cluster that is less than or equal to 10 miles from an Urbanized Area.
- 32 – Town, Distant:** Territory inside an Urban Cluster that is more than 10 miles and less than or equal to 35 miles from an Urbanized Area.
- 33 – Town, Remote:** Territory inside an Urban Cluster that is more than 35 miles from an Urbanized Area.



- 41 – Rural, Fringe:** Census-defined rural territory that is less than or equal to 5 miles from an Urbanized Area, as well as rural territory that is less than or equal to 2.5 miles from an Urban Cluster.
- 42 – Rural, Distant:** Census-defined rural territory that is more than 5 miles but less than or equal to 25 miles from an Urbanized Area, as well as rural territory that is more than 2.5 miles but less than or equal to 10 miles from an Urban Cluster.
- 43 – Rural, Remote:** Census-defined rural territory that is more than 25 miles from an Urbanized Area and more than 10 miles from an Urban Cluster.

## C. Guidelines for Processing the PLS Data Files

See the “Introduction,” “Confidentiality,” and “Public- and Restricted-Use Data Files” sections above for a description of the files.

Files are provided in CSV, SAS, and SPSS format. SPSS files are formatted to include value labels and missing values declarations that align with the value labels shown in the record layouts of the accompanying data documentation. That is, if a numeric variable’s missing value was coded as -1, the -1 is declared as a discrete missing value.

SAS datasets are unformatted and do not contain value labels. SAS datasets are delivered with two programs to apply formats: SAS\_[FileName]\_FmtAssoc.sas and SAS\_[FileName]\_FmtAttach.sas. The FmtAssoc program should be run above a data step, whereas the FmtAttach program is run within the data step. For example:

```
%include "\\...SAS_[FileName]_FmtAssoc.sas";

data temp;
set libname.filename;
%include "\\...path\SAS_[FileName]_FmtAttach.sas";
run;
```

Alphanumeric fields that contain “M” and numeric fields that contain “-1” indicate nonresponse. A zero (0) response is reported data and indicates the library or outlet had none of the item. A “-9” indicates data have been removed to protect confidentiality or for analytic purposes. SAS and SPSS treat missing values differently. SAS users will need to apply the following code to convert negative values to values recognized as missing:

```
*-----*
| For Public Library System Data File |
*-----*
*Insert this section into data step;

array num _numeric_;
do over num;
if num = -1 then num = .M; /*recode missing value into .M*/
```

```

if num = -3 and STATSTRU ='23' then num = .C; /*recode Temporary Closed Library into .C*/
if num = -4 then num = .N; /*recode "Not Applicable" into .N*/
if num = -9 then num = .S; /*recode suppressed value into .S*/
end;
array char _character_;
do over char;
if char ='M' then char = ' '; /*recode missing value into M for character variables*/
end;
/*recode the rest of special missing into corresponding missing values*/
if PHONE in ('-3' '-4') then PHONE = ' ';
if STARTDAT = '-3' then STARTDAT = " ";
if ENDDATE = '-3' then ENDDATE = " ";

*-----*
| For Public Library Outlet Data File |
*-----*

*Insert this section into data step;

```

```

array num _numeric_;
do over num;
if num = -1 then num = .M; /*recode missing value into .M*/
if num = -3 and STATSTRU ='23' then num = .C; /*recode Temporary Closed Library into .C*/
if num = -4 then num = .N; /*recode "Not Applicable" into .N*/
end;
array char _character_;
do over char;
if char ='M' then char = ' '; /*recode missing value into M for character variables*/
end;
/*recode the rest of special missing into corresponding missing values*/
if PHONE in ('-3' '-4') then PHONE = ' ';
if STARTDAT = '-3' then STARTDAT = " ";
if ENDDATE = '-3' then ENDDATE = " ";

```

## Removing Imputed Values from the Data

If the value of the flag begins with “1,” then the value for the associated variable was imputed. To remove all imputed values from the data, the values of variables that have an associated imputation flag beginning with “1” should be removed.

**Appendices**



## Appendix A: Record Layout for Public Library System Data File, FY 2021 (PLS\_FY21\_AE\_pud21i)

Note: See Appendix G for definitions of flag variables (F\_\*).

Variable name	Field length	Data type	Survey item	Description
<b>Data Source: Public Libraries Survey, Fiscal Year 2021</b>				
Number of records = 9,215 (one record per observation)				
Number of fields per record = 195				
<b>IDENTIFICATION</b>				
STABR	02	A	†	Two-letter American National Standards Institute (ANSI) State Code. (See Appendix D for list of State Codes.)
FSCSKEY	06	A	150	Library identification code assigned by IMLS
LIBID	20	A	151	Library identification code assigned by the state. IMLS assigns the FSCSKEY to this field if the state did not assign a code.
LIBNAME	60	A	152	Name of library (administrative entity)
<b>STREET ADDRESS</b>				
ADDRESS	35	A	153	Street address of administrative entity
CITY	20	A	154	City or town (of street address) of administrative entity
ZIP	05	A	155	Standard five-digit postal zip code (of street address) of administrative entity.
ZIP4	04	A	†	Four-digit postal zip code extension (of street address) of administrative entity. M-Missing
<b>MAILING ADDRESS</b>				
ADDRES_M	35	A	157	Mailing address of administrative entity
CITY_M	20	A	158	City or town (of mailing address) of administrative entity

Variable name	Field length	Data type	Survey item	Description
ZIP_M	05	A	159	Standard five-digit postal zip code (of mailing address) of administrative entity
ZIP4_M	04	A	†	Four-digit postal zip code extension (of mailing address) of administrative entity M-Missing
CNTY	20	A	161	County in which the headquarters of the administrative entity is physically located
PHONE	10	A	162	Telephone number, in following format: area code/exchange/number (for example, 7037315072) -3-Temporarily closed administrative entity
C_RELATN	02	A	200	Interlibrary Relationship Code HQ-Headquarters of a federation or cooperative ME-Member of a federation or cooperative NO-Not a member of a federation or cooperative
C_LEGBAS	02	A	201	Legal Basis Code CC-City/County CI-Municipal Government (city, town, or village) CO-County/Parish LD-Library District MJ-Multi-jurisdictional NL-Native American Tribal Government NP-Non-profit Association or Agency SD-School District OT-Other (Note: Prior to FY 98, this variable was called C_LEGBASE.)
C_ADMIN	02	A	202	Administrative Structure Code MA-Administrative entity with multiple direct service outlets where administrative offices are separate MO-Administrative entity with multiple direct service outlets where administrative offices are not separate SO-Single outlet administrative entity

Variable name	Field length	Data type	Survey item	Description
C_FSCS	01	A	203	FSCS Public Library Definition (Public library system meets all criteria in the definition.) Y-Yes N-No
GEOCODE	03	A	204	Geographic Code CI1-Municipal Government (city, town, or village) (exactly) CI2-Municipal Government (city, town, or village) (most nearly) CO1-County/Parish (exactly) CO2-County/Parish (most nearly) MA1-Metropolitan Area (exactly) MA2-Metropolitan Area (most nearly) MC1-Multi-County (exactly) MC2-Multi-County (most nearly) SD1-School District (exactly) SD2-School District (most nearly) OTH-Other
LSABOUND	01	A	205	Legal service area boundary change in last year Y-Yes N-No
STARTDAT	10	A	206	Reporting period starting date, in mm/dd/yyyy format (e.g., 07/01/2020) -3-Temporarily closed administrative entity
ENDDATE	10	A	207	Reporting period ending date, in mm/dd/yyyy format (e.g., 06/30/2021) -3-Temporarily closed administrative entity
POPU_LSA	09	N	208	<b>POPULATION</b> Population of the Legal Service Area -1-Missing -3-Temporarily closed administrative entity -9-Data suppressed for analytic purposes

Variable name	Field length	Data type	Survey item	Description
F_POPLSA	04	A	†	POPU_LSA imputation flag.
POPU_UND	09	N	†	Derived. Unduplicated population of the legal service area for the library. This value is calculated by prorating the library's population of legal service area (POPU_LSA) to the state's total population of legal service areas (total POPU_LSA) and applying the ratio to the state-reported total unduplicated population of legal service areas. The latter item, a single figure reported by the state data coordinator, is also named POPU_UND but is located on the State Summary/State Characteristics Data File. -1-Missing -3-Temporarily closed administrative entity -9-Data suppressed for analytic purposes
<b>SERVICE OUTLETS</b>				
CENTLIB	03	N	209	Number of central libraries -3-Temporarily closed administrative entity
F_CENTLIB	04	A	†	CENTLIB imputation flag.
BRANLIB	03	N	210	Number of branch libraries -3-Temporarily closed administrative entity
F_BRLIB	04	A	†	BRANLIB imputation flag.
BKMOB	03	N	211	Number of bookmobiles -3-Temporarily closed administrative entity
F_BKMOB	04	A	†	BKMOB imputation flag.
<b>FULL-TIME EQUIVALENT (FTE) PAID STAFF</b>				
MASTER	09	N	250	ALA-MLS Librarians. Number of FTE paid librarians with master's degrees from programs of library and information studies accredited by the American Library Association. This field consists of six integers and two decimals, with an explicit decimal point. -1-Missing -3-Temporarily closed administrative entity
F_MASTER	04	A	†	MASTER imputation flag.

Variable name	Field length	Data type	Survey item	Description
LIBRARIA	09	N	251	Total number of FTE employees holding the title of librarian. This field consists of six integers and two decimals, with an explicit decimal point. -1-Missing -3-Temporarily closed administrative entity
F_LIBRAR	04	A	†	LIBRARIA imputation flag.
OTHPAID	09	N	252	All other paid FTE employees. This field consists of six integers and two decimals, with an explicit decimal point. -1-Missing -3-Temporarily closed administrative entity
F_OTHSTF	04	A	†	OTHPAID imputation flag.
TOTSTAFF	10	N	253	Total paid FTE employees (i.e., sum of LIBRARIA and OTHPAID). This field consists of seven integers and two decimals, with an explicit decimal point. -1-Missing -3-Temporarily closed administrative entity
F_TOTSTF	04	A	†	TOTSTAFF imputation flag.
<b>OPERATING REVENUE</b>				
LOGVGT	09	N	300	Operating revenue from local government -1-Missing -3-Temporarily closed administrative entity
F_LOGVGT	04	A	†	LOGVGT imputation flag.
STGVT	09	N	301	Operating revenue from state government -1-Missing -3-Temporarily closed administrative entity
F_STGVT	04	A	†	STGVT imputation flag.



Variable name	Field length	Data type	Survey item	Description
FEDGVT	09	N	302	Operating revenue from federal government -1-Missing -3-Temporarily closed administrative entity
F_FEDGVT	04	A	†	FEDGVT imputation flag.
OTHINCM	09	N	303	Other operating revenue (i.e., operating revenue not included in LOCGVT, STGVT, and FEDGVT) -1-Missing -3-Temporarily closed administrative entity
F_OTHINC	04	A	†	OTHINCM imputation flag.
TOTINCM	10	N	304	Total operating revenue (i.e., sum of LOCGVT, STGVT, FEDGVT, and OTHINCM) -1-Missing -3-Temporarily closed administrative entity
F_TOTINC	04	A	†	TOTINCM imputation flag.
<b>OPERATING EXPENDITURES</b>				
<b>Staff Expenditures</b>				
SALARIES	09	N	350	Salaries and wages for all library staff -1-Missing -3-Temporarily closed administrative entity -9-Data suppressed to protect confidentiality
F_SALX	04	A	†	SALARIES imputation flag.
BENEFIT	09	N	351	Employee benefits for all library staff -1-Missing -3-Temporarily closed administrative entity -9-Data suppressed to protect confidentiality
F_BENX	04	A	†	BENEFIT imputation flag.

Variable name	Field length	Data type	Survey item	Description
STAFFEXP	09	N	352	Total staff expenditures (i.e., sum of SALARIES and BENEFIT) -1-Missing -3-Temporarily closed administrative entity -9-Data suppressed to protect confidentiality
F_TOSTFX	04	A	†	STAFFEXP imputation flag.
PRMATEXP	09	N	353	<b>Collection expenditures</b> Operating expenditures for print materials (including books, current serial subscriptions, government documents, and any other print acquisitions) -1-Missing -3-Temporarily closed administrative entity
F_PRMATX	04	A	†	PRMATEXP imputation flag.
ELMATEXP	09	N	354	Operating expenditures for electronic (digital) materials (including e-books, e-serials, government documents, databases, electronic files, reference tools, scores, maps, or pictures, including materials digitized by the library) -1-Missing -3-Temporarily closed administrative entity
F_ELMATX	04	A	†	ELMATEXP imputation flag.
OTHMATEX	09	N	355	Operating expenditures for all other library materials (microform, audio, video, DVD, and new formats) -1-Missing -3-Temporarily closed administrative entity
F_OTMATX	04	A	†	OTHMATEX imputation flag.
TOTEXPCO	09	N	356	Total expenditures on library collection (i.e., sum of PRMATEXP, ELMATEXP, and OTHMATEX) -1-Missing -3-Temporarily closed administrative entity
F_TOCOLX	04	A	†	TOTEXPCO imputation flag.

Variable name	Field length	Data type	Survey item	Description
				<b>Other operating expenditures</b>
OTHOPEXP	09	N	357	Other operating expenditures (i.e., operating expenditures not included in STAFFEXP and TOTEXPCO) -3-Temporarily closed administrative entity -9- Data suppressed to protect confidentiality
F_OTHOPX	04	A	†	OTHOPEXP imputation flag.
TOTOPEXP	10	N	358	Total operating expenditures (i.e., sum of STAFFEXP, TOTEXPCO, and OTHOPEXP) -1-Missing -3-Temporarily closed administrative entity
F_TOTOPX	04	A	†	TOTOPEXP imputation flag.
				<b>CAPITAL REVENUE</b>
LCAP_REV	09	N	400	Local government capital revenue -1-Missing -3-Temporarily closed administrative entity
F_LCAPRV	04	A	†	LCAP_REV imputation flag.
SCAP_REV	09	N	401	State government capital revenue -1-Missing -3-Temporarily closed administrative entity
F_SCAPRV	04	A	†	SCAP_REV imputation flag.
FCAP_REV	09	N	402	Federal government capital revenue -1-Missing -3-Temporarily closed administrative entity
F_FCAPRV	04	A	†	FCAP_REV imputation flag.

Variable name	Field length	Data type	Survey item	Description
OCAP_REV	09	N	403	Other capital revenue (i.e., capital revenue not included in LCAP_REV, SCAP_REV, and OCAP_REV) -1-Missing -3-Temporarily closed administrative entity
F_OCAPRV	04	A	†	OCAP_REV imputation flag.
CAP_REV	09	N	404	Total capital revenue (i.e., sum of LCAP_REV, SCAP_REV, FCAP_REV, and OCAP_REV) -1-Missing -3-Temporarily closed administrative entity
F_TCAPRV	04	A	†	CAP_REV imputation flag.
<b>CAPITAL EXPENDITURES</b>				
CAPITAL	09	N	405	Total capital expenditures -1-Missing -3-Temporarily closed administrative entity
F_TCAPX	04	A	†	CAPITAL imputation flag.
<b>LIBRARY COLLECTION</b>				
BKVOL	09	N	450	Print materials (including books and government documents) -1-Missing -3-Temporarily closed administrative entity
F_BKVOL	04	A	†	BKVOL imputation flag.
EBOOK	09	N	451	Electronic Books (E-books) (digital documents, including non-serial government documents in digital format) -1-Missing -3-Temporarily closed administrative entity
F_EBOOK	04	A	†	EBOOK imputation flag.

Variable name	Field length	Data type	Survey item	Description
AUDIO_PH	09	N	452	Audio - physical units (including records, audiocassettes, audio cartridges, audio discs—including audio-CD-ROMS, audio reels, talking books, and other sound recordings) -1-Missing -3-Temporarily closed administrative entity
F_AUD_PH	04	A	†	AUDIO_PH imputation flag.
AUDIO_DL	09	N	453	Audio - downloadable units -1-Missing -3-Temporarily closed administrative entity
F_AUD_DL	04	A	†	AUDIO_DL imputation flag.
VIDEO_PH	09	N	454	Video - physical units (including video tapes, DVDs, video CD-ROMs, etc.) -1-Missing -3-Temporarily closed administrative entity
F_VID_PH	04	A	†	VIDEO_PH imputation flag.
VIDEO_DL	09	N	455	Video - downloadable units -1-Missing -3-Temporarily closed administrative entity
F_VID_DL	04	A	†	VIDEO_DL imputation flag.
TOTPHYS	09	N	461	Total physical items in collection -1-Missing -3-Temporarily closed administrative entity
OTHPHYS	09	N	462	Other circulating physical items -1-Missing -3-Temporarily closed administrative entity

Variable name	Field length	Data type	Survey item	Description
<b>ELECTRONIC COLLECTIONS</b>				
EC_LO_OT	09	N	456	Local/Other electronic collections -1-Missing -3-Temporarily closed administrative entity
F_EC_L_O	04	A	†	EC_LO_OT imputation flag.
EC_ST	09	N	457	State electronic collections -1-Missing -3-Temporarily closed administrative entity
F_EC_ST	04	A	†	EC_ST imputation flag.
ELECCOLL	09	N	458	Total electronic collections -1-Missing -3-Temporarily closed administrative entity
F_ELECOL	04	A	†	ELECCOLL imputation flag.
<b>PUBLIC SERVICE HOURS</b>				
HRS_OPEN	09	N	500	Total annual public service hours for all service outlets -1-Missing -3-Temporarily closed administrative entity
F_HRS_OP	04	A	†	HRS_OPEN imputation flag.
<b>LIBRARY SERVICES</b>				
VISITS	09	N	501	Total annual library visits -1-Missing -3-Temporarily closed administrative entity
F_VISITS	04	A	†	VISITS imputation flag.
VISITRPT	04	A	501a	Library visits reporting method CT-Annual Count ES-Annual Estimate Based on Typical Week(s) M-Missing

Variable name	Field length	Data type	Survey item	Description
REFERENC	09	N	502	Total annual reference transactions -1-Missing -3-Temporarily closed administrative entity
F_REFER	04	A	†	REFERENC imputation flag.
REFERRPT	04	A	502a	Reference transactions reporting method CT-Annual Count ES-Annual Estimate Based on Typical Week(s) M-Missing
REGBOR	09	N	503	Registered Users -1-Missing -3-Temporarily closed administrative entity
F_REGBOR	04	A	†	REGBOR imputation flag.
<b>CIRCULATION</b>				
TOTCIR	09	N	550	Total annual circulation transactions -1-Missing -3-Temporarily closed administrative entity
F_TOTCIR	04	A	†	TOTCIR imputation flag.
KIDCIRCL	09	N	551	Total annual circulation (including renewals) of all children's materials in all formats to all users -1-Missing -3-Temporarily closed administrative entity
F_KIDCIR	04	A	†	KIDCIRCL imputation flag.
ELMATCIR	09	N	552	Use of Electronic Materials – The total annual circulation of all electronic materials -1-Missing -3-Temporarily closed administrative entity

Variable name	Field length	Data type	Survey item	Description
F_EMTCIR	04	A	†	ELMATCIR imputation flag.
PHYSICIR	09	N	553	Physical item circulation – The total annual circulation of all physical library materials of all types, including renewals. -1–Missing -3–Temporarily closed administrative entity
F_PHYSICIR	04	A	†	PHYSICIR imputation flag.
ELINFO	09	N	554	Successful retrieval of electronic information – The number of full-content units or descriptive records examined, downloaded, or otherwise supplied to user, from online library resources that require user authentication but do not have a circulation period. -1–Missing -3–Temporarily closed administrative entity
F_ELINFO	04	A	†	ELINFO imputation flag.
ELCONT	09	N	555	Electronic content use – The total annual count of the circulation of electronic materials and the successful retrieval of electronic information -1–Missing -3–Temporarily closed administrative entity
F_ELCONT	04	A	†	ELCONT imputation flag.
TOTCOLL	09	N	556	Total annual count of physical item circulation, circulation of electronic material and successful retrieval of electronic information -1–Missing -3–Temporarily closed administrative entity
F_TOTCOLL	04	A	†	TOTCOLL imputation flag.
OTHPHCIR	09	N	561	Circulation of other physical items -1–Missing -3–Temporarily closed administrative entity



Variable name	Field length	Data type	Survey item	Description
<b>INTER-LIBRARY LOANS</b>				
LOANTO	09	N	575	Total annual loans provided to other libraries -1-Missing -3-Temporarily closed administrative entity
F_LOANTO	04	A	†	LOANTO imputation flag.
LOANFM	09	N	576	Total annual loans received from other libraries -1-Missing -3-Temporarily closed administrative entity
F_LOANFM	04	A	†	LOANFM imputation flag.
<b>LIBRARY PROGRAMS</b>				
TOTPRO	895	N	600	Total number of synchronous program sessions -1-Missing -3-Temporarily closed administrative entity
F_TOTPRO	04	A	†	TOTPRO imputation flag.
KIDPRO	09	N	601a	Number of children's programs -1-Missing -3-Temporarily closed administrative entity
F_KIDPRO	04	A	†	KIDPRO imputation flag.
KO_5PRO	09	N	601	Number of synchronous program sessions targeted at children ages 0-5 -1-Missing -3-Temporarily closed administrative entity
K6_11PRO	09	N	602	Number of synchronous program sessions targeted at children ages 6-11 -1-Missing -3-Temporarily closed administrative entity

Variable name	Field length	Data type	Survey item	Description
YAPRO	09	N	603	Number of synchronous program sessions targeted at young adults ages 12-18 -1-Missing -3-Temporarily closed administrative entity
F_YAPRO	04	A	†	YAPRO imputation flag.
ADULTPRO	09	N	604	Number of synchronous program sessions targeted at adults age 19 or older -1-Missing -3-Temporarily closed administrative entity
GENPRO	09	N	605	Number of synchronous general interest program sessions -1-Missing -3-Temporarily closed administrative entity
ONPRO	09	N	606	Number of synchronous in-person onsite program sessions -1-Missing -3-Temporarily closed administrative entity
OFFPRO	09	N	607	Number of synchronous in-person offsite program sessions -1-Missing -3-Temporarily closed administrative entity
VIRPRO	09	N	608	Number of synchronous virtual program sessions -1-Missing -3-Temporarily closed administrative entity
TOTATTEN	09	N	610	Total attendance at synchronous programs -1-Missing -3-Temporarily closed administrative entity
F_TOTATT	04	A	†	TOTATTEN imputation flag.
KIDATTEN	09	N	611a	Total audience at all children's programs -1-Missing -3-Temporarily closed administrative entity
F_KIDATT	04	A	†	KIDATTEN imputation flag.

Variable name	Field length	Data type	Survey item	Description
K0_5ATTEN	09	N	611	Attendance of synchronous program sessions targeted at children ages 0-5 -1-Missing -3-Temporarily closed administrative entity
K6_11ATTEN	09	N	612	Attendance of synchronous program sessions targeted at children ages 6-11 -1-Missing -3-Temporarily closed administrative entity
YAATTEN	09	N	613	Total audience at all young adult programs -1-Missing -3-Closed or temporarily closed administrative entity
F_YAATT	04	A	†	YAATTEN imputation flag.
ADULTATTEN	09	N	614	Attendance at synchronous program sessions targeted at adults age 19 or older -1-Missing -3-Temporarily closed administrative entity
GENATTEN	09	N	615	Attendance at synchronous general interest program sessions -1-Missing -3-Temporarily closed administrative entity
ONATTEN	09	N	616	Synchronous in-person onsite program attendance -1-Missing -3-Temporarily closed administrative entity
OFFATTEN	09	N	617	Synchronous in-person offsite program attendance -1-Missing -3-Temporarily closed administrative entity
VIRATTEN	09	N	618	Synchronous virtual program attendance -1-Missing -3-Temporarily closed administrative entity
TOTPRES	09	N	620	Total number of asynchronous program presentations -1-Missing -3-Temporarily closed administrative entity

Variable name	Field length	Data type	Survey item	Description
TOTVIEWS	09	N	630	Total views of asynchronous program presentations within 7 days -1-Missing -3-Temporarily closed administrative entity
<b>OTHER ELECTRONIC INFORMATION</b>				
GPTERMS	06	N	650	Internet computers used by general public -1-Missing -3-Temporarily closed administrative entity
F_GPTERM	04	A	†	GPTERMS imputation flag.
PITUSR	09	N	651	Uses of public Internet computers per year -1-Missing -3-Temporarily closed administrative entity
F_PITUSR	04	A	†	PITUSR imputation flag.
PITUSRPT	02	A	651a	Reporting method for number of uses of public internet computers per year CT-Annual Count ES-Annual Estimate Based on Typical Week(s) M-Missing
WIFISESS	10	N	652	Total annual wireless sessions provided by the library wireless service -1-Missing -3-Temporarily closed administrative entity
F_WIFISS	04	A	†	WIFISESS imputation flag.
WIFISPT	02	A	652a	Reporting method for wireless sessions CT-Annual Count ES-Annual Estimate Based on Typical Week(s) M-Missing
WEBVISIT	10	N	653	Total visits (sessions) to library website -1-Missing -3-Temporarily closed administrative entity -4-Not applicable

Variable name	Field length	Data type	Survey item	Description
<b>ADDITIONAL INFORMATION</b>				
YR_SUB	04	A	†	FSCS submission year of public library data in 4-digit format (YYYY)
OBereg	02	A	†	Bureau of Economic Analysis Code (formerly, Office of Business Economics) 01–New England (CT ME MA NH RI VT) 02–Mid East (DE DC MD NJ NY PA) 03–Great Lakes (IL IN MI OH WI) 04–Plains (IA KS MN MO NE ND SD) 05–Southeast (AL AR FL GA KY LA MS NC SC TN VA WV) 06–Southwest (AZ NM OK TX) 07–Rocky Mountains (CO ID MT UT WY) 08–Far West (AK CA HI NV OR WA) 09–Outlying Areas (AS GU MP PR VI)
RSTATUS	01	A	†	Derived. Reporting status 1–Respondent, with no imputed data 2–Respondent, with both reported and imputed data 3–Nonrespondent, not imputed 4–Nonrespondent, with imputed data
STATSTRU	02	A	†	Structure Change Code 00–No change from last year 01–Existing administrative entity or outlet absorbs another administrative entity or outlet 02–Newly created administrative entity or outlet 04–Move outlet to a newly created administrative entity 05–Merge two or more administrative entities or outlets to form a new administrative entity or outlet 08–Restored a closed administrative entity or outlet record 09–Restored an incorrectly deleted administrative entity or outlet 11–Outlet moved to a different previously existing administrative entity 13–Add an existing administrative entity or outlet not previously reported 22–Future administrative entity FSCS ID Request 23–Temporary closure 24–Restore/Undo Was a 23 (Reopen a temporary closure) 25–Survey nonrespondent

Variable name	Field length	Data type	Survey item	Description
				(Note: These codes record structure changes to administrative entities and outlets and are included on the Public Library System Data File and the Public Library Outlet File. Structure changes include actions such as adding, deleting, or merging administrative entities or outlets. The full list of codes is provided; however, some codes are specific to one of the data files (e.g., code 11 would appear only on the Public Library Outlet Data File.)
STATNAME	02	A	152A	Name Change Code 00–No change from last year 06–Official name change 14–Minor name change
STATADDR	02	A	153A	Address Change Code 00–No change from last year 07–Moved to a new location 15–Minor address change
LONGITUD	12	N	†	Longitude of the AE street address. Formatted –X00.0000000 (X is blank or 1) This field consists of a negative sign, three integers and seven decimal places, with an explicit decimal point.
LATITUDE	10	N	†	Latitude of the AE street address. Formatted 00.0000000 This field consists of two integers and seven decimal places, with an explicit decimal point.
INCITSST	02	A	†	Two-digit International Committee for Information Technology Standards State Code (INCITS 38) assigned based on the physical location of the administrative entity headquarters. See Appendix D for list of ANSI State Codes.
INCITSCO	03	A	†	Three-digit INCITS County Code (INCITS 31) assigned based on the physical location of the administrative entity headquarters.

Variable name	Field length	Data type	Survey item	Description
GNISPLAC	05	A	†	Five-digit Geographic Names Information System (GNIS) Feature ID, or reference to named entities, based on physical location of the administrative entity headquarters. Place Code. Not every address will fall within a Place. M-Missing
CNTYPOP	08	N	†	County Population -1-Missing
LOCALE_ADD	02	A	†	Urban-centric locale code. The geographic location in terms of the size of the community in which it is located and the proximity of that community to urban and metropolitan areas. Assigned based on latitude and longitude of administrative entity. 11-City, Large: Territory inside an urbanized area and inside a principal city with population of 250,000 or more. 12-City, Mid-size: Territory inside an urbanized area and inside a principal city with a population less than 250,000 and greater than or equal to 100,000. 13-City, Small: Territory inside an urbanized area and inside a principal city with a population less than 100,000. 21-Suburb, Large: Territory outside a principal city and inside an urbanized area with population of 250,000 or more. 22-Suburb, Mid-size: Territory outside a principal city and inside an urbanized area with a population less than 250,000 and greater than or equal to 100,000. 23-Suburb, Small: Territory outside a principal city and inside an urbanized area with a population less than 100,000. 31-Town, Fringe: Territory inside an urban cluster that is less than or equal to 10 miles from an urbanized area. 32-Town, Distant: Territory inside an urban cluster that is more than 10 miles and less than or equal to 35 miles from an urbanized area. 33-Town, Remote: Territory inside an urban cluster that is more than 35 miles from an urbanized area. 41-Rural, Fringe: Census-defined rural territory that is less than or equal to 5 miles from an urbanized area, as well as rural territory that is less than or equal to 2.5 miles from an urban cluster.

Variable name	Field length	Data type	Survey item	Description
				42-Rural, Distant: Census-defined rural territory that is more than 5 miles but less than or equal to 25 miles from an urbanized area, as well as rural territory that is more than 2.5 miles but less than or equal to 10 miles from an urban cluster.
				43-Rural, Remote: Census-defined rural territory that is more than 25 miles from an urbanized area and is also more than 10 miles from an urban cluster.
LOCALE_MOD	02	A	†	<p>Urban-centric locale code. The geographic location in terms of the size of the community in which it is located and the proximity of that community to urban and metropolitan areas. Assigned based on the modal locale code of associated stationary outlets (i.e., central and branch libraries).</p> <p>11-City, Large: Territory inside an urbanized area and inside a principal city with population of 250,000 or more.</p> <p>12-City, Mid-size: Territory inside an urbanized area and inside a principal city with a population less than 250,000 and greater than or equal to 100,000.</p> <p>13-City, Small: Territory inside an urbanized area and inside a principal city with a population less than 100,000.</p> <p>21-Suburb, Large: Territory outside a principal city and inside an urbanized area with population of 250,000 or more.</p> <p>22-Suburb, Mid-size: Territory outside a principal city and inside an urbanized area with a population less than 250,000 and greater than or equal to 100,000.</p> <p>23-Suburb, Small: Territory outside a principal city and inside an urbanized area with a population less than 100,000.</p> <p>31-Town, Fringe: Territory inside an urban cluster that is less than or equal to 10 miles from an urbanized area.</p> <p>32-Town, Distant: Territory inside an urban cluster that is more than 10 miles and less than or equal to 35 miles from an urbanized area.</p> <p>33-Town, Remote: Territory inside an urban cluster that is more than 35 miles from an urbanized area.</p> <p>41-Rural, Fringe: Census-defined rural territory that is less than or equal to 5 miles from an urbanized area, as well as rural territory that is less than or equal to 2.5 miles from an urban cluster.</p> <p>42-Rural, Distant: Census-defined rural territory that is more than 5 miles but less than or equal to 25 miles from an urbanized area, as well as rural territory that is more than 2.5 miles but less than or equal to 10 miles from an urban cluster.</p>



Variable name	Field length	Data type	Survey item	Description
				43–Rural, Remote: Census-defined rural territory that is more than 25 miles from an urbanized area and is also more than 10 miles from an urban cluster.
CENTRACT	07	N	†	Census Tract code. 7 character - Formatted 0000.YY (YY=blank or numeric) A small, relatively permanent statistical subdivision of a county or statistically equivalent entity delineated by local participants as part of the Census Bureau’s Participant Statistical Areas Program. This field consists of four integers and two decimals, with an explicit decimal point.
CENBLOCK	04	N	†	Census Block code. 4 character - An area bounded on all sides by visible features, such as streets, roads, streams, and railroads tracks, and by invisible boundaries, such as city, town, township, and county limits, property lines, and short, imaginary extensions of streets and roads (designated by the Census Bureau).
CDCODE	04	A	†	Congressional District. ANSI code based on the location of the administrative entity/outlet. Legislatively defined subdivisions of the state for the purpose of electing representatives to the House of Representatives of the U.S. Congress.
CBSA	05	N	†	Core based statistical area. Core based statistical areas (CBSAs) and Principal cities of Metropolitan and Micropolitan Statistical Areas (MSAs) <sup>1</sup> -4–Not applicable
MICROF	01	A	†	Metropolitan and Micropolitan Statistical Area flag 0–Metropolitan area 1–Micropolitan area N–Not applicable
GEOSTATUS	01	A	†	Geocoding Match Status of Address. E–Matched. The address is matched to exactly one location. T–Tied. The address has more than one candidate with the same best match score but at different locations. U–Unmatched. The address is not matched.
GEOSCORE	6	N	†	Geocoding Match Score. A number from 0–100 indicating the accuracy of the address match. A score of 100 represents a perfect match, while lower scores represent decreasing match accuracy.

Variable name	Field length	Data type	Survey item	Description
GEOMTYPE	22	A	†	<p>Type of location that matched the geocoded address.</p> <p>DISTANCEMARKER–A street address that represents the linear distance along a street, typically in kilometers or miles, from a designated origin location.</p> <p>MANUAL–Address manually matched to latitude/longitude.</p> <p>POI–Points of interest, for example, administrative placenames, businesses, landmarks, and geographic features.</p> <p>POINTADDRESS–A street address based on point locations that represent house and building locations.</p> <p>POSTAL–Postal (ZIP) code. Reference data is postal code points.</p> <p>POSTALLOC–A combination of postal (ZIP) code and city name.</p> <p>STREETADDRESS–A street address that differs from PointAddress because the address number is interpolated from the range of address numbers for a given street segment.</p> <p>STREETADDRESSEXT–An interpolated street address match that is returned when the input address number exceeds the address number range for the matched street segment.</p> <p>STREETINT–A street address consisting of a street intersection along with city and optional state and postal code information.</p> <p>STREETNAME–Similar to a street address but without the address number.</p> <p>SUBADDRESS–A street address based on point locations that represent house and building subaddress locations. Typically, this is the most spatially accurate match.</p>
C19CLOSE	01	A	510	<p><b>COVID-19</b></p> <p>Closed Outlets Due to COVID-19</p> <p>M–Missing</p> <p>Y–Yes</p> <p>N–No</p>
C19PUBSV	01	A	511	<p>Public Services During COVID-19</p> <p>M–Missing</p> <p>Y–Yes</p> <p>N–No</p>

Variable name	Field length	Data type	Survey item	Description
C19ECD2	01	A	514	Electronic Library Cards Issued During COVID-19 M-Missing Y-Yes N-No
C19REFER	01	A	515	Reference Service During COVID-19 M-Missing Y-Yes N-No
C19OUTSD	01	A	516	Outside Service During COVID-19 M-Missing Y-Yes N-No
C19XWIF2	01	A	520	External WiFi Access Added During COVID-19 M-Missing Y-Yes N-No
C19XWIF3	01	A	521	External WiFi Access Increased During COVID-19 M-Missing Y-Yes N-No
C19STOTH	01	A	522	Staff Re-Assigned During COVID-19 M-Missing Y-Yes N-No

N Numeric field.

A Alpha character field.

† Not applicable.

<sup>1</sup> [www.census.gov/programs-surveys/metro-micro.html](http://www.census.gov/programs-surveys/metro-micro.html)

## Appendix B: Record Layout for Public Library Outlet Data File, FY 2021 (PLS\_FY21\_Outlet\_pud21i)

Note: See Appendix G for definitions of flag variables (F\_\*).

Variable name	Field length	Data type	Survey item	Description
<b>Data Source: Public Libraries Survey, Fiscal Year 2021</b>				
<b>Number of records = 17,426 (one record per observation)</b>				
<b>Number of fields per record = 42</b>				
<b>IDENTIFICATION</b>				
STABR	02	A	†	Two-letter American National Standards Institute (ANSI) State Code. (See Appendix D for list of ANSI State Codes.)
FSCSKEY	06	A	700	Outlet identification code assigned by IMLS. Outlets of an administrative entity have the same FSCSKEY as their administrative entity. The outlet is separately identified by a unique 3-digit suffix called FSCS_SEQ.
FSCS_SEQ	03	A	†	Outlet's unique three-digit suffix to FSCSKEY, assigned by IMLS.
C_FSCS	01	A	203	FSCS Public Library Definition (Public library system meets all criteria in the definition.) Y-Yes N-No
LIBID	20	A	701	Outlet identification code assigned by the state. If the state did not assign a code, IMLS assigns a combination of FSCSKEY and FSCS_SEQ, separated by a dash (e.g., AK0003-002).
LIBNAME	60	A	702	Name of outlet
<b>STREET ADDRESS</b>				
ADDRESS	35	A	703	Complete street address of outlet
CITY	20	A	704	City or town of outlet
ZIP	05	A	705	Standard five-digit postal zip code for street address of outlet
ZIP4	04	A	†	Four-digit postal zip code extension for street address of outlet M-Missing
CNTY	20	A	707	County in which the outlet is physically located

Variable name	Field length	Data type	Survey item	Description
PHONE	10	A	708	Telephone number of the outlet, in following format: area code/exchange/number (e.g., 7037315072) -3-Temporarily closed outlet -4-Not applicable
<b>SERVICE INFORMATION</b>				
C_OUT_TY	02	A	709	Outlet type CE-Central Library BR-Branch Library BS-Bookmobile(s) BM-Books-by-Mail Only
SQ_FEET	08	N	711	Area in square feet of the public library outlet (central library or branch) -1-Missing -3-Temporarily closed outlet -4-Not applicable
F_SQ_FT	04	A	†	SQ_FEET imputation flag.
L_NUM_BM	02	N	712	Number of bookmobiles in the bookmobile outlet record (i.e., record with C_OUT_TY = BS) -3-Temporarily closed outlet
HOURS	04	N	713	Public Service Hours Per Year (actual hours) -1-Missing -3-Temporarily closed outlet
F_HOURS	04	A	†	HOURS imputation flag.
WKS_OPEN	02	N	714	Number of Weeks an outlet is open to the public (actual weeks) -1-Missing -3-Temporarily closed outlet
F_WKSOPN	04	A	†	WKS_OPEN imputation flag.
<b>ADDITIONAL INFORMATION</b>				
YR_SUB	04	A	†	FSCS submission year of public library data in 4-digit format (YYYY)

Variable name	Field length	Data type	Survey item	Description
OBEREG	02	A	†	Bureau of Economic Analysis Code (formerly, Office of Business Economics) 01–New England (CT ME MA NH RI VT) 02–Mid East (DE DC MD NJ NY PA) 03–Great Lakes (IL IN MI OH WI) 04–Plains (IA KS MN MO NE ND SD) 05–Southeast (AL AR FL GA KY LA MS NC SC TN VA WV) 06–Southwest (AZ NM OK TX) 07–Rocky Mountains (CO ID MT UT WY) 08–Far West (AK CA HI NV OR WA) 09–Outlying Areas (AS GU MP PR VI)
STATSTRU	02	A	†	Structure Change Code 00–No change from last year 01–Existing administrative entity or outlet absorbs another administrative entity or outlet 02–Newly created administrative entity or outlet 04–Move outlet to a newly created administrative entity 05–Merge two or more administrative entities or outlets to form a new administrative entity or outlet 08–Restored a closed administrative entity or outlet record 09–Restored an incorrectly deleted administrative entity or outlet 11–Outlet moved to a different previously existing administrative entity 13–Add an existing administrative entity or outlet not previously reported 22–Future administrative entity FSCS ID Request 23–Temporary closure 24–Restore/Undo Was a 23 (Reopen a temporary closure) 25–Survey nonrespondent (Note: These codes record structure changes to administrative entities and outlets and are included on the Public Library System Data File and the Public Library Outlet File. Structure changes include actions such as adding, deleting, or merging administrative entities or outlets. The full list of codes is provided; however, some codes are specific to one of the data files (e.g., code 11 would appear only on the Public Library Outlet Data File).
STATNAME	02	A	702A	Name Change Code 00–No change from last year 06–Official name change 14–Minor name change
STATADDR	02	A	703A	Address Change Code 00–No change from last year 07–Moved to a new location 15–Minor address change

Variable name	Field length	Data type	Survey item	Description
LONGITUD	12	N	†	Longitude of the outlet street address. Formatted -X00.0000000 (X is blank or 1) This field consists of a negative sign, three integers and seven decimal places, with an explicit decimal point.
LATITUDE	10	N	†	Latitude of the outlet street address. Formatted 00.0000000 This field consists of two integers and seven decimal places, with an explicit decimal point.
INCITSST	02	A	†	Two-digit International Committee for Information Technology Standards State Code (INCITS 38) assigned based on the physical location of the outlet. See Appendix D for list of ANSI State Codes.
INCITSCO	03	A	†	Three-digit INCITS County Code (INCITS 31) assigned based on the physical location of the outlet
GNISPLAC	05	A	†	Five-digit Geographic Names Information System (GNIS) Feature ID, or reference to named entities, based on physical location of the outlet. Not every address will fall within a Place. M-Missing
CNTYPOP	08	N	†	County Population
LOCALE	02	A	†	Urban-centric locale code. The geographic location in terms of the size of the community in which it is located and the proximity of that community to urban and metropolitan areas. Assigned based on the latitude and longitude of the outlet. 11-City, Large: Territory inside an urbanized area and inside a principal city with population of 250,000 or more. 12-City, Mid-size: Territory inside an urbanized area and inside a principal city with a population less than 250,000 and greater than or equal to 100,000. 13-City, Small: Territory inside an urbanized area and inside a principal city with a population less than 100,000. 21-Suburb, Large: Territory outside a principal city and inside an urbanized area with population of 250,000 or more. 22-Suburb, Mid-size: Territory outside a principal city and inside an urbanized area with a population less than 250,000 and greater than or equal to 100,000. 23-Suburb, Small: Territory outside a principal city and inside an urbanized area with a population less than 100,000. 31-Town, Fringe: Territory inside an urban cluster that is less than or equal to 10 miles from an urbanized area.

Variable name	Field length	Data type	Survey item	Description
				<p>32–Town, Distant: Territory inside an urban cluster that is more than 10 miles and less than or equal to 35 miles from an urbanized area.</p> <p>33–Town, Remote: Territory inside an urban cluster that is more than 35 miles from an urbanized area.</p> <p>41–Rural, Fringe: Census-defined rural territory that is less than or equal to 5 miles from an urbanized area, as well as rural territory that is less than or equal to 2.5 miles from an urban cluster.</p> <p>42–Rural, Distant: Census-defined rural territory that is more than 5 miles but less than or equal to 25 miles from an urbanized area, as well as rural territory that is more than 2.5 miles but less than or equal to 10 miles from an urban cluster.</p> <p>43–Rural, Remote: Census-defined rural territory that is more than 25 miles from an urbanized area and is also more than 10 miles from an urban cluster.</p> <p>M–Missing</p>
CENTRACT	07	N	†	Census Tract code. 7 character - Formatted 0000.XX (XX=blank or numeric) A small, relatively permanent statistical subdivision of a county or statistically equivalent entity delineated by local participants as part of the Census Bureau’s Participant Statistical Areas Program. This field consists of four integers and two decimals, with an explicit decimal point.
CENBLOCK	04	N	†	Census Block code. 4 character - An area bounded on all sides by visible features, such as streets, roads, streams, and railroads tracks, and by invisible boundaries, such as city, town, township, and county limits, property lines, and short, imaginary extensions of streets and roads (designated by the Census Bureau).
CDCODE	04	A	†	Congressional District. ANSI code based on the location of the administrative entity/outlet. Legislatively defined subdivisions of the state for the purpose of electing representatives to the House of Representatives of the U.S. Congress.
CBSA	05	N	†	Core based statistical area. Core based statistical areas (CBSAs) and Principal cities of Metropolitan and Micropolitan Statistical Areas (MSAs) <sup>1</sup> -4–Not applicable
MICROF	01	A	†	Metropolitan and Micropolitan Statistical Area flag N–Not applicable 0–Metropolitan area 1–Micropolitan area



Variable name	Field length	Data type	Survey item	Description
GEOSTATUS	01	A	†	<p>Geocoding Match Status of Address.</p> <p>E–Matched. The address is matched to exactly one location.</p> <p>T–Tied. The address has more than one candidate with the same best match score but at different locations.</p> <p>U–Unmatched. The address is not matched.</p>
GEOSCORE	03	N	†	<p>Geocoding Match Score. A number from 0–100 indicating the accuracy of the address match. A score of 100 represents a perfect match, while lower scores represent decreasing match accuracy.</p>
GEOMTYPE	22	A	†	<p>Type of location that matched the geocoded address.</p> <p>DISTANCEMARKER—A street address that represents the linear distance along a street, typically in kilometers or miles, from a designated origin location.</p> <p>LOCALITY— A place name representing a populated place such as a city or neighborhood.</p> <p>MANUAL—Address manually matched to latitude/longitude.</p> <p>POI—Points of interest, for example, administrative placenames, businesses, landmarks, and geographic features.</p> <p>POINTADDRESS—A street address based on point locations that represent house and building locations.</p> <p>POSTAL—Postal (ZIP) code. Reference data is postal code points.</p> <p>POSTALLOCAL—A combination of postal (ZIP) code and city name.</p> <p>STREETADDRESS—A street address that differs from PointAddress because the address number is interpolated from the range of address numbers for a given street segment.</p> <p>STREETADDRESSEXT—An interpolated street address match that is returned when the input address number exceeds the address number range for the matched street segment.</p> <p>STREETINT—A street address consisting of a street intersection along with city and optional state and postal code information.</p> <p>STREETNAME—Similar to a street address but without the address number.</p> <p>SUBADDRESS—A street address based on point locations that represent house and building subaddress locations. Typically, this is the most spatially accurate match.</p>
C19WKSCL	02	N	715	<p><b>COVID-19</b></p> <p>Number of Weeks an Outlet Closed Due to COVID-19</p> <p>-1–Missing</p> <p>-3–Temporarily closed outlet</p>
C19WKSLO	02	N	716	<p>Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19</p> <p>-1–Missing</p> <p>-3–Temporarily closed outlet</p>

Variable name	Field length	Data type	Survey item	Description
N				Numeric field.
A				Alpha character field.
†				Not applicable.
<sup>1</sup>				<a href="http://www.census.gov/programs-surveys/metro-micro.html">www.census.gov/programs-surveys/metro-micro.html</a>

## Appendix C: FY 2021 PLS Frame Changes Not Shown in Data Files

STABR	FSCSKEY	FSCS_SEQ	STATSTRU	LIBNAME	Description
AL	AL0166	016	05	Huntsville Public - Bailey Cove Branch Library	Merged with AL0166-005 to create AL0166-029
AL	AL0166	003	05	Huntsville Public - Bessie K. Russell Branch	Merged with AL0166-017 to create AL0166-030
AL	AL0166	017	05	Huntsville Public - Dr. Richard Showers, Sr. Library	Merged with AL0166-003 to create AL0166-030
AL	AL0166	005	05	Huntsville Public - Eleanor E. Murphy Branch	Merged with AL0166-016 to create AL0166-029
AZ	AZ0028	027	03	Maricopa County Library District Office	Permanently closed
AZ	AZ0036	004	03	Palomino Library	Permanently closed
CA	CA0038	004	10	Escondido Pioneer Room And Computer Center	Removed out of scope library
CA	CA0038	007	10	Escondido Public Library Literacy Learning Center	Removed out of scope library
CA	CA0051	028	03	Wofford Heights Branch Library	Permanently closed
CA	CA0114	036	03	Early Literacy Mobile (602)	Permanently closed
DC	DC0001	032	03	Library Express	Permanently closed
FL	FL0025	018	03	Homestead Branch Library	Permanently closed
FL	FL0042	010	03	Outreach/Bookmobile Services	Permanently closed
FL	FL0136	027	03	Greenwood Branch	Permanently closed
FL	FL0147	009	03	Taylor County Public Library	Permanently closed
FL	FL0260		10	Shalimar Public Library	Removed out of scope library
FL	FL0260	001	10	Shalimar Public Library	Removed out of scope library
GA	GA0007	010	03	Extension Services Department	Permanently closed
GA	GA0009		01	Chattooga County Library System	Adopted by GA0021
GA	GA0013	008	03	Kennesaw Library	Permanently closed
GA	GA0013	003	03	Acworth Library	Permanently closed
GA	GA0013	020	03	Windy Hill Library	Permanently closed
GA	GA0021	013	11	Summerville Branch	Moved from GA0009 to GA0021
GA	GA0021	014	11	Trion Public Library	Moved from GA0009 to GA0021
GA	GA0033	011	03	Admin./Extension Services	Permanently closed
GA	GA0066	002	03	Eucler Creek Library	Permanently closed
IL	IL0213	003	03	Glenwood-Lynwood Public Library District Bookmobile	Permanently closed

STABR	FSCSKEY	FSCS_SEQ	STATSTRU	LIBNAME	Description
IL	IL0213	002	03	Glenwood-Lynwood Public Library District Bookmobile	Permanently closed
IN	IN0115	005	03	Tippecanoe County Mobile Library	Permanently closed
IN	IN0195	003	03	Ccpl2Go	Permanently closed
IN	IN0210	028	03	Fountain Square Branch Library	Permanently closed
KS	KS0134	010	03	Lackman Library	Permanently closed
KS	KS0226	005	03	Linwood Park	Permanently closed
KS	KS0270	003	03	Galena Archival Library	Permanently closed
KS	KS0343		03	Beattie Public Library	Permanently closed
KS	KS0343	001	03	Beattie Public Library	Permanently closed
KY	KY0010	003	03	Kyova Branch	Permanently closed
KY	KY0018	007	10	Cold Spring Branch	Removed out of scope library
KY	KY0044	003	03	North Branch	Permanently closed
KY	KY0109	007	03	Graham Drive Community Branch	Permanently closed
LA	LA0017	009	03	Pleasant Hill Branch	Permanently closed
LA	LA0026	007	03	Oak Ridge Branch	Permanently closed
LA	LA0032	011	03	Avoyelles Parish Bookmobile	Permanently closed
LA	LA0053	007	03	Fontenot Memorial Branch	Permanently closed
LA	LA0058	012	03	Nix Branch	Permanently closed
MD	MD0003	045	10	Hampden Family Center	Removed out of scope library
ME	ME0188		03	Sangerville Public Library	Permanently closed
ME	ME0188	002	03	Sangerville Public Library	Permanently closed
MO	M00030	002	03	Adult Outreach - Large Van	Permanently closed
MO	M00030	018	03	Compton Library	Permanently closed
MO	M00030	023	03	Adult Outreach - Small Van	Permanently closed
MO	M00030	024	03	Youth Services Outreach	Permanently closed
MO	M00065	002	03	Scenic Regional Library Bookmobile	Permanently closed
MT	MT0006	008	03	Community Library 3803 Central Ave At Msu-B City College	Permanently closed
MT	MT0064	003	03	Sidney-Richland County Library Bookmobile	Permanently closed
NC	NC0019	014	03	Buncombe County Law Library	Permanently closed

STABR	FSCSKEY	FSCS_SEQ	STATSTRU	LIBNAME	Description
NC	NC0032	017	10	Ywca Best Choice Center	Removed out of scope library
NC	NC0032	016	10	Salvation Army Boys & Girls Club	Removed out of scope library
NC	NC0113	001	04	Bogue Banks Branch Public Library	Moved from NC0006 to NC0113
NC	NC0113	002	04	Carteret County Public Library	Moved from NC0006 to NC0113
NC	NC0113	003	04	Down East Branch Public Library	Moved from NC0006 to NC0113
NC	NC0113	004	04	Newport Branch Public Library	Moved from NC0006 to NC0113
NC	NC0113	005	04	Western Carteret Branch Public Library	Moved from NC0006 to NC0113
ND	ND0047	004	11	Michigan Public Library	Moved from ND0012 to ND0047
ND	ND0047	005	11	Aneta Public Library	Moved from ND0012 to ND0047
NE	NE0057	002	03	Columbus Public Library	Permanently closed
NE	NE9053		03	Greeley Village Public Library	Permanently closed
NE	NE9053	001	03	Greeley Village Public Library	Permanently closed
NH	NH0105		03	Dennis Joos Memorial Library	Permanently closed
NH	NH0105	002	03	Dennis Joos Memorial Library	Permanently closed
NV	NV0023		10	Storey County Public Library	Removed out of scope library
NY	NY0004	066	03	Bookmobile	Permanently closed
NY	NY0004	065	03	Bookmobile	Permanently closed
NY	NY0501	003	03	Wadsworth Library Summer Bookmobile	Permanently closed
NY	NY0562	015	03	Court Square	Permanently closed
OR	OR0070		10	Chemeketa Cooperative Regional Library Service	Removed out of scope library
OR	OR0070	001	10	Chemeketa Cooperative Regional Library Service	Removed out of scope library
OR	OR0115		10	Coos County Library Service District	Removed out of scope library
OR	OR0115	002	10	Coos County Library Service District	Removed out of scope library
OR	OR0117		10	Washington County Cooperative Library Services	Removed out of scope library
OR	OR0117	002	10	Washington County Cooperative Library Services	Removed out of scope library
OR	OR0134		10	Lincoln County Library District	Removed out of scope library
OR	OR0134	002	10	Lincoln County Library District	Removed out of scope library
OR	OR9009		10	Wasco County Library Service District	Removed out of scope library
OR	OR9009	001	10	Wasco County Library Service District	Removed out of scope library
PA	PA0041	003	03	Lincoln Park Satellite Library	Permanently closed
PA	PA0175		03	East Berlin Community Library	Permanently closed

STABR	FSCSKEY	FSCS_SEQ	STATSTRU	LIBNAME	Description
PA	PA0175	002	03	East Berlin Community Library	Permanently closed
PA	PA0176	182	11	East Berlin Community Library	Moved from PA0175 to PA0176
PA	PA0192	007	03	Lancaster Public Library East - Leola Branch	Permanently closed
PA	PA9038		03	Lansdale Public Library	Permanently closed
PA	PA9038	002	03	Lansdale Public Library	Permanently closed
SC	SC0002	012	03	Trenton Branch Library	Permanently closed
SC	SC0024	004	03	Lancaster County Library Bookmobile	Permanently closed
SD	SD0001		03	Wessington Public Library	Permanently closed
SD	SD0001	002	03	Wessington Public Library	Permanently closed
SD	SD0093		03	Selby Community/School Library	Permanently closed
SD	SD0093	002	03	Selby Community/School Library	Permanently closed
SD	SD0098	003	11	Midland Community Library	Moved from SD0156 to SD0098
SD	SD0112	003	03	Rapid City Public Library - North Branch	Permanently closed
SD	SD0156		01	Midland Community Library	Adopted by SD0098
TX	TX0001		10	Abernathy Public Library	Removed out of scope library
TX	TX0001	002	10	Abernathy Public Library	Removed out of scope library
TX	TX0066		10	Somervell County Library	Removed out of scope library
TX	TX0066	002	10	Somervell County Library	Removed out of scope library
TX	TX0077		10	Groveton Public Library	Removed out of scope library
TX	TX0077	002	10	Groveton Public Library	Removed out of scope library
TX	TX0088		10	Jim Hogg County Public Library	Removed out of scope library
TX	TX0088	002	10	Jim Hogg County Public Library	Removed out of scope library
TX	TX0109	005	03	East Branch Library	Permanently closed
TX	TX0132		10	Callahan County Library	Removed out of scope library
TX	TX0132	002	10	Callahan County Library	Removed out of scope library
TX	TX0141	013	03	Santa Rita Express Branch Library	Permanently closed
TX	TX0243		10	Reber Memorial Library	Removed out of scope library
TX	TX0243	002	10	Reber Memorial Library	Removed out of scope library
TX	TX0307		10	Blanche K Werner Public Library	Removed out of scope library
TX	TX0307	002	10	Blanche K Werner Public Library	Removed out of scope library
TX	TX0390		10	Texline Public Library	Removed out of scope library

STABR	FSCSKEY	FSCS_SEQ	STATSTRU	LIBNAME	Description
TX	TX0390	002	10	Texline Public Library	Removed out of scope library
TX	TX0406	004	03	Premont Public Library	Permanently closed
TX	TX0482		03	Fort Hancock Isd/Public Library	Permanently closed
TX	TX0482	003	03	Fort Hancock Isd/Public Library	Permanently closed
TX	TX0482	002	03	Fort Hancock Isd/Public Library	Permanently closed
TX	TX0521		10	Duval County/San Diego Public Library	Removed out of scope library
TX	TX0521	002	10	Duval County/San Diego Public Library	Removed out of scope library
TX	TX0521	003	10	Duval County/Freer Branch Library	Removed out of scope library
TX	TX0521	004	10	Duval County/Benavides Branch Library	Removed out of scope library
TX	TX0679		03	Bj Hill Library	Permanently closed
TX	TX0679	001	03	Bj Hill Library	Permanently closed
TX	TX0744	002	03	Bibliotech Central Jury Room	Permanently closed
VA	VA0023	002	03	Westover Branch Library	Permanently closed
VA	VA0053	008	03	South Morrison Library	Permanently closed
VT	VT0095	003	03	Milton Public - Bookmobile	Permanently closed
WA	WA0047	007	03	Vista Hermosa Library	Permanently closed
WA	WA0047	008	03	Plaza Library	Permanently closed
WA	WA0061	010	03	Bookmobile	Permanently closed
WA	WA0067	010	03	Northtown Mall	Permanently closed
WA	WA0068	012	03	Eastside Microlibrary	Permanently closed
WA	WA0076	002	03	Bookmobile	Permanently closed
WI	WI0009	003	03	Elton Branch	Permanently closed
WI	WI9026	001	04	Little Chute Public Library	Moved from WI0153 to WI9026
WV	WV0020	006	03	Waverly	Permanently closed

## Appendix D: ANSI State Codes

ANSI 2-Letter State Code	State	ANSI 2-Digit State Code <sup>1</sup>
AL	Alabama	01
AK	Alaska	02
AZ	Arizona	04
AR	Arkansas	05
CA	California	06
CO	Colorado	08
CT	Connecticut	09
DE	Delaware	10
DC	District of Columbia	11
FL	Florida	12
GA	Georgia	13
HI	Hawaii	15
ID	Idaho	16
IL	Illinois	17
IN	Indiana	18
IA	Iowa	19
KS	Kansas	20
KY	Kentucky	21
LA	Louisiana	22
ME	Maine	23
MD	Maryland	24
MA	Massachusetts	25
MI	Michigan	26
MN	Minnesota	27
MS	Mississippi	28
MO	Missouri	29
MT	Montana	30
NE	Nebraska	31
NV	Nevada	32
NH	New Hampshire	33
NJ	New Jersey	34
NM	New Mexico	35
NY	New York	36
NC	North Carolina	37
ND	North Dakota	38

<sup>1</sup> American National Standards Institute (ANSI) codes are a standardized set of numeric or alphabetic codes issued by ANSI to ensure uniform identification of geographic entities through all federal government agencies.



<b>ANSI 2-Letter State Code</b>	<b>State</b>	<b>ANSI 2-Digit State Code<sup>1</sup></b>
OH	Ohio	39
OK	Oklahoma	40
OR	Oregon	41
PA	Pennsylvania	42
RI	Rhode Island	44
SC	South Carolina	45
SD	South Dakota	46
TN	Tennessee	47
TX	Texas	48
UT	Utah	49
VT	Vermont	50
VA	Virginia	51
WA	Washington	53
WV	West Virginia	54
WI	Wisconsin	55
WY	Wyoming	56

**Outlying Areas:**

<b>ANSI 2-Letter Code</b>	<b>Outlying Area</b>	<b>ANSI 2-Digit Code<sup>1</sup></b>
AS	American Samoa	60
GU	Guam	66
MP	Northern Mariana Islands	69
PR	Puerto Rico	72
VI	U.S. Virgin Islands	78

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<sup>1</sup> American National Standards Institute (ANSI) codes are a standardized set of numeric or alphabetic codes issued by ANSI to ensure uniform identification of geographic entities through all federal government agencies.

## Appendix E: Libraries with No Central Outlet

Obs	FSCS ID#	Library Name	Total	Central Outlets	Branches	Bookmobiles
1	AL0123	Marshall County Cooperative Library	1	0	0	1
2	AZ0001	Apache County Library District Office	7	0	7	0
3	AZ0028	Maricopa County Library District Office	18	0	18	0
4	AZ0042	Mohave County Library District	12	0	10	2
5	AZ0067	Yavapai County Free Library District	15	0	15	0
6	AZ0177	La Paz County Services	2	0	2	0
7	AZ0181	Hopi Public Library	2	0	0	2
8	CA0001	Alameda County Library	11	0	10	1
9	CA0017	Butte County Library	6	0	6	0
10	CA0028	Contra Costa County Library	26	0	26	0
11	CA0047	Imperial County Library	4	0	4	0
12	CA0062	La County Library	88	0	85	3
13	CA0065	Marin County Free Library	11	0	10	1
14	CA0071	Mono County Free Library	7	0	7	0
15	CA0073	Monterey County Free Libraries	19	0	16	3
16	CA0084	Orange County Public Libraries	32	0	32	0
17	CA0091	Palo Alto City Library	5	0	5	0
18	CA0109	San Bernardino County Library	32	0	32	0
19	CA0112	San Diego County Library	35	0	33	2
20	CA0120	San Mateo County Libraries	13	0	12	1
21	CA0126	Santa Clara County Library	10	0	8	2
22	CA0136	Solano County Library	9	0	9	0
23	CA0152	Ventura County Library	14	0	13	1
24	CA0157	Yolo County Library	7	0	7	0
25	CA0194	Rancho Cucamonga Public Library	3	0	2	1
26	CA0199	Riverside County Library System	37	0	35	2
27	CA0210	Santa Clarita Public Library	3	0	3	0

Obs	FSCS ID#	Library Name	Total	Central Outlets	Branches	Bookmobiles
28	C00001	Rangeview Library District	8	0	7	1
29	C00005	Arapahoe Library District	10	0	8	2
30	C00037	Douglas County Libraries	7	0	7	0
31	C00039	Eagle Valley Library District	3	0	3	0
32	C00040	Elbert County Library District	4	0	4	0
33	C00046	Poudre River Public Library District	3	0	3	0
34	C00049	Garfield County Public Library District	6	0	6	0
35	C00051	Grand County Library District	5	0	5	0
36	C00060	Jefferson County Public Library	11	0	10	1
37	C00071	Lincoln County Bookmobile	1	0	0	1
38	C00094	Park County Public Library	4	0	4	0
39	C00103	South Routt Library District	2	0	2	0
40	C00143	Clear Creek County Library District	3	0	3	0
41	C00144	Delta County Public Library District	5	0	5	0
42	C00145	High Plains Library District	16	0	14	2
43	C00147	Southwest La Plata Library District	2	0	2	0
44	DE0030	Sussex County Dept. Of Libraries	4	0	3	1
45	DE0046	Department Of Community Services	10	0	10	0
46	FL0018	Citrus County Library System	5	0	5	0
47	FL0035	Hillsborough County Public Library Cooperative	28	0	28	0
48	FL0039	Lake County Library System	15	0	15	0
49	FL0042	Lee County Library System	14	0	14	0
50	FL0056	Boca Raton Public Library	3	0	2	1
51	FL0065	Pasco County Public Library Cooperative	9	0	9	0
52	FL0091	St. Johns County Public Library System	9	0	6	3
53	FL0092	St. Lucie County Library System	7	0	7	0
54	FL0093	Sarasota County Public Libraries	10	0	10	0
55	FL0099	Volusia County Public Library	14	0	14	0
56	FL0127	Pinellas Public Library Cooperative	26	0	25	1
57	FL0135	Wilderness Coast Public Libraries	4	0	4	0

Obs	FSCS ID#	Library Name	Total	Central Outlets	Branches	Bookmobiles
58	FL0136	Panhandle Public Library Cooperative System	9	0	9	0
59	FL0146	Sumter County Library System	5	0	5	0
60	FL0147	Three Rivers Regional Library System	6	0	6	0
61	FL0149	New River Public Library Cooperative	6	0	3	3
62	FL0150	Heartland Library Cooperative	7	0	7	0
63	FL0255	Santa Rosa County Library System	6	0	6	0
64	FL0259	Pal Public Library Cooperative	25	0	23	2
65	FL8001	Polk County Library Cooperative	18	0	17	1
66	FL8003	Okaloosa County Public Library Cooperative	6	0	6	0
67	GA0029	Houston County Public Library	3	0	3	0
68	ID0006	Ada County District	4	0	4	0
69	ID0062	Jefferson County District	3	0	3	0
70	ID0112	Benewah District	2	0	2	0
71	ID0120	Community Library Network	10	0	7	3
72	IN0207	Johnson County Public Library	5	0	5	0
73	KS0133	Kansas City, Kansas Public Library	8	0	5	3
74	MD0002	Anne Arundel County Public Library	16	0	16	0
75	MD0004	Baltimore County Public Library	22	0	18	4
76	MD0007	Carroll County Public Library	10	0	7	3
77	MD0009	Charles County Public Library	5	0	4	1
78	MD0013	Harford County Public Library	13	0	11	2
79	MD0014	Howard County Library System	6	0	6	0
80	MD0016	Montgomery County Public Libraries	21	0	21	0
81	MD0017	Prince George's County Memorial Library System	19	0	19	0
82	MD0018	Queen Anne's County Free Library	2	0	2	0
83	MD0019	St. Mary's County Library	3	0	3	0
84	MD0024	Worcester County Library	5	0	5	0
85	MI0171	Iosco-Arenac District Library	8	0	8	0
86	MI0182	Kent District Library	20	0	19	1
87	MI0310	Community District Library	7	0	7	0

Obs	FSCS ID#	Library Name	Total	Central Outlets	Branches	Bookmobiles
88	MN0001	Arrowhead Library System	1	0	0	1
89	MN0038	Carver County Library System	7	0	7	0
90	MN0039	Dakota County Library	9	0	9	0
91	MN0045	Scott County Library	9	0	8	1
92	MN0046	Washington County Library	7	0	7	0
93	MN0109	Viking Library System	2	0	0	2
94	MN0145	Kitchigami Regional Library	10	0	9	1
95	MN9030	Sibley County Library	5	0	5	0
96	M00004	Mid-Continent Public Library	34	0	34	0
97	M00035	Saint Charles City-County Library District	12	0	12	0
98	M00039	Boonslick Regional Library	4	0	4	0
99	M00040	Cass County Public Library	8	0	7	1
100	M00045	Trails Regional Library	8	0	8	0
101	M00059	Northeast Missouri Library Service	4	0	4	0
102	M00137	Reynolds County Library District	5	0	5	0
103	M00147	Jefferson County Library District	3	0	3	0
104	M00164	Oregon County Library District	5	0	5	0
105	M00174	Heartland Regional Library System	4	0	4	0
106	M00199	Pulaski County Library	3	0	3	0
107	NC0002	Appalachian Regional Library	5	0	5	0
108	NC0003	Avery-Mitchell-Yancey Regional Library	5	0	4	1
109	NC0006	Craven-Pamlico Regional Library	5	0	5	0
110	NC0008	Fontana Regional Library	6	0	6	0
111	NC0011	Nantahala Regional Library	5	0	4	1
112	NC0013	Northwestern Regional Library	14	0	13	1
113	NC0014	Pettigrew Regional Library	4	0	4	0
114	NC0015	Sandhill Regional Library System	17	0	15	2
115	NC0018	Brunswick County Library	5	0	5	0
116	NC0054	Rockingham County Public Library	5	0	4	1
117	NC0063	Wake County Public Libraries	23	0	23	0

Obs	FSCS ID#	Library Name	Total	Central Outlets	Branches	Bookmobiles
118	NV0008	Las Vegas-Clark County Library District	25	0	25	0
119	NV0027	Esmeralda County Libraries	3	0	3	0
120	NY0041	Seneca Nation Library	2	0	2	0
121	OH0018	Clermont County Public Library	10	0	10	0
122	OH0046	Geauga County Public Library	8	0	6	2
123	OH0052	Cuyahoga County Public Library	27	0	27	0
124	OH0053	Cleveland Heights-University Heights Pl	4	0	4	0
125	OH0075	Preble County District Library	9	0	9	0
126	OH0089	Portage County District Library	5	0	5	0
127	OH0099	Southwest Public Libraries	2	0	2	0
128	OH0100	Lane Public Library	5	0	3	2
129	OH0129	Adams County Public Library	4	0	4	0
130	OH0242	Willoughby-Eastlake Public Library	4	0	4	0
131	OH0246	Worthington Public Library	3	0	3	0
132	OH0247	Greene County Public Library	8	0	7	1
133	OK0066	Eastern Oklahoma Library System	15	0	15	0
134	OR0091	Deschutes Public Library District	6	0	6	0
135	PA0222	Dauphin County Library System	8	0	8	0
136	PA0529	Butler Sys Admin Unit	1	0	1	0
137	PA0532	Allegheny Sys Admin Unit	3	0	0	3
138	PA0534	Lancaster Sys Admin Unit	1	0	0	1
139	RI0053	Providence Community Library	9	0	9	0
140	TN0071	Hawkins County Library System	3	0	3	0
141	TX0024	Brazoria County Library System	13	0	13	0
142	TX0101	Harris County Public Library	29	0	28	1
143	TX0109	Irving Public Library	3	0	3	0
144	UT0022	Emery County Library	8	0	8	0
145	UT0028	Juab County Bookmobile Library	1	0	0	1
146	UT0030	Kane County Bookmobile Library	1	0	0	1
147	UT0032	Millard County Bookmobile Library	1	0	0	1

Obs	FSCS ID#	Library Name	Total	Central Outlets	Branches	Bookmobiles
148	UT0036	Piute County Bookmobile Library	1	0	0	1
149	UT0043	Sevier County Bookmobile Library	1	0	0	1
150	UT0049	Salt Lake County Library	19	0	19	0
151	UT0050	San Juan County Library	7	0	7	0
152	UT8005	Garfield County Bookmobile Library	1	0	0	1
153	VA0014	Central Rappahannock Regional Library	10	0	10	0
154	VA0026	Fairfax County Public Library	23	0	23	0
155	VA0036	Henrico County Public Library	11	0	10	1
156	VA0044	Loudoun County Public Library	12	0	10	2
157	VA0051	Montgomery-Floyd Regional Library	4	0	4	0
158	VA0053	Newport News Public Library System	3	0	3	0
159	VA0057	Pamunkey Regional Library	10	0	10	0
160	VA0064	Prince William Public Libraries	12	0	12	0
161	VA0087	Wythe-Grayson Regional Library	6	0	5	1
162	VA0091	Central Virginia Regional Library	2	0	2	0
163	VA8002	Mecklenburg County Public Library	4	0	4	0
164	VI0002	Virgin Islands Division Of Libraries, Archives & Museums	8	0	5	3
165	VT0220	Franklin-Grand Isle Bookmobile	1	0	0	1
166	WA0047	Walla Walla County Rural Library District	5	0	4	1
167	WA0057	Whatcom County Library System	13	0	12	1
168	WA0058	Fort Vancouver Regional Library District	17	0	15	2
169	WA0059	King County Library System	65	0	49	16
170	WA0061	Mid-Columbia Libraries	12	0	12	0
171	WA0065	Sno-Isle Libraries	24	0	23	1
172	WA0066	Spokane County Library District	11	0	11	0
173	WA0067	Spokane Public Library	7	0	6	1
174	WA0069	Timberland Regional Library	29	0	29	0
175	WI0390	La Crosse County Library	5	0	5	0
<b>Total</b>			<b>1,735</b>	<b>0</b>	<b>1,619</b>	<b>116</b>

# Appendix F: Public Libraries Survey

## Data Element Definitions

### State Characteristics Data Element Definitions

Note: The following items are answered by the state library agency.

#	Data Element Name (Variable Name)	Data Element Definition
100	Reporting Period Starting Date (STARTDAT)	<p>This is the earliest date (month and year) for a 12-month period that applies to the state’s data being submitted to IMLS.</p> <p>Note: Reporting period means data for the fiscal year that ended in the previous calendar year. If data are collected for different local reporting periods, provide the earliest starting date.</p>
101	Reporting Period Ending Date (ENDDATE)	<p>This is the latest date (month and year) for a 12-month period that applies to the state’s data being submitted to IMLS.</p> <p>Note: Reporting period means data for the fiscal year that ended in the previous calendar year. If data are collected for different local reporting periods, provide the latest ending date.</p>
102	State Total Population Estimate (POPU_ST)	<p>This is the most recent total population figure for your state that matches the local population figures that you are submitting to IMLS. The State Data Coordinator should obtain this figure annually from the State Data Center or other state sources.</p>
103	Total Unduplicated Population of Legal Service Areas (POPU_UND)	<p>This is the total unduplicated population of those areas in your state that receive library services. The population of unserved areas is not included in this figure.</p> <p>Note: A state’s actual total population of legal service areas may be different from the total population of legal service areas as calculated by PLS Web Portal. This happens in states where there are overlaps in population of legal service areas served by individual libraries, resulting in the same population being counted twice in the PLS Web Portal calculation. For states that have no overlapping jurisdictions, this number will be identical to your state’s total population of legal service areas as calculated by PLS Web Portal. For states that do have overlaps in population of legal service areas served by individual libraries, this number must be calculated separately.</p> <p>Use your state’s most recent state population figures for jurisdictions in your state as the basis for calculating the total unduplicated population of legal service areas.</p>



## Administrative Entity Data Element Definitions

**Administrative Entity.** (This is not a PLS Web Portal Data Element.) This is the agency that is legally established under local or state law to provide public library service to the population of a local jurisdiction. The administrative entity may have a single outlet, or it may have more than one outlet.

#	Data Element Name (Variable Name)	Data Element Definition
150	FSCS ID (Automatic Display) (FSCSKEY)	This is the identification code assigned by PLS Web Portal to the administrative entity.
150a	Structure Status (STATSTRU)	This is the Structure Change Code to record actions such as adding, deleting, or merging.
151	LIB ID (LIBID)	This is the state-assigned identification code for the administrative entity.
152	Name (LIBNAME)	This is the legal name of the administrative entity.  Note: Provide the name of the public library. Do not use acronyms. Do not abbreviate the name unless it exceeds the PLS Web Portal field length of 60 characters. Avoid abbreviations at the beginning of the name and do not punctuate abbreviations.
152a	Name Status (STATNAME)	This is the Name Change Code to identify whether the change is an official name change.
<b>Street Address</b>		
153	Street Address (ADDRESS)	This is the complete street address of the administrative entity. Note: Do not report a post office box or general delivery.
153a	Address Status (STATADDR)	This is the Address Change Code to identify whether the address change is an actual location change.
154	City (of street address) (CITY)	This is the city or town in which the administrative entity is located.
155	ZIP Code (of street address) (ZIP)	This is the standard five-digit postal zip code for the street address of the administrative entity.
<b>Mailing Address</b>		
157	Mailing Address (ADDRES_M)	This is the mailing address of the administrative entity.
158	City (of mailing address) (CITY_M)	This is the city or town of the mailing address for the administrative entity.
159	ZIP Code (of mailing address) (ZIP_M)	This is the standard five-digit postal ZIP code for the mailing address of the administrative entity.
161	County of the Entity (CNTY)	This is the county in which the headquarters of the administrative entity is physically located.

#	Data Element Name (Variable Name)	Data Element Definition
162	Phone (PHONE)	This is the telephone number of the administrative entity, including area code.  Note: Report telephone number without spacing or punctuation. If the Administrative Entity has no phone, enter -3 (for Not Applicable). Select one of the following:
200	Interlibrary Relationship Code (C_RELATN)	HQ—Headquarters of a Federation or Cooperative. The library or entity that provides the physical space and staff who manage, coordinate, or administer the programs of the federation or cooperative.  Note: Agencies that serve other libraries rather than the public should not be reported to FSCS.  ME—Member of a Federation or Cooperative. An autonomous library joined by formal or informal agreement(s) with (a) other autonomous libraries in the same state to perform various services cooperatively, such as resource sharing, communications, etc., and (b) libraries that are part of national, multi-state or statewide library federations or cooperatives. (Do not include OCLC.) Do not include multiple outlet administrative entities (e.g., libraries with branches and that have the word “system” in their legal name) if the entity does not have an agreement with another autonomous library.
201	Legal Basis Code (C_LEGBAS)	NO—Not a Member of a Federation or Cooperative. The legal basis is the type of local government structure within which the entity functions. It reflects the state or local law, which authorizes the library.  Select one of the following:  CC—City/County. A multi-jurisdictional entity that is operated jointly by a county and a city.  CI—Municipal Government (city, town or village). A municipal government is an organized local government authorized in a state’s constitution and statutes and established to provide general government for a specific concentration of population in a defined area.  CO—County/Parish. An organized local government authorized in a state’s constitution and statutes and established to provide general government.  LD—Library District. A library district is a local entity other than a county, municipality, township, or school district that is authorized by state law to establish and operate a public library as defined by FSCS. It has sufficient administrative and fiscal autonomy to qualify as a separate government. Fiscal autonomy requires support from local taxation dedicated to library purposes (e.g., a library tax).

#	Data Element Name (Variable Name)	Data Element Definition
202	Administrative Structure Code (C_ADMIN)	<p data-bbox="597 296 1490 453">MJ—Multi-jurisdictional. An entity operated jointly by two or more units of local government under an intergovernmental agreement which creates a jointly appointed board or similar means of joint governance; to be distinguished from a library which contracts to serve other jurisdictions and from special library districts.</p> <p data-bbox="597 495 1490 552">Note: Please put city/county combinations under ‘CC’, rather than under Multi-jurisdictional.</p> <p data-bbox="597 594 1490 688">NL—Native American Tribal Government. An organized local government authorized and established to provide general government to residents of a Native American reservation.</p> <p data-bbox="597 730 1247 753">Note: Include native Alaskan villages in this category.</p> <p data-bbox="597 795 1455 890">NP—Nonprofit Association or Agency. An entity privately controlled but meeting the statutory definition of a public library in a given state; includes association libraries and libraries with 501(c) designation.</p> <p data-bbox="597 932 1500 1089">SD—School District. An organized local entity providing public elementary, secondary, and/or higher education, which under state law, has sufficient administrative and fiscal autonomy to qualify as a separate government. Excludes “dependent public school systems” of county, municipal, township, or state governments.</p> <p data-bbox="597 1131 727 1155">OT—Other.</p> <p data-bbox="597 1155 1471 1211">This code identifies an autonomous library entity (administrative entity) that has its own governance and funding.</p> <p data-bbox="597 1253 1490 1381">An administrative entity is the agency that is legally established under local or state law to provide public library service to the population of a local jurisdiction. The administrative entity may have a single outlet, or it may have more than one outlet.</p> <p data-bbox="597 1423 930 1446">Select one of the following:</p> <p data-bbox="597 1488 1479 1680">MA—Administrative Entity with Multiple Direct Service Outlets where Administrative Offices are separate. An administrative entity that serves the public directly with two or more service outlets, including some combination of one central library, branch(es), bookmobile(s), and/or books-by mail only. The administrative offices are separate from the direct service outlets and do not provide direct library services.</p> <p data-bbox="597 1722 1490 1873">MO—Administrative Entity with Multiple Direct Service Outlets where Administrative Offices are Not Separate. An administrative entity that serves the public directly with two or more service outlets, including some combination of one central library, branch(es), bookmobile(s), and/or books-by mail only.</p>

#	Data Element Name (Variable Name)	Data Element Definition
203	FSCS Public Library Definition (C_FSCS)	<p>SO—Administrative Entity with a Single Direct Service Outlet. An administrative entity that serves the public directly with one central library, books-by-mail only, or one bookmobile.</p> <p>Answer &lt;Y&gt;es or &lt;N&gt;o to the following question: “Does this public library meet all the criteria of the FSCS public library definition?”</p> <p>A public library is an entity that is established under state enabling laws or regulations to serve a community, district, or region, and that provides at least the following:</p> <ol style="list-style-type: none"> <li>1. An organized collection of printed or other library materials, or a combination thereof;</li> <li>2. Paid staff;</li> <li>3. An established schedule in which services of the staff are available to the public;</li> <li>4. The facilities necessary to support such a collection, staff, and schedule; and</li> <li>5. Is supported in whole or in part with public funds.</li> </ol> <p>Note: If the library meets all the requirements of this definition, respond with a &lt;Y&gt;es. If the library does not meet one or more of the requirements, respond with a &lt;N&gt;o.</p>
204	Geographic Code (GEOCODE)	<p>Choose one of the following types of geography (defined by the U.S. Census Bureau) that best describes the legal service area (LSA) for which the public library has been established to offer services and from which (or on behalf of which) the library derives revenue, plus any areas served under contract for which the library is the primary service provider. The Geographic Code should represent the basis for the Population of Legal Service Area (data element #208), including areas served under contract, and as such should be determined by the state library agency.</p> <p>Each geography type has at least two subtypes: “entirety” and “overlap.” If the LSA is not coterminous with one of the geography types, select the “overlap” option for the geography type that most overlaps the LSA. For “County or Equivalent” and “Multi-County” geographies, a third subtype, “remainder excluding AEs of contained geographies,” exists specifically for AEs that serve the areas of counties outside of municipalities with separate AEs.</p> <p>Note: For further clarification, see the definition of terms published by the U.S. Census Bureau: <a href="https://www.census.gov/programs-surveys/geography/about/glossary.html">https://www.census.gov/programs-surveys/geography/about/glossary.html</a></p> <p>PL1—Place (e.g., incorporated city or village, census-designated), entirety  PL2—Place (e.g., incorporated city or village, census-designated), overlap  MP1—Multi-Place, entirety  MP2—Multi-Place, overlap  CD1—Minor Civil Division [MCD] (e.g., town, township), entirety</p>

#	Data Element Name (Variable Name)	Data Element Definition
		<p>CD2—Minor Civil Division [MCD] (e.g., town, township), overlap  MD1—Multi-MCD, entirety  MD2—Multi-MCD, overlap  CO1—County or Equivalent, entirety  CO2—County or Equivalent, overlap  CO3—County or Equivalent, remainder excluding AEs of contained geographies  MC1—Multi-County, entirety  MC2—Multi-County, overlap  MC3—Multi-County, remainder excluding AEs of contained geographies  SU1—School District - Unified, entirety  SU2—School District - Unified, overlap  SE1—School District - Elementary, entirety  SE2—School District - Elementary, overlap  SS1—School District - Secondary, entirety  SS2—School District - Secondary, overlap  OTH—Other</p>
205	Legal Service Area Boundary Change (LSABOUND)	<p>Answer &lt;Y&gt;es or &lt;N&gt;o to the following question: “<i>Did the administrative entity’s legal service area boundaries change since last year?</i>”</p> <p>Note: Changes are likely to result, for example, when a municipality annexes land, when one municipality in a county becomes either an independent city or its own county necessitating its exclusion from the first county’s geography, or when an administrative entity contracts to provide public library service for some additional geographic area other than the geographic area for which it was established (e.g., a municipal library contracts to serve county residents).</p>
206	Reporting Period Starting Date (STARTDAT)	<p>This is the starting date (month, day, and year) for a 12-month period that applies to the administrative entity’s data being submitted to IMLS.</p> <p>Note: Reporting period means data for the fiscal year that ended in the previous calendar year.</p>
207	Reporting Period Ending Date (ENDDATE)	<p>This is the ending date (month, day, and year) for a 12-month period that applies to the administrative entity’s data being submitted to IMLS.</p> <p>Note: Reporting period means data for the fiscal year that ended in the previous calendar year.</p>
208	Population of the Legal Service Area (POPU_LSA)	<p>The number of people in the geographic area for which a public library has been established to offer services and from which (or on behalf of which) the library derives revenue, plus any areas served under contract for which the library is the primary service provider.</p> <p>Note: The determination of this population figure shall be the responsibility of the state library agency. This population figure should be based on the most recent state population figures for jurisdictions in your state available from the State Data Center. The State Data Coordinator should obtain these figures annually from the State Data Center or other state sources.</p>

#	Data Element Name (Variable Name)	Data Element Definition
209	Number of Central Libraries (CENTLIB)	<p>This is one type of single outlet library (SO) or the library, which is the operational center of a multiple-outlet library (MO or MA). Usually all processing is centralized here and the principal collections are housed here. Synonymous with main library.</p> <p>Note: Each administrative entity may report either no central library or one central library. No administrative entity may report more than one central library. In the administrative entity file, this simply means reporting “0” or “1” for central library. Where two or more libraries are considered “centrals” for state or local purposes, one central library and one or more branch libraries should be reported to FSCS. If you wish to identify a central library in the outlet file, identify the library with the largest collection as the central library for FSCS purposes, and report all others as branches. Where there are several co-equal outlets and no principal collection, report all such outlets as branches, not central libraries.</p>
210	Number of Branch Libraries (BRANLIB)	<p>A branch library is an auxiliary unit of an administrative entity which has at least all the following:</p> <ol style="list-style-type: none"> <li>1. Separate quarters;</li> <li>2. An organized collection of library materials;</li> <li>3. Paid staff; and</li> <li>4. Regularly scheduled hours for being open to the public.</li> </ol>
211	Number of Bookmobiles (BKMOB)	<p>A bookmobile is a traveling branch library. It consists of at least all the following:</p> <ol style="list-style-type: none"> <li>1. A truck or van that carries an organized collection of library materials;</li> <li>2. Paid staff; and</li> <li>3. Regularly scheduled hours (bookmobile stops) for being open to the public.</li> </ol> <p>Note: Count the number of vehicles in use, not the number of stops the vehicle makes.</p>

#### PAID STAFF (FULL-TIME EQUIVALENT)

Report figures as of the last day of the fiscal year. Include all positions funded in the library’s budget whether those positions are filled or not. To ensure comparable data, 40 hours per week has been set as the measure of full-time employment (FTE). For example, 60 hours per week of part-time work by employees in a staff category divided by the 40-hour measure equals 1.50 FTEs.

#	Data Element Name (Variable Name)	Data Element Definition
250	ALA-MLS Librarians (MASTER)	Librarians with master’s degrees from programs of library and information studies accredited by the American Library Association.

#	Data Element Name (Variable Name)	Data Element Definition
251	Total Librarians (LIBRARIA)	Persons with the title of librarian who do paid work that usually requires professional training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspect. This data element also includes ALA-MLS (data element #250).
252	All Other Paid Staff (OTHPAID)	This includes all other FTE employees paid from the reporting unit budget, including plant operations, security, and maintenance staff.

## OPERATING REVENUE

Report revenue used for operating expenditures as defined below. Include federal, state, local, or other grants. DO NOT include revenue for major capital expenditures, contributions to endowments, revenue passed through to another agency (e.g., fines), or funds unspent in the previous fiscal year (e.g., carryover). (Funds transferred from one public library to another public library should be reported by only one of the public libraries. The State Data Coordinator shall determine which library will report these funds.)

#	Data Element Name (Variable Name)	Data Element Definition
300	Local Government Revenue (LOGVGT)	<p>This includes all local government funds designated by the community, district, or region and available for expenditure by the public library. Do not include the value of any contributed or in-kind services or the value of any gifts and donations, library fines, fees, or grants.</p> <p>Do not include state, federal, and other funds passed through local government for library use. Report these funds with state government revenue or federal government revenue, as appropriate.</p> <p>Note: Significant funding provided by other local government agencies with the authority to levy taxes “on behalf of” the library should be included if the information is available to the reporting agency and if such funds are supported by documentation (such as certified budgets, payroll records, etc.)</p>
301	State Government Revenue (STGVT)	<p>These are all funds distributed to public libraries by state government for expenditure by the public libraries, except for federal money distributed by the state. This includes funds from such sources as penal fines, license fees, and mineral rights.</p> <p>Note: If operating revenue from consolidated taxes is the result of state legislation, the revenue should be reported under state revenue (even though the revenue may be from multiple sources).</p>

#	Data Element Name (Variable Name)	Data Element Definition
302	Federal Government Revenue (FEDGVT)	This includes all federal government funds distributed to public libraries for expenditure by the public libraries, including federal money distributed by the state.
303	Other Operating Revenue (OTHINCM)	This is all operating revenue other than that reported under local, state, and federal (data elements #300, #301, and #302). Include, for example, monetary gifts and donations received in the current year, interest, library fines, fees for library services, or grants. Do not include the value of any contributed or in-kind services or the value of any nonmonetary gifts and donations.
304	Total Operating Revenue (TOTINCM)	This is the sum of Local Government Revenue, State Government Revenue, Federal Government Revenue, and Other Operating Revenue (data elements #300 through #303).

## OPERATING EXPENDITURES

Operating expenditures are the current and recurrent costs necessary to support the provision of library services. Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy taxes) “on behalf of” the library may be included if the information is available to the reporting agency. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included. Do not report the value of free items as expenditures. Do not report estimated costs as expenditures. Do not report capital expenditures under this category.

### Staff Expenditures

#	Data Element Name (Variable Name)	Data Element Definition
350	Salaries & Wages Expenditures (SALARIES)	This includes salaries and wages for all library staff (including plant operations, security, and maintenance staff) for the fiscal year. Include salaries and wages before deductions but exclude employee benefits.
351	Employee Benefits Expenditures (BENEFIT)	These are the benefits outside of salaries and wages paid and accruing to employees (including plant operations, security, and maintenance staff), regardless of whether the benefits or equivalent cash options are available to all employees.
		Include amounts for direct paid employee benefits including Social Security, retirement, medical insurance, life insurance, guaranteed disability income protection, unemployment compensation, workmen’s compensation, tuition, and housing benefits.
352	Total Staff Expenditures (STAFFEXP)	This is the sum of Salaries & Wages Expenditures and Employee Benefits Expenditures (data elements #350 and #351).

### Collection Expenditures



#	Data Element Name (Variable Name)	Data Element Definition
		This includes all operating expenditures from the library budget for all materials in print, microform, electronic, and other formats considered part of the collection, whether purchased, leased, or licensed. Exclude charges or fees for interlibrary loans and expenditures for document delivery.
353	Print Materials Expenditures (PRMATEXP)	Report all operating expenditures for the following print materials: books, current serial subscriptions, government documents, and any other print acquisitions.
354	Electronic Materials Expenditures (ELMATEXP)	Report all operating expenditures for electronic (digital) materials. Types of electronic materials include e-books, audio and video downloadables, e-serials (including journals), government documents, databases (including locally mounted, full text or not), electronic files, reference tools, scores, maps, or pictures in electronic or digital format, including materials digitized by the library. Electronic materials can be distributed on magnetic tape, diskettes, computer software, CD-ROM, or other portable digital carrier, and can be accessed via a computer, via access to the Internet, or by using an e-book reader. Include expenditures for materials held locally and for remote materials for which permanent or temporary access rights have been acquired. Include expenditures for database licenses. [Note: Based on ISO 2789 definition.]
		Note: Expenditures for computer software used to support library operations or to link to external networks, including the Internet, are reported under Other Operating Expenditures (data element #357).
355	Other Materials Expenditures (OTHMATEX)	Report all operating expenditures for other materials, such as microform, audio and video physical units, DVD, and materials in new formats.
356	Total Collection Expenditures (TOTEXPCO)	This is the sum of Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (data elements #353, #354, and #355).
357	Other Operating Expenditures (OTHOPEXP)	This includes all expenditures other than those reported for Total Staff Expenditures (data element #352) and Total Collection Expenditures (data element #356).
		Note: Include expenses such as binding, supplies, repair or replacement of existing furnishings and equipment; and costs of computer hardware and software used to support library operations or to link to external networks, including the Internet. Report contracts for services, such as costs of operating and maintaining physical facilities, and fees paid to a consultant, auditor, architect, attorney, etc.
358	Total Operating Expenditures (TOTOPEXP)	This is the sum of Total Staff Expenditures, Total Collection Expenditures, and Other Operating Expenditures (data elements #352, #356, and #357).

## CAPITAL REVENUE

Report all revenue to be used for major capital expenditures, by source of revenue. Include funds received for (a) site acquisition; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial collections (print, nonprint, and electronic) for new buildings,

building additions, or building renovations; (e) computer hardware and software used to support library operations, to link to networks, or to run information products; (f) new vehicles; and (g) other one-time major projects. Exclude revenue to be used for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude income passed through to another agency (e.g., fines), or funds unspent in the previous fiscal year (e.g., carryover). Funds transferred from one public library to another public library should be reported by only one of the public libraries. Report federal, state, local, and other revenue to be used for major capital expenditures in the following categories:

#	Data Element Name (Variable Name)	Data Element Definition
400	Local Government Capital Revenue (LCAP_REV)	Report all governmental funds designated by the community, district, or region and available to the public library for the purpose of major capital expenditures, except for state and/or federal money distributed by the local government.
401	State Government Capital Revenue (SCAP_REV)	Report all funds distributed to public libraries by state government for expenditure by the public libraries for the purpose of major capital expenditures, except for federal money distributed by the state.
402	Federal Government Capital Revenue (FCAP_REV)	Report federal governmental funds, including federal funds distributed by the state or locality, and grants and aid received by the library for the purpose of major capital expenditures.
403	Other Capital Revenue (OCAP_REV)	Report private (nongovernmental funds), including grants received by the library for the purpose of major capital expenditures.
404	Total Capital Revenue (CAP_REV)	This is the sum of Local Government Capital Revenue, State Government Capital Revenue, Federal Government Capital Revenue, and Other Capital Revenue (data elements #400 through #403).

Note: The amounts reported for Total Capital Revenue and Total Capital Expenditures are not expected to be equal.

## CAPITAL EXPENDITURES

#	Data Element Name (Variable Name)	Data Element Definition
405	Total Capital Expenditures (CAPITAL)	Report major capital expenditures (the acquisition of or additions to fixed assets). Examples include expenditures for (a) site acquisitions; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial book stock for new buildings, building additions, or building renovations; (e) library automation systems; (f) new vehicles; and (g) other one-time major projects. Include federal, state, local, or other revenue used for major capital expenditures. Only funds that are supported by expenditure documents (e.g., invoices, contracts, payroll records, etc.) at the point of disbursement should be included. Estimated costs are not included. Exclude expenditures for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation.

Exclude contributions to endowments, or revenue passed through to another agency (e.g., fines). Funds transferred from one public library to

#	Data Element Name (Variable Name)	Data Element Definition
		another public library should be reported by only one of the public libraries.

## LIBRARY COLLECTION

This section of the survey (450-460) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (data elements #353, #354, and #355). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

#	Data Element Name (Variable Name)	Data Element Definition
450	Print Materials (BKVOL)	Report a single figure that includes the following:  Books in print. Books are non-serial printed publications (including music scores or other bound forms of printed music, and maps) that are bound in hard or soft covers, or in loose-leaf format. Do not include unbound sheet music. Include non-serial government documents. Report the number of physical units, including duplicates. For smaller libraries, if volume data are not available, count the number of titles. Books packaged together as a unit (e.g., a 2-volume set) and checked out as a unit are counted as one physical unit.
451	Electronic Books – EBooks (EBOOK)	E-books are digital documents (including those digitized by the library), licensed or not, where searchable text is prevalent, and which can be seen in analogy to a printed book (monograph). E-books are loaned to users on portable devices (e-book readers) or by transmitting the contents to the user’s personal computer for a limited time. Include e-books held locally and remote e-books for which permanent or temporary access rights have been acquired. Report the number of electronic units, including duplicates, at the administrative entity level; do not duplicate unit count for each branch. E-books packaged together as a unit (e.g., multiple titles on a single e-book reader) and checked out as a unit are counted as one unit.  Report the number of units. Report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the

#	Data Element Name (Variable Name)	Data Element Definition
452	Audio – physical units (AUDIO_PH)	<p>patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.</p> <p>NOTE: For purposes of this survey, units are defined as “units of acquisition or purchase.” The “unit” is determined by considering whether the item is restricted to a finite number of simultaneous users or an unlimited number of simultaneous users.</p> <p>Finite simultaneous use: units of acquisition or purchase is based on the number of simultaneous usages acquired (equivalent to purchasing multiple copies of a single title). For example, if a library acquires a title with rights to a single user at a time, then that item is counted as 1 “unit”; if the library acquires rights to a single title for 10 simultaneous users, then that item is counted as 10 “units.” For smaller libraries, if volume data are not available, the number of titles may be counted.</p> <p>Unlimited simultaneous use: units of acquisition or purchase is based on the number of titles acquired. For example, if a library acquires a collection of 100 books with unlimited simultaneous users, then that collection would be counted as 100 “units.”</p> <p>These are materials circulated in a fixed, physical format on which sounds (only) are stored (recorded) and that can be reproduced (played back) mechanically, electronically, or both. Include records, audiocassettes, audio cartridges, audio discs (including audio-CD-ROMs), audio-reels, talking books, and other sound recordings stored in a fixed, physical format. Do not include downloadable electronic audio files.</p>
453	Audio – downloadable units (AUDIO_DL)	<p>Report the number of units, including duplicates. Items packaged together as a unit (e.g. two audiocassettes for one recorded book) and checked out as a unit are counted as one physical unit.</p> <p>These are downloadable electronic files on which sounds (only) are stored (recorded) and that can be reproduced (played back) electronically. Audio – Downloadable Units may be loaned to users on portable devices or by transmitting the contents to the user’s personal computer for a limited time. Include Audio – Downloadable Units held locally and remote Audio – Downloadable Units for which permanent or temporary access rights have been acquired.</p> <p>Report the number of units. Report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.</p>

#	Data Element Name (Variable Name)	Data Element Definition
		<p>NOTE: For purposes of this survey, units are defined as “units of acquisition or purchase.” The “unit” is determined by considering whether the item is restricted to a finite number of simultaneous users or an unlimited number of simultaneous users.</p>
		<p>Finite simultaneous use: units of acquisition or purchase is based on the number of simultaneous usages acquired (equivalent to purchasing multiple copies of a single title). For example, if a library acquires a title with rights to a single user at a time, then that item is counted as 1 “unit”; if the library acquires rights to a single title for 10 simultaneous users, then that item is counted as 10 “units. For smaller libraries, if volume data are not available, the number of titles may be counted.</p>
		<p>Unlimited simultaneous use: units of acquisition or purchase is based on the number of titles acquired. For example, if a library acquires a collection of 100 books with unlimited simultaneous users, then that collection would be counted as 100 “units.”</p>
454	Video – physical units (VIDEO_PH)	<p>These are materials circulated in a fixed, physical format on which moving pictures are recorded, with or without sound.</p> <p>Electronic playback reproduces pictures, with or without sound, using a television receiver or computer monitor. Video formats may include tape, DVD and CD-ROM. Do not include downloadable electronic video files.</p>
		<p>Report the number of units, including duplicates. Items packaged together as a unit (e.g., two DVDs for one movie) and checked out as a unit are counted as one physical unit.</p>
455	Video – downloadable units (VIDEO_DL)	<p>These are downloadable electronic files on which moving pictures are recorded, with or without sound. Electronic playback reproduces pictures, with or without sound, using a television receiver, computer monitor or video-enabled mobile device. Video – Downloadable Units may be loaned to users on portable devices or by transmitting the contents to the user’s personal computer for a limited time. Include Video – Downloadable Units held locally and remote Video – Downloadable Units for which permanent or temporary access rights have been acquired.</p>
		<p>Report the number of units. Report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.</p>
		<p>NOTE: For purposes of this survey, units are defined as “units of acquisition or purchase.” The “unit” is determined by considering</p>

#	Data Element Name (Variable Name)	Data Element Definition
		whether the item is restricted to a finite number of simultaneous users or an unlimited number of simultaneous users.
		Finite simultaneous use: units of acquisition or purchase is based on the number of simultaneous usages acquired (equivalent to purchasing multiple copies of a single title). For example, if a library acquires a title with rights to a single user at a time, then that item is counted as 1 “unit”; if the library acquires rights to a single title for 10 simultaneous users, then that item is counted as 10 “units.” For smaller libraries, if volume data are not available, the number of titles may be counted.
		Unlimited simultaneous use: units of acquisition or purchase is based on the number of titles acquired. For example, if a library acquires a collection of 100 books with unlimited simultaneous users, then that collection would be counted as 100 “units.”
461	Total Physical Items in Collection (TOTPHYS)	All circulating physical items in the collection. These are materials in a fixed, physical format available for use outside the library. This includes Print Materials (data element 450), Audio – physical units (data element 452), Video – physical units (data element 454), and Other Circulating Physical Items (data element 462).
462	Other Circulating Physical Items (OTHPHYS)	Report the number of units, including duplicates. Items packaged together as a unit (such as a set of cookie cutters) and checked out as a unit are counted as one physical unit. Report a single figure that includes the following: all circulating physical items other than print books (data element 450), physical audio units (data element 452), physical video units (data element 454), and serials. These are materials in a fixed, physical format available for use outside the library. These can include a variety of items types, such as wi-fi hotspots, sewing machines, cake pans, tools, etc.
		Report the number of units, including duplicates. Items packaged together as a unit (such as a set of cookie cutters) and checked out as a unit are counted as one physical unit.

## Electronic Collections

Report the number of electronic collections.

An electronic collection is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts, photographs, music, video, etc.) with a common user interface and software for the retrieval and use of the data. An electronic collection may be organized, curated and electronically shared by the library, or rights may be provided by a third-party vendor. An electronic collection may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections that are provided by third parties and freely linked to on the Web.

**Electronic Collections do not have a circulation period** and may be retained by the patron. Remote access to the collection may or may not require authentication. Unit records may or may not be included in the library's catalog; the library may or may not select individual titles. Include electronic collections that are available online or are locally hosted in the library.

Note: The data or records are usually collected with a particular intent and relate to a defined topic.

Report the number of electronic collections acquired through curation, payment or formal agreement, by source of access:

#	Data Element Name (Variable Name)	Data Element Definition
456	Local/Other cooperative Agreements (EC_LO_OT)	
457	State (state government or state library) (EC_ST)	
458	Total Electronic Collections (ELECCOLL)	This is the sum of Local/Other cooperative agreements and State electronic collections (data elements #456 and #457).

## SERVICES

#	Data Element Name (Variable Name)	Data Element Definition
501	Library Visits (VISITS)	This is the total number of persons entering the library for whatever purpose during the year.  Note: If an actual count of visits is unavailable, determine an annual estimate by counting visits during a typical week in October and multiplying the count by 52. A "typical week" is a time that is neither unusually busy nor unusually slow. Avoid holiday times, vacation periods for key staff, or days when unusual events are taking place in the community or the library. Choose a week in which the library is open its regular hours. Include seven consecutive calendar days, from Sunday through Saturday (or whenever the library is usually open).
501a	Library Visits Reporting Method (VISITRPT)	Regarding the number of Library Visits (data element #501) entered, is this an annual count or an annual estimate based on a typical week or weeks?

#	Data Element Name (Variable Name)	Data Element Definition
502	Reference Transactions (REFERENC)	<p>Select one of the following:</p> <p>CT—Annual Count ES—Annual Estimate Based on Typical Week(s)</p> <p>Reference Transactions are information consultations in which library staff recommend, interpret, evaluate, and/or use information resources to help others to meet particular information needs.</p> <p>Reference transactions do not include formal instruction or exchanges that provide assistance with locations, schedules, equipment, supplies, or policy statements.</p> <p><u>NOTES:</u></p> <ol style="list-style-type: none"> <li>(1) A reference transaction includes information and referral service, unscheduled individual instruction and assistance in using information sources (including websites and computer-assisted instruction).</li> <li>(2) Count Readers Advisory questions as reference transactions.</li> <li>(3) Information sources include (a) printed and nonprinted material; (b) machine-readable databases (including computer-assisted instruction); (c) the library’s own catalogs and other holdings records; (d) other libraries and institutions through communication or referral; and (e) persons both inside and outside the library.</li> <li>(4) When a staff member uses information gained from previous use of information sources to answer a question, the transaction is reported as a reference transaction even if the source is not consulted again.</li> <li>(5) If a contact includes both reference and directional services, it should be reported as one reference transaction.</li> <li>(6) Duration should not be an element in determining whether a transaction is a reference transaction.</li> <li>(7) Do not include transactions that include only a directional service, such as instruction for locating staff, library users, or physical features within the library. Examples of directional transactions include, “Where is the reference librarian? Where is Susan Smith? Where is the rest room? Where are the 600s? Can you help me make a photocopy?”</li> </ol> <p><u>Annual Count vs. Annual Estimate</u></p> <p>If an annual count of reference transactions is unavailable, count reference transactions during a typical week or weeks, and multiply the count to represent an annual estimate.</p> <p>A “typical week” is a time that is neither unusually busy nor unusually slow. Avoid holiday times, vacation periods for key staff, or days when unusual events are taking place in the community or in the library. Choose a week in which the library is open its regular hours.</p>



#	Data Element Name (Variable Name)	Data Element Definition
		Example: If there are four weeks sampled, multiply the totals for those four weeks by 13 to get an estimate for the full year. If the sample is done twice a year (one week at each time, two weeks total) multiply the count by 26 to get the estimated annual count.
502a	Reference Transactions Reporting Method (REFERRPT)	Regarding the number of Reference Transactions (data element #502) entered, is this an annual count or an annual estimate based on a typical week or weeks?  Select one of the following:  CT—Annual Count ES—Annual Estimate Based on Typical Week(s)
503	Number of Registered Users (REGBOR)	A registered user is a library user who has applied for and received an identification number or card from the public library that has established conditions under which the user may borrow library materials or gain access to other library resources.
504	Overdue Fine Policy (ODFINE)	Note: Files should have been purged within the past three (3) years. Answer <Y>es or <N>o to the following question:  As of the end of the reporting period, does the library charge overdue fines to any users when they fail to return physical print materials by the date due?
510	Closed Outlets Due to COVID-19 (C19CLOSE)	NOTE: Overdue fines are monetary penalties that typically increase according to the number of days the materials are overdue. Overdue fines are not replacement costs for lost or damaged materials. Answer <Y>es or <N>o to the following question: “Were any of the library’s outlets physically closed to the public for any period of time due to the Coronavirus (COVID-19) pandemic?”
511	Public Services During COVID-19 (C19PUBSV)	NOTE: An outlet is considered physically closed when the public cannot access any library buildings or bookmobiles, regardless of staff access. A building can be physically closed but still offer virtual, Wi-Fi, or “curbside” services outside the building. Answer <Y>es or <N>o to the following question: “Did library staff continue to provide services to the public during any portion of the period when the building was physically closed to the public due to the Coronavirus (COVID-19) pandemic?”  NOTE: Services to the public can include activities such as: <ul style="list-style-type: none"> <li>• answering calls, e-mails, or texts with answers to information requests from the public;</li> <li>• hosting virtual programming or recorded content;</li> <li>• offering “curbside,” delivery (mail or drop-off), or drive-thru circulation of physical materials;</li> <li>• managing IT services to ensure external Wi-Fi access; and</li> </ul>

#	Data Element Name (Variable Name)	Data Element Definition
		<ul style="list-style-type: none"> <li>providing other types of online and electronic services, regardless of the location of library staff when they provided services (i.e., working from home or in the building that was closed to the public).</li> </ul>
514	Electronic Library Cards Issued During COVID-19 (C19ECD2)	<p>Answer &lt;Y&gt;es or &lt;N&gt;o to the following question: “Did the library allow users to complete registration for library cards online without having to come to the library during the Coronavirus (COVID-19) pandemic?”</p> <p>NOTE: Online library cards provide users access to electronic collection materials and databases without having to be physically present at a library outlet to register for the card. Refer to the definition of Number of Registered Users (data element #503).</p>
515	Reference Service During COVID-19 (C19REFER)	<p>Answer &lt;Y&gt;es or &lt;N&gt;o to the following question: “Did the library provide reference service via the Internet or telephone when the building was physically closed to the public during the Coronavirus (COVID-19) pandemic?”</p> <p>NOTE: Refer to the definition of Reference Transactions (data element #502). Include references service provided via e-mail, chat, and text.</p>
516	Outside Service During COVID-19 (C19OUTSD)	<p>Answer &lt;Y&gt;es or &lt;N&gt;o to the following question: “Did the library provide ‘outside’ service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic?”</p> <p>NOTE: Includes any contactless or minimal contact provision of circulation items. Similar terms could include curbside, vestibule, or porch pickups, delivery (mail or drop-off), drive-thru, etc.</p>
520	External WiFi Access Added During COVID-19 (C19XWIF2)	<p>Answer &lt;Y&gt;es or &lt;N&gt;o to the following question: “Did the library intentionally provide Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic?”</p> <p>NOTE: Includes “parking lot access,” bookmobiles or other mobile facilities with Wi-Fi capabilities.</p>
521	External WiFi Access Increased During COVID-19 (C19XWIF3)	<p>Answer &lt;Y&gt;es or &lt;N&gt;o to the following question: “Did the library increase access to Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic?”</p> <p>NOTE: Includes “parking lot access,” bookmobiles or other mobile facilities with Wi-Fi capabilities. Increasing access could mean removing restrictions on sign-in authorizations, expanding router reach, leaving Wi-Fi service on 24 hours, installing or moving access points to promote or improve external access, etc.</p>
522	Staff Re-Assigned During COVID-19 (C19STOTH)	<p>Answer &lt;Y&gt;es or &lt;N&gt;o to the following question: “Did library staff work for other government agencies or nonprofit organizations instead of, or in addition to, their normal duties during the Coronavirus (COVID-19) pandemic?”</p> <p>NOTE: Include reassignments to other government agencies (e.g., to process unemployment claims), as well as other activities such as the use of library staff to distribute school lunches and other materials.</p>

#	Data Element Name (Variable Name)	Data Element Definition
		Volunteering during work hours would count but volunteering off hours would not.
550	Total Circulation of Materials (TOTCIR)	This is the sum of Use of Electronic Material and Physical Item Circulation (data elements #552 and #553).
551	Circulation of Children's Materials (KIDCIRCL)	The total annual circulation of all children's materials in all formats to all users, including renewals.
552	Use of Electronic Material (ELMATCIR)	Electronic Materials are materials that are distributed digitally online and can be accessed via a computer, the Internet, or a portable device such as an e-book reader. Types of electronic materials include e-books and downloadable electronic video and audio files. Electronic materials packaged together as a unit and checked out as a unit are counted as one use. Include circulation only for items that require a user authentication and have a limited period of use.
553	Physical Item Circulation (PHYSICIR)	The total annual circulation of all physical library materials of all types, including renewals.  Note: Count all physical materials in all formats that are charged out for use outside the library. Interlibrary loan transactions included are only items borrowed for users. Do not include items checked out to another library.
554	Successful Retrieval of Electronic Information (ELINFO)	The number of full-content units or descriptive records examined, downloaded, or otherwise supplied to user, from online library resources that require user authentication but do not have a circulation period. Examining documents is defined as having the full text of a digital document or electronic resource downloaded or fully displayed. Some electronic services do not require downloading as simply viewing documents is normally sufficient for user needs.
555	Electronic Content Use (ELCONT)	Include use both inside and outside the library. Do not include use of the OPAC or website. [based on NISO Standard Z39.7 (2013) #7.7, p. 43]. The total annual count of the circulation of electronic materials and the successful retrieval of electronic information (Data elements #552 and #554).
556	Total Collection Use (TOTCOLL)	The total annual count of physical item circulation, circulation of electronic material and successful retrieval of electronic information (Data elements #552, #553, and #554).
561	Circulation of Other Physical Items (OTHPHCIR)	Circulation of all physical items other than print books (data element 450), physical audio units (data element 452), physical video units (data element 454), and serials, including renewals. These are materials in a fixed, physical format available for use outside the library. These can include a variety of items types, such as wi-fi hotspots, sewing machines, cake pans, tools, telescopes, board games, video games, etc.

## INTER-LIBRARY LOANS

#	Data Element Name (Variable Name)	Data Element Definition
575	Provided To (LOANTO)	These are library materials, or copies of the materials, provided by one autonomous library to another upon request. The libraries involved in interlibrary loans are not under the same library administration. "Library administration" means Administrative Entity (not anything broader). Do not include items loaned between outlets within the same library administrative entity. These data are reported as annual figures.
576	Received From (LOANFM)	These are library materials, or copies of the materials, received by one autonomous library from another upon request. The libraries involved in interlibrary loans are not under the same library administration. "Library administration" means Administrative Entity (not anything broader). Do not include items loaned between outlets within the same library administrative entity. These data are reported as annual figures.

## LIBRARY PROGRAMS

### Synchronous Program Sessions

A synchronous (live) program session is any planned event which introduces the group attending to library services or which provides information to participants.

Program sessions may cover use of the library, library services, or library tours. Program sessions may also provide cultural, recreational, or educational information. Examples of these types of program sessions include, but are not limited to, film showings, lectures, story hours, literacy programs, citizenship classes, and book discussions.

Include	Exclude
All program sessions that are sponsored or co-sponsored by the library. For a program session to be sponsored or co-sponsored by the library, the library must contribute financial resources or staff time toward the program session. For a program session that is part of a larger community event (such as a farmer's market or festival), it is not necessary for the library to also sponsor or organize the larger event.	Program sessions sponsored by other groups that use library facilities. For example, do not include a homeschooling group hosting a speaker in a meeting room without facilitation from library staff.
Both on-site and off-site program sessions. For example, include a storytime at a farmer's market or a presentation to a school group about library resources conducted at a school.	Offsite outreach efforts that do not otherwise meet the definition of a program session. For example, do not include having a library card signup booth at a farmer's market.
Live-streamed virtual (synchronous) program sessions that are sponsored or co-sponsored by the library.	Recorded (asynchronous) presentations of program content; these should be counted in Total Number of Asynchronous Program Presentations (data element 620).  Programming that is shared on the library's website or social media that is not sponsored or co-sponsored by the library. For example, do not include sharing a video from an author's website of him or her reading a book.
Program sessions with attendance of zero or one if they were intended for a group.	Activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, homework assistance, and mentoring activities.
	Passive or self-directed activities that do not occur at a scheduled time. For example, do not include leaving an art project or puzzle on a table for participants to complete.

#	Data Element Name (Variable Name)	Data Element Definition
600	Total Number of Synchronous Program Sessions (TOTPRO)	This is a total count of the number of synchronous (live) program sessions during the reporting period. See the Synchronous Program Sessions definition for more detail about what counts as a program session.

#	Data Element Name (Variable Name)	Data Element Definition
		<ul style="list-style-type: none"> <li>• If programs are offered as a series, count each program session in the series. For example, a film series offered once a week for eight weeks should be counted as eight program sessions.</li> <li>• Include in-person onsite, in-person offsite, and virtual synchronous program sessions.</li> <li>• Each program session should only be counted once, regardless of the number of formats in which it is presented. For example, a program session that has both in-person and virtual attendance options should be counted as a single program session.</li> </ul> <p data-bbox="610 632 834 659">This is the sum of:</p> <ul style="list-style-type: none"> <li>• Number of Synchronous Program Sessions Targeted at Children Ages 0-5 (data element 601),</li> <li>• Number of Synchronous Program Sessions Targeted at Children Ages 6-11 (data element 602),</li> <li>• Number of Synchronous Program Sessions Targeted at Young Adults Ages 12-18 (data element 603),</li> <li>• Number of Synchronous Program Sessions Targeted at Adults Ages 19 or Older (data element 604), and</li> <li>• Number of Synchronous General Interest Program Sessions (data element 605).</li> </ul> <p data-bbox="610 1041 1003 1068">Separately, it is also the sum of:</p> <ul style="list-style-type: none"> <li>• Number of Synchronous In-Person Onsite Program Sessions (data element 606),</li> <li>• Number of Synchronous In-Person Offsite Program Sessions (data element 607), and</li> <li>• Number of Synchronous Live-Virtual Program Sessions (data element 608).</li> </ul>
601	Number of Synchronous Program Sessions Targeted at Children Ages 0-5 (KO_5PRO)	A program session targeted at children ages 0-5 is any planned event for which the primary audience is infants, toddlers, or preschool-age children. Examples of these types of program sessions include, but are not limited to, story hours, every child ready to read programs, musical or sing-along events, and puppet shows. Include program sessions aimed at children ages 0-5 even if adult caregivers also attend. Each program session should only be counted in one age category based on its primary target audience.
602	Number of Synchronous Program Sessions Targeted at Children Ages 6-11 (K6_11PRO)	This figure is a subset of the Total Number of Synchronous Program Sessions (data element 600). See Synchronous Program Session definition for more information about counting program sessions. A program session targeted at children ages 6-11 is any planned event for which the primary audience is elementary-school-age children. Examples of these types of program sessions include, but are not limited to, story hours, science events, crafting classes, and summer reading events. Include program sessions aimed at children ages 6-11 even if adult caregivers also attend with the children. Each program

#	Data Element Name (Variable Name)	Data Element Definition
		session should only be counted in one age category based on its primary target audience.
603	Number of Synchronous Program Sessions Targeted at Young Adults Ages 12-18 (YAPRO)	This figure is a subset of the Total Number of Synchronous Program Sessions (data element 600). See Synchronous Program Session definition for more information about counting program sessions. A young adult program session is any planned event for which the primary audience is young adults ages 12 to 18 years. Examples of these types of program sessions include, but are not limited to, book clubs, college prep programs, teen tech or gaming clubs, and summer reading events. Each program session should only be counted in one age category based on its primary target audience.
604	Number of Synchronous Program Sessions Targeted at Adults Ages 19 or Older (ADULTPRO)	This figure is a subset of the Total Number of Synchronous Program Sessions (data element 600). See Synchronous Program Session definition for more information about counting program sessions. Note: The <a href="#">Young Adult Library Services Association</a> (YALSA) defines young adults as age 12 through 18. An adult program session is any planned event for which the primary audience is adults ages 19 or older. Examples of these types of program sessions include, but are not limited to, book discussions, citizenship classes, and lectures. Each program session should only be counted in one age category based on its primary target audience.
605	Number of Synchronous General Interest Program Sessions (GENPRO)	This figure is a subset of the Total Number of Synchronous Program Sessions (data element 600). See Synchronous Program Session definition for more information about counting program sessions. A general interest program session is any planned event that is appropriate for any age group or multiple age groups. Include all-age, all-library, family, and intergenerational program sessions. Examples of these types of program sessions include, but are not limited to, family game nights, holiday events, storytelling programs, or chess clubs. Include all programs here that do not fit into the other age category elements. Each program session should only be counted in one age category based on its primary target audience; do not include program sessions here that have already been counted in earlier age category elements. Avoid including program sessions that are targeted at more than one non-adult age category (and are not targeted at adults); these should be counted in the child or young adult age category that best represents the target audience.
606	Number of Synchronous In-Person Onsite Program Sessions	This figure is a subset of the Total Number of Synchronous Program Sessions (data element 600). See Synchronous Program Session definition for more information about counting program sessions. An in-person onsite program session is any planned event that includes an in-person attendance option and takes place at library facilities. Examples include, but are not limited to, a job skills class in the library or a nature program on the library grounds. Regardless of the number of formats in which a program session is offered, each program session

#	Data Element Name (Variable Name)	Data Element Definition
	(ONPRO)	should only be counted once and in one format category. Include in-person program sessions that also have a virtual attendance option and count them as a single program session.
607	Number of Synchronous In-Person Offsite Program Sessions (OFFPRO)	This figure is a subset of the Total Number of Synchronous Program Sessions (data element 600). See Synchronous Program Session definition for more information about counting program sessions. An in-person offsite program session is any planned event that includes an in-person attendance option and takes place somewhere other than the library or the library grounds. Examples include, but are not limited to, facilitating a book club at a local nursing home, hosting a storytime at a local farmer’s market, or visiting a school to present about library services. Regardless of the number of formats in which a program session is offered, each program session should only be counted once and in one format category. Include in-person program sessions that also have a virtual attendance option and count them as a single program session.
608	Number of Synchronous Virtual Program Sessions (VIRPRO)	This figure is a subset of the Total Number of Program Sessions (data element 600). See Synchronous Program Session definition for more information about counting program sessions. A synchronous (live) virtual program session is any planned event that is streamed virtually and can be viewed live as it progresses (i.e., live-streaming). Regardless of the number of formats in which a program session is offered, each program session should only be counted once and in one format category. Include virtual program sessions that are also recorded. Include program sessions hosted on Facebook Premiere that are facilitated by a staff member. Count virtual program sessions at the administrative entity level; do not duplicate numbers at each branch. Exclude program sessions that also have an in-person component; these should be counted under Number Synchronous In-Person Onsite Program Sessions or Number of Synchronous In-Person Offsite Program Sessions (data elements 606 or 607).  This figure is a subset of the Total Number of Synchronous Program Sessions (data element 600). See Synchronous Program Session definition for more information about counting program sessions.

#### Synchronous Program Attendance

#	Data Element Name (Variable Name)	Data Element Definition
610	Total Attendance at Synchronous Programs (TOTATTEN)	This is a total count of the audience at all program sessions during the reporting period. See the Synchronous Program Sessions definition for more detail about what counts as a program session. <ul style="list-style-type: none"> <li>• Include all attendees regardless of age (e.g., count all adult attendees of children’s programs in children’s program attendance).</li> </ul>



#	Data Element Name (Variable Name)	Data Element Definition
		<ul style="list-style-type: none"> <li>For program sessions with both in-person and virtual attendance, combine attendee counts across formats or platforms.</li> </ul> <p>This is the sum of:</p> <ul style="list-style-type: none"> <li>Attendance at Synchronous Programs Targeted at Children Ages 0-5 (data element 611),</li> <li>Attendance at Synchronous Programs Targeted at Children Ages 6-11 (data element 612),</li> <li>Attendance at Synchronous Programs Targeted at Young Adults Ages 12-18 (data element 613),</li> <li>Attendance at Synchronous Programs Targeted at Adults Age 19 or Older (data element 614), and</li> <li>Attendance at Synchronous General Interest Programs (data element 615).</li> </ul> <p>Separately, it is also the sum of:</p> <ul style="list-style-type: none"> <li>Synchronous In-Person Onsite Program Attendance (data element 616),</li> <li>Synchronous In-Person Offsite Program Attendance (data element 617), and</li> <li>Synchronous Virtual Program Attendance (data element 618).</li> </ul>
611	Attendance at Synchronous Programs Targeted at Children Ages 0-5 (KO_5ATTEN)	<p>The count of the audience at all program sessions for which the primary audience is children ages 0 to 5 years. Please count all attendees of these program sessions regardless of age.</p> <p>This figure is a subset of the Total Attendance at Synchronous Programs (data element 610). See Total Attendance at Synchronous Programs for more information about counting program session attendance.</p>
612	Attendance at Synchronous Programs Targeted at Children Ages 6-11 (K6_11ATTEN)	<p>The count of the audience at all program sessions for which the primary audience is children ages 6 to 11 years. Please count all attendees of these program sessions regardless of age.</p> <p>This figure is a subset of the Total Attendance at Synchronous Programs (data element 610). See Total Attendance at Synchronous Programs for more information about counting program session attendance.</p>
613	Attendance at Synchronous Programs Targeted at Young Adults Ages 12-18 (YAATTEN)	<p>The count of the audience at all program sessions for which the primary audience is young adults ages 12 to 18 years. Please count all attendees of these program sessions regardless of age.</p> <p>This figure is a subset of the Total Attendance at Synchronous Programs (data element 610). See Total Attendance at Synchronous Programs for more information about counting program session attendance.</p>
614	Attendance at Synchronous Programs Targeted at Adults Ages 19 or Older (ADULTATTEN)	<p>The count of the audience at all program sessions for which the primary audience is adults ages 19 or older. Please count all attendees of these program sessions regardless of age.</p>

#	Data Element Name (Variable Name)	Data Element Definition
615	Attendance at Synchronous General Interest Programs (GENATTEN)	<p>This figure is a subset of the Total Attendance at Synchronous Programs (data element 610). See Total Attendance at Synchronous Programs for more information about counting program session attendance.</p> <p>The count of the audience at program sessions that are appropriate for any age group or multiple age groups. Please count all attendees of these program sessions regardless of age.</p>
616	Synchronous In-Person Onsite Program Attendance (ONATTEN)	<p>This figure is a subset of the Total Attendance at Synchronous Programs (data element 610). See Total Attendance at Synchronous Programs for more information about counting program session attendance.</p> <p>The count of in-person attendance at program sessions that take place at library facilities. Regardless of the number of formats in which a program session is offered, each attendee should only be counted once. Each attendee should be counted in the format category in which they attended the program session.</p> <p>For in-person onsite programs that also have a virtual component, exclude virtual attendance; this should be counted under Synchronous Virtual Program Attendance (data element 618).</p>
617	Synchronous In-Person Offsite Program Attendance (OFFATTEN)	<p>This figure is a subset of the Total Attendance at Synchronous Programs (data element 610). See Total Attendance at Synchronous Programs for more information about counting program session attendance.</p> <p>The count of in-person attendance at program sessions that take place somewhere other than the library. Regardless of the number of formats in which a program session is offered, each attendee should only be counted once. Each attendee should be counted in the format category in which they attended the program session.</p> <p>For in-person offsite programs that also have a virtual component, exclude virtual attendance; this should be counted under Synchronous Virtual Program Attendance (data element 618).</p>
618	Synchronous Virtual Program Attendance (VIRATTEN)	<p>This figure is a subset of the Total Attendance at Synchronous Programs (data element 610). See Total Attendance at Synchronous Programs for more information about counting program session attendance.</p> <p>The count of live attendance at virtual program sessions. Regardless of the number of formats in which a program session is offered, each attendee or view should only be counted once. Each attendee should be counted in the format category in which they attended or viewed the program session. Count each participant device connected to a virtual program as a single attendee. For program sessions hosted on Facebook Live, YouTube Live, or similar platforms, count peak concurrent viewers. For those hosted on videoconferencing platforms, count the maximum number of non-staff participants during the session.</p> <p>For virtual program sessions that are also recorded for later, on-demand, asynchronous viewing, exclude views that occur after the session has ended; these should be counted under Total Views of Asynchronous Program Presentations (data element 630). For program</p>

#	Data Element Name (Variable Name)	Data Element Definition
		<p>sessions that also have an in-person component, exclude in-person attendance; this should be counted under Synchronous In-Person Onsite Program Attendance or Synchronous In-Person Offsite Program Attendance (data elements 616 or 617).</p> <p>This figure is a subset of the Total Attendance at Synchronous Programs (data element 610). See Total Attendance at Synchronous Programs for more information about counting program session attendance.</p>

### Asynchronous Program Sessions and Views

#	Data Element Name (Variable Name)	Data Element Definition
620	Total Number of Asynchronous Program Presentations (TOTPRES)	An asynchronous program presentation is any recording of program content that cannot be viewed live as it unfolds (i.e., on-demand streaming). Only include program presentations posted during the reporting period. Regardless of the number of platforms on which a presentation is posted, count each unique presentation only once. Include program sessions hosted on Facebook Premiere that are not facilitated by a staff member. Count asynchronous program presentations at the administrative entity level; do not duplicate numbers at each branch. Include recordings of synchronous program sessions that were available for asynchronous viewing after the session ended.
630	Total Views of Asynchronous Program Presentations within 30 Days (TOTVIEWS)	<p>The count of views of asynchronous program presentations for a period of thirty (30) days after the presentation was posted, even if that period extends beyond the survey reporting period (or fiscal year). For program presentations made available via Facebook, count unique 1-minute views of each video. For those made available via other platforms, count unique views of each video.</p> <p>For program presentations that are recordings of synchronous virtual program sessions, exclude synchronous attendance; these should be counted under Synchronous In-Person Onsite Program Attendance, Synchronous In-Person Offsite Program Attendance, or Synchronous Virtual Program Attendance (data elements 616, 617, or 618).</p>

### OTHER ELECTRONIC INFORMATION

#	Data Element Name (Variable Name)	Data Element Definition
650	Number of Internet Computers Used by General Public (GPTERMS)	Report the number of the library's Internet computers [personal computers (PCs), laptops, and tablets], whether purchased, leased, or donated, used by the general public in the library. Do not include computers that connect to the Internet for a dedicated purpose (e.g., to access an OPAC or specific database, or to train the public) or purposes.

#	Data Element Name (Variable Name)	Data Element Definition
651	Number of Uses (Sessions) of Public Internet Computers Per Year (PITUSR)	<p>Report the total number of uses (sessions) of the library's Internet computers in the library during the last year. If the computer is used for multiple purposes (Internet access, word-processing, OPAC, etc.) and Internet uses (sessions) cannot be isolated, report all usage. A typical week or other reliable estimate may be used to determine the annual number. Sign-up forms or Web-log tracking software also may provide a reliable count of uses (sessions).</p> <p>Note: This count includes only the library's Internet computers. Do not include WiFi access using nonlibrary computers. The number of uses (sessions) may be counted manually, using registration logs. Count each use (session) for public internet computers, regardless of the amount of time spent on the computer. A use (session) on the library's public internet computer(s) three times a year would count as three uses (sessions). Software such as "Historian" can also be used to track the number of uses (sessions) at each public internet computer. If the data element is collected as a weekly figure, multiply that figure by 52 to annualize it.</p>
651a	Reporting Method for Number of Uses of Public Internet Computers Per Year (PITUSRRPT)	<p>Regarding the Number of Uses (Sessions) of Public Internet Computers per Year (data element 651) entered, is this an annual count or an annual estimate based on a typical week or weeks?</p> <p>Select one of the following: CT—Annual Count ES—Annual Estimate Based on Typical Week(s)</p>
652	Wireless Sessions (WIFISESS)	<p>Report the number of wireless sessions provided by the library wireless service annually. Count one session for each time a device connects to the library's wireless network, regardless of the duration of connection. If possible, only count sessions for patron devices and exclude library devices such as routers, access points, printers, and public access computers; otherwise, if patron devices cannot be isolated, report sessions for all devices.</p> <p>NOTE: If an annual count of wireless sessions is unavailable, count wireless sessions during a typical week or weeks using methods like hardware logging or network scanning, and multiply the count to represent an annual estimate. (Do not conduct visual surveys of devices in use as a method to establish a count of a typical week.) A "typical week" is a time that is neither unusually busy nor unusually slow. Avoid holiday times, vacation periods for key staff, or days when unusual events are taking place in the community or in the library. Choose a week in which the library is open its regular hours.</p>
652a	Reporting Method for Wireless Sessions (WIFISRPT)	<p>Regarding the number of Wireless Sessions (data element 652) entered, is this an annual count or an annual estimate based on a typical week or weeks of hardware logging or network scanning?</p> <p>Select one of the following: CT—Annual Count ES—Annual Estimate Based on Typical Week(s)</p>

#	Data Element Name (Variable Name)	Data Element Definition
653	Website Visits (WEBVISIT)	<p>Visits represent the annual number of sessions initiated by all users from inside or outside the library to the library website. The library website consists of all webpages under the library's domain. A website "visit" or "session" occurs when a user connects to the library's website for any length of time or purpose, regardless of the number of pages or elements viewed. Usage of library social media accounts (e.g., Facebook, Twitter, etc.) should not be reported here. Libraries unable to collect a count of their website visits should report "-1" (missing). Libraries without websites should report "-3" (not applicable). (Missing values will be imputed in the final dataset, whereas values of not applicable will not be imputed.)</p>

## Outlet Data Element Definitions

#	Data Element Name (Variable Name)	Data Element Definition
700	FSCS ID and SEQ (Automatic Display) (FSCSKEY and FSCS_SEQ)	This is the identification code assigned by PLS Web Portal. Outlets are assigned the same FSCS ID as the administrative entity to which they belong, with a unique three-digit suffix added to distinguish each outlet.
700a	Structure Status (STATSTRU)	This is the Structure Change Code to record actions such as adding, deleting, or merging.
701	LIB ID (Optional) (LIBID)	This is the state-assigned identification code for the outlet.
702	Name (LIBNAME)	This is the legal name of the outlet.  Note: Provide the legal name of the outlet. Do not use acronyms. Do not abbreviate the name unless it exceeds the PLS Web Portal field length of 60 characters. Avoid abbreviations at the beginning of the name and do not punctuate abbreviations.
702a	Name Status (STATNAME)	This is the Name Change Code to identify whether the change is an official name change.
703	Street Address (ADDRESS)	This is the complete street address of the outlet.  Note: Do not report a post office box or general delivery. For a bookmobile that operates from an administrative entity, branch, or central library, report the address of the administrative entity, branch or central library from which it operates. For a bookmobile that is itself the administrative entity, report the address where the bookmobile is parked at night.
703a	Address Status (STATADDR)	This is the Address Change Code to identify whether the address change is an actual location change.
704	City (CITY)	This is the city or town in which the outlet is located.
705	ZIP Code (ZIP)	This is the standard five-digit postal ZIP code for the street address of the outlet.
707	County of the Outlet (CNTY)	This is the county in which the outlet is physically located.
708	Phone (PHONE)	This is the telephone number of the outlet, including area code.  Note: Report telephone number without spacing or punctuation. If the outlet has no phone, enter “-3” (for Not Applicable).
709	Outlet Type Code (C_OUT_TY)	An outlet is a unit of an administrative entity that provides direct public library service.  Select one of the following:  BM—Books-by-Mail Only. A direct mail order service which provides books and other library materials. Books-by-mail typically serves rural residents, the disabled, the homebound, and others without access to another type of public library outlet. Requests for materials are usually received by mail and by telephone only. Only books-by-mail services that are housed separately from any other type of direct public service outlet

#	Data Element Name (Variable Name)	Data Element Definition
		<p>(that is, central library, branches, or bookmobiles) should be coded here.</p> <p>BR—Branch Library. A branch library is an auxiliary unit of an administrative entity which has at least all the following:</p> <ul style="list-style-type: none"> <li>• Separate quarters;</li> <li>• An organized collection of library materials;</li> <li>• Paid staff; and</li> <li>• Regularly scheduled hours for being open to the public.</li> </ul> <p>BS—Bookmobile(s). A bookmobile is a traveling branch library. It consists of at least all the following:</p> <ul style="list-style-type: none"> <li>• A truck or van that carries an organized collection of library materials;</li> <li>• A paid staff; and</li> <li>• Regularly scheduled hours (bookmobile stops) for being open to the public.</li> </ul> <p>Note: A separate outlet record may be created for each bookmobile. You may wish to create separate outlet records for individual bookmobiles if they have different addresses. Alternatively, a bookmobile outlet record may include more than one bookmobile.</p> <p>CE—Central Library. This is one type of single outlet library (SO) or the library which is the operational center of a multiple outlet library (MO or MA). Usually all processing is centralized here and the principal collections are housed here. Synonymous with main library.</p> <p>Note: Each administrative entity may report either no central library or one central library. No administrative entity may report more than one central library. If you wish to identify a central library in the outlet file, identify the library with the largest collection as the central library for FSCS purposes, and report all others as branches. Where there are several coequal outlets and no principal collection, report all such outlets as branches, not central libraries.</p>
711	Square Footage of Outlet (SQ_FEET)	Provide the area, in square feet, of the public library outlet (central library or branch). Report the total area in square feet for each library outlet (central library or branch) separately. This is the area on all floors enclosed by the outer walls of the library outlet. Include all areas occupied by the library outlet, including those areas off-limits to the public. Include any areas shared with another agency or agencies if the outlet has use of that area.
712	Number of Bookmobiles in the Bookmobile Outlet Record (L_NUM_BM)	The number of bookmobiles in the bookmobile outlet record.  Note: A bookmobile outlet record may include one or more bookmobiles. Complete this data element only if the outlet record is of the type BS—Bookmobile(s) (see outlet data element #709). A bookmobile is a traveling branch library. It consists of at least all the following:

#	Data Element Name (Variable Name)	Data Element Definition
		<ul style="list-style-type: none"> <li>• A truck or van that carries an organized collection of library materials;</li> <li>• A paid staff; and</li> <li>• Regularly scheduled hours (bookmobile stops) for being open to the public. Count vehicles in use, not the number of stops the vehicle makes.</li> </ul>
713	Public Service Hours Per Year (actual hours) (HOURS)	<p>This is the number of annual public service hours for outlets (reported individually by central, branch, bookmobile and Books-by-Mail Only) Note: Include the actual hours open for public service for centrals (data element #209), branches (data element #210), and bookmobiles (data element #211), and Books-by-Mail Only. For each bookmobile, count only the hours during which the bookmobile is open to the public. For administrative entities that offer ONLY books-by-mail service, count the hours that the outlet is staffed for service. Minor variations in public service hours need not be included. Extensive hours closed to the public due to natural disasters or other events should be excluded from the count.</p>
714	Number of Weeks an Outlet is Open (actual weeks) (WKS_OPEN)	<p>This is the number of weeks during the year that an outlet was open to the public.</p> <p>Note: Include the number of weeks open for public service for Centrals (data element #209), Branches (data element #210), Bookmobiles (data element #211), and Books-by-Mail Only.</p> <p>For each bookmobile, count only the weeks during which the bookmobile is open to the public. For administrative entities that offer ONLY books-by-mail service, count the weeks that the outlet is staffed for service. The count should be based on the number of weeks that a library outlet was open for half or more of its scheduled service hours. Extensive weeks closed to the public due to natural disasters or other events should be excluded from the count. Do not calculate based on total number of service hours per year at the outlet level. For example, by dividing total hours by the average hours open per week. Round to the nearest whole number of weeks. If the library was open half or more of its scheduled hours in a given week, round up to the next week. If the library was open less than half of its scheduled hours, round down.</p>
715	Number of Weeks an Outlet Closed Due to COVID-19 (C19WKSCL)	<p>This is the number of weeks during the year that due to the Coronavirus (COVID-19) pandemic, an outlet building was physically closed and the public could not enter, when it otherwise would have been open.</p> <p>NOTE: Round to the nearest whole number. If building did not close to the public due to the pandemic, enter zero. The sum of data elements #714 and #715 should equal or be fewer than 52 weeks.</p> <p>An outlet is considered physically closed when the public cannot access any library buildings or bookmobiles, regardless of staff access. A building can be physically closed but still offer virtual, Wi-Fi, or “curbside” services outside the building.</p>



#	Data Element Name (Variable Name)	Data Element Definition
716	Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19 (C19WKSLO)	<p>This is the number of weeks during the year that an outlet implemented limited public occupancy practices for in-person services at the library building in response to the Coronavirus (COVID-19) pandemic.</p> <p>NOTE: Round to the nearest whole number. If building did not have a limited occupancy or similar practice due to the pandemic, enter zero. Weeks can be counted in both data elements #714 and #716 (that is, a library was open to the public and implementing limited occupancy practices in the same week).</p> <p>Limited public occupancy practices can include reduced hours open, limits on the number of public members inside the physical building, appointment only on-site library use, visitor time limits, closed stacks or meeting rooms, etc.</p>

## Appendix G: Imputation Flags and Definitions

Flag Value	Flag Description
<b>Public Library System Data File</b>	
R_21	The data were reported and not imputed
E_21	The data were reported and edited for logical consistency
IG20, IG19, IG18, IG17	Prior year data multiplied by cell mean growth rate, using the most current reported data from (2020, 2019, 2018, or 2017)
IQ21	Adjusted cell mean (the ratio of population of legal service area to the cell mean population of legal service area was used to adjust the imputed value)
IJ21	Unadjusted cell mean
IK20, IK19, IK18, IK17	Prior year ratio to another item, using the most current reported data from (2020, 2019, 2018, or 2017)
ID21	Cell median ratio to another item
IP20, IP19, IP18, IP17, IP16,	Data carried forward, using the most current reported data that are available from (2020, 2019, 2018, or 2017)
IM21	Unadjusted cell median
IT21	Value obtained by relationship of total to detail items
IB21	Raking of detail items to match totals
IS21	Special imputation procedures
IY21	Consistency check derived value
U_21	Not imputed (i.e., outlying area or temporarily closed)
H_21	Data were suppressed (to protect confidentiality of respondents)
L_21	Data were suppressed for analytic purposes (only for F_POPLSA)
<b>Public Library Outlet Data File</b>	
R_21	The data were reported and not imputed
IP20, IP19, IP18, IP17	Data carried forward, using the most current reported data that are available from (2020, 2019, 2018, or 2017)
M_21	Not imputed - insufficient prior year data
N_21	Not imputed (i.e., item not applicable)
U_21	Not imputed (i.e., outlying area or temporarily closed)

Note: See the “Imputation” section for more details on the imputation methodology.

## Appendix H: Item Response Rate and Total Quantity Response Rate by Item by State

Appendix H displays items with response rates (either item or total quantity) less than 95.0 percent at the state level, items where all respondents in a state reported a value of 0 (no respondents), and items where all respondents in a state reported a value of 0 and all nonrespondents were imputed as 0. At the national level, all but two items (i.e., ELINFO and WIFISESS) had an item response rate of 90.0 percent or higher, while most items have a national response rate of 95.0 or higher.

**Item Response Rate (IRR)**—The ratio of the number of eligible units responding to an item to the number of responding units eligible to have responded to the item:

$$IRR = \frac{\textit{Number of reported values}}{\textit{Number of libraries}}$$

**Total Quantity Response Rate (TQRR)**—The ratio of total quantity of data from responding units to the total estimated quantity for all units eligible for tabulation (includes imputed data):

$$TQRR = \frac{\textit{Sum of reported values}}{\textit{Sum of reported and imputed values}}$$

The TQRR measures the percentage of the total quantity of a given variable that was reported by respondents, as opposed to being imputed during data processing.

Response rates reported in Appendix H are rounded values.

Please note, new or highly modified items (see **Table 9**) are more likely to have lower IRR and/or TQRR.

**VARIABLE=CENTLIB**  
**DESCRIPTION=# OF CENTRAL LIBRARIES**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
VI	100.0	‡

**VARIABLE=BKMOB**  
**DESCRIPTION=# OF BOOKMOBILES**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AS	100.0	‡
DC	100.0	‡
GU	100.0	‡
NH	100.0	‡

**VARIABLE=MASTER**  
**DESCRIPTION=ALA-MLS STAFF**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	92.1	96.9
AZ	87.6	99.6
CT	93.1	97.0
FL	91.0	99.6
IA	94.1	99.9
NH	94.6	§
NJ	90.2	§
OH	88.8	99.3
TX	94.9	99.8
UT	83.1	99.2
VT	79.3	96.5

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

**VARIABLE=LIBRARIA**  
**DESCRIPTION=TOTAL LIBRARIANS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	92.1	97.2
AZ	87.6	97.8
CT	93.1	97.1
FL	91.0	99.4
IA	94.1	98.4
NH	94.6	98.3
NJ	89.9	98.4
TX	94.9	99.2
VT	79.3	92.4

**VARIABLE=OTHPAID**  
**DESCRIPTION=ALL OTHER PAID STAFF**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	92.1	95.2
AZ	87.6	98.4
CT	92.6	96.9
FL	91.0	99.9
IA	94.1	99.6
NH	94.6	99.7
NJ	89.9	98.6
TX	94.9	99.7
VT	79.3	93.2

**VARIABLE=TOTSTAFF**  
**DESCRIPTION=TOTAL PAID EMPLOYEES**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	92.1	96.0
AZ	87.6	98.2
CT	92.6	97.0

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
FL	91.0	99.7
IA	94.1	98.9
NH	94.6	98.8
NJ	89.9	98.5
TX	94.9	99.5
VT	79.3	92.7

**VARIABLE=LOGVT  
DESCRIPTION=LOCAL GOVERNMENT REVENUE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	89.5	96.6
AR	94.9	§
AS	100.0	‡
AZ	85.4	98.5
CT	93.1	93.8
FL	91.0	99.8
HI	100.0	‡
IA	94.1	99.4
NE	94.7	99.8
NH	94.2	99.1
NJ	89.9	99.1
UT	84.5	99.1
VI	100.0	‡
VT	78.8	94.3
WA	93.3	99.6

**VARIABLE=STGVT  
DESCRIPTION=STATE GOVERNMENT REVENUE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	93.4	95.1
AR	94.9	§

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AZ	79.8	98.9
CT	93.7	79.1
DC	100.0	‡
FL	91.0	§
GU	100.0	‡
IA	94.1	98.9
MP	100.0	‡
NE	94.7	99.2
NH	94.6	§
NJ	89.9	98.8
UT	84.5	50.4**
VT	100.0	‡
WA	93.3	§

**VARIABLE=FEDGVT**  
**DESCRIPTION=FEDERAL GOVERNMENT REVENUE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	89.5	§
AR	93.2	§
AZ	86.5	99.5
CT	93.7	99.9
FL	91.0	99.9
GU	100.0	‡
IA	94.1	§
NE	94.7	§
NH	94.6	99.3
NJ	89.9	§
UT	84.5	99.9
VT	78.8	99.8
WA	93.3	§

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

**VARIABLE=OTHINCM**  
**DESCRIPTION=OTHER OPERATING REVENUE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	89.5	§
AR	94.9	98.0
AZ	75.3	96.2
CT	93.7	97.7
FL	91.0	99.8
IA	94.1	99.1
NE	94.7	99.7
NH	94.6	98.5
NJ	89.9	95.8
UT	84.5	§
VI	100.0	‡
VT	78.8	89.6
WA	93.3	98.8

**VARIABLE=TOTINCM**  
**DESCRIPTION=TOTAL OPERATING REVENUE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	89.5	96.7
AR	94.9	99.9
AZ	73.0	94.4
CT	93.1	94.4
FL	91.0	99.8
IA	94.1	99.4
NE	94.7	99.8
NH	94.2	99.0
NJ	89.9	99.0
UT	84.5	98.6
VT	78.8	93.4
WA	93.3	99.6

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable



**VARIABLE=SALARIES  
DESCRIPTION=SALARIES & WAGES EXP**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AZ	88.8	98.8
FL	94.9	99.7

**VARIABLE=BENEFIT  
DESCRIPTION=EMPLOYEE BENEFITS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AZ	87.6	97.8
CT	75.1	81.3
FL	94.9	99.8

**VARIABLE=STAFFEXP  
DESCRIPTION=TOTAL STAFF EXP**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AZ	87.6	98.4
CT	75.1	77.5
FL	94.9	99.7

**VARIABLE=PRMATEXP  
DESCRIPTION=OP EXP FOR PRINT MAT**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	88.2	97.2
AR	94.9	99.6
AZ	83.1	98.1
CT	93.7	91.8
FL	91.0	99.6
GU	100.0	‡
IA	93.7	99.0
MN	92.6	99.8
NE	94.7	99.4

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
NH	94.6	96.6
NJ	89.9	97.5
UT	84.5	94.7
VT	57.6*	67.3**

**VARIABLE=ELMATEXP  
DESCRIPTION=OP EXP FOR ELECTRONIC MAT**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	88.2	99.0
AR	93.2	99.9
AZ	86.5	99.8
CT	93.1	92.6
FL	91.0	99.8
GU	100.0	‡
IA	94.3	99.8
NE	94.7	99.9
NH	94.6	99.2
NJ	89.9	99.2
UT	84.5	99.3
VI	100.0	‡
VT	58.2*	71.9
WY	91.3	99.1

**VARIABLE=OTHMATEX  
DESCRIPTION=OP EXP FOR OTHER MAT**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	88.2	94.6
AR	94.9	99.9
AZ	76.4	98.6
CT	93.1	90.9
DC	100.0	‡

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
FL	91.0	99.8
GU	100.0	‡
IA	94.1	99.0
MP	100.0	‡
NE	94.7	99.8
NH	94.2	99.4
NJ	89.9	98.9
UT	84.5	99.5
VI	100.0	‡
VT	57.6*	63.9**

**VARIABLE=TOTEXPCO  
DESCRIPTION=TOTAL COLLECTION EXP**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	88.2	97.4
AR	94.9	99.8
AZ	75.3	77.0
CT	93.1	91.4
FL	91.0	99.7
GU	100.0	‡
IA	93.9	99.2
NE	94.7	99.6
NH	94.6	97.6
NJ	89.9	98.2
UT	84.5	96.9
VT	78.8	89.1
WY	91.3	95.9

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

**VARIABLE=OTHOPEXP  
DESCRIPTION=OTHER OPERATING EXP**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AZ	84.3	99.4
FL	94.9	99.9

**VARIABLE=TOTOPEXP  
DESCRIPTION=TOTAL OPERATING EXP**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	88.2	96.9
AR	94.9	99.7
AZ	68.5*	77.3
CT	64.6*	76.3
FL	91.0	99.7
IA	86.4	96.3
NE	94.7	99.7
NH	94.6	98.7
NJ	89.9	98.9
UT	84.5	97.6
VT	77.2	89.4
WY	91.3	97.9

**VARIABLE=LCAP\_REV  
DESCRIPTION=LOCAL GOVT CAPITAL REVENUE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AR	93.2	§
AS	100.0	‡
AZ	69.7*	94.6
CT	93.7	98.8
FL	91.0	97.9
HI	100.0	‡
MP	100.0	‡

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
NH	94.6	99.7
NJ	89.9	99.6
NV	85.7	§
UT	83.1	98.6
VT	78.8	§
WA	93.3	§

**VARIABLE=SCAP\_REV**  
**DESCRIPTION=STATE GOVT CAPITAL REVENUE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AL	100.0	†
AR	91.5	§
AZ	66.3*	§
CT	93.7	§
DC	100.0	†
FL	91.0	§
GU	100.0	†
KS	100.0	†
LA	100.0	†
MO	99.3	†
MP	100.0	†
MS	98.1	†
MT	97.5	†
NC	100.0	†
NH	94.6	§
NJ	89.9	§
NV	85.7	†
SD	99.1	†
UT	84.5	†
VA	100.0	†

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
VT	78.8	§
WA	93.3	§
WY	100.0	‡

**VARIABLE=FCAP\_REV**  
**DESCRIPTION=FEDERAL GOVT CAPITAL REVENUE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	100.0	‡
AR	91.5	§
AZ	66.3*	§
CT	93.7	§
DC	100.0	‡
DE	100.0	‡
FL	91.0	§
GU	100.0	‡
HI	100.0	‡
MD	96.0	†
MN	99.3	†
MP	100.0	‡
MS	98.1	†
MT	97.5	†
ND	96.2	†
NH	94.6	§
NJ	89.9	§
NM	96.9	†
NV	90.5	§
NY	100.0	‡
OK	100.0	‡
PA	100.0	‡
RI	100.0	‡

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
UT	83.1	§
VA	100.0	‡
VT	78.8	§
WA	93.3	†
WY	100.0	‡

**VARIABLE=OCAP\_REV  
DESCRIPTION=OTHER CAPITAL REVENUE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AR	91.5	§
AZ	66.3*	§
CT	93.7	§
DC	100.0	‡
FL	91.0	§
GU	100.0	‡
HI	100.0	‡
MP	100.0	‡
NH	94.6	§
NJ	89.9	§
NV	85.7	†
UT	84.5	§
VT	78.8	§
WA	93.3	§
WY	100.0	‡

**VARIABLE=CAP\_REV  
DESCRIPTION=TOTAL CAPITAL REVENUE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AR	93.2	§
AZ	66.3*	58.5**
CT	93.7	99.6

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
FL	91.0	98.0
MP	100.0	‡
NH	94.6	99.7
NJ	89.9	99.6
UT	81.7	99.5
VT	78.8	§
WA	93.3	§

**VARIABLE=CAPITAL  
DESCRIPTION=TOTAL CAPITAL EXPENDITURES**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AR	89.8	97.0
AZ	69.7*	88.4
CT	93.7	86.6
FL	91.0	97.7
GU	100.0	‡
MP	100.0	‡
MS	98.1	94.7
NH	87.4	93.5
NJ	89.9	91.8
SD	99.1	94.9
TX	94.9	99.4
UT	84.5	97.3
VT	78.3	97.2
WA	91.7	99.9

**VARIABLE=BKVOL  
DESCRIPTION=PRINT MATERIALS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	88.2	94.1
AR	93.2	98.6

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable



STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AZ	85.4	96.9
CT	93.7	93.3
FL	91.0	99.2
IA	94.1	97.9
NE	94.7	98.2
NH	94.6	97.7
NJ	89.9	96.9
UT	84.5	95.9
VT	76.1	85.1

**VARIABLE=EBOOK  
DESCRIPTION=ELECTRONIC BOOKS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	90.8	§
AR	93.2	99.5
AZ	75.3	99.5
CO	94.6	99.8
CT	N/A	†
FL	91.0	96.4
GU	100.0	‡
IA	94.1	97.2
ND	93.7	97.0
NE	94.7	98.4
NJ	89.9	98.8
VT	76.6	87.0

**VARIABLE=AUDIO\_PH  
DESCRIPTION=AUDIO - PHYSICAL UNITS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	88.2	96.7
AR	93.2	99.4

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AZ	86.5	98.7
CT	93.7	93.9
FL	91.0	99.8
GU	100.0	‡
IA	94.1	99.4
NE	94.7	99.7
NH	94.6	98.7
NJ	89.9	98.3
UT	84.5	96.2
VT	74.5	89.3

**VARIABLE=AUDIO\_DL**  
**DESCRIPTION=AUDIO - DOWNLOADABLE UNITS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	90.8	§
AR	93.2	99.9
AS	100.0	‡
AZ	75.3	99.7
CT	N/A	†
FL	89.7	99.0
GU	100.0	‡
IA	94.1	98.4
MP	100.0	‡
ND	91.1	93.5
NE	94.7	98.9
NJ	86.8	97.6
VT	76.6	87.0

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

**VARIABLE=VIDEO\_PH**  
**DESCRIPTION=VIDEO - PHYSICAL UNITS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	88.2	96.4
AR	93.2	99.6
AZ	87.6	98.6
CT	93.7	94.1
FL	91.0	99.8
GU	100.0	‡
IA	94.1	98.2
NE	94.7	99.1
NH	94.6	97.9
NJ	89.9	96.5
UT	84.5	97.0
VT	76.6	84.9

**VARIABLE=VIDEO\_DL**  
**DESCRIPTION=VIDEO - DOWNLOADABLE UNITS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	88.2	99.2
AR	93.2	99.9
AS	100.0	‡
AZ	67.4*	99.9
CO	92.9	99.9
CT	N/A	†
FL	89.7	98.2
GA	67.2*	§
GU	100.0	‡
HI	100.0	‡
IA	94.1	99.3
MP	100.0	‡
ND	87.3	97.0

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
NE	94.7	99.9
NJ	80.1	97.6
TN	96.8	86.5
VT	78.8	0.0**
WY	95.7	94.6

**VARIABLE=TOTPHYS  
DESCRIPTION=TOTAL PHYSICAL ITEMS IN COLLECTION**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	84.2	§
AR	93.2	§
AZ	N/A	†
CA	90.9	§
CT	93.7	§
DE	N/A	†
FL	91.0	§
IA	93.9	§
IL	N/A	†
NE	94.7	§
NH	94.6	§
NJ	36.5*	§
UT	N/A	†
VT	73.4	§
WY	91.3	§

**VARIABLE=OTHPHYS  
DESCRIPTION=OTHER CIRCULATING PHYSICAL ITEMS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	63.2*	§
AR	93.2	§
AZ	N/A	†

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
CA	90.9	§
CT	93.7	§
DC	100.0	‡
DE	N/A	†
FL	N/A	†
GU	100.0	‡
IA	93.9	§
IL	N/A	†
ME	92.9	§
MP	100.0	‡
NE	94.7	§
NH	93.7	§
NJ	36.1*	§
OH	N/A	†
OK	91.6	§
TX	94.9	§
UT	N/A	†
VI	100.0	‡
VT	73.4	§
WY	87.0	§

**VARIABLE=EC\_LO\_OT**  
**DESCRIPTION=LOCAL/OTHER ELECTRONIC COLLECTIONS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	96.1	91.3
AR	93.2	99.0
AS	100.0	‡
AZ	70.8	89.5
CT	93.7	86.3
FL	91.0	98.4

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
HI	100.0	‡
IA	94.1	96.5
MP	100.0	‡
NE	94.7	94.7
NH	99.6	87.8
NJ	89.9	92.1
VT	65.8*	8.0**

**VARIABLE=EC\_ST**  
**DESCRIPTION=STATE ELECTRONIC COLLECTIONS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AR	94.9	96.9
AS	100.0	‡
CO	95.5	0.0**
CT	93.7	94.4
DC	100.0	‡
GU	100.0	‡
MD	96.0	79.4
MI	98.7	0.0**
MP	100.0	‡
MT	97.5	3.0**

**VARIABLE=ELECCOLL**  
**DESCRIPTION=TOTAL ELECTRONIC COLLECTIONS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AR	93.2	95.5
AS	100.0	‡
AZ	70.8	74.3
CT	93.7	92.8
FL	91.0	92.6
IA	94.1	97.0
MD	96.0	93.4

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
MP	100.0	‡
MT	97.5	82.1
NE	94.7	94.7
NJ	89.9	90.7
VT	65.8*	57.1**

**VARIABLE=VISITS  
DESCRIPTION=LIBRARY VISITS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	89.5	96.1
AR	93.2	99.6
AZ	82.0	93.3
CA	88.8	61.5**
CO	94.6	99.6
CT	92.1	91.7
FL	87.2	98.4
IA	93.7	98.8
MA	93.2	83.5
ME	93.3	82.1
MI	97.7	93.0
NE	94.3	99.6
NH	88.8	86.1
NJ	89.9	97.1
OR	88.9	53.8**
TX	94.0	99.2
UT	83.1	93.7
VT	76.1	68.0**
WA	90.0	85.0
WI	81.1	89.2
WV	96.9	94.8
WY	91.3	81.6

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

**VARIABLE=REFERENC  
DESCRIPTION=TOTAL ANNUAL REFERENCE TRANSACTIONS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	85.5	93.9
AL	95.1	78.5
AR	93.2	99.5
AZ	71.9	88.3
CA	80.1	42.3**
CO	87.5	91.1
CT	87.3	92.7
DC	N/A	†
DE	47.6*	50.2**
FL	79.5	94.6
IA	90.6	97.3
IL	95.5	94.6
MA	88.6	90.4
ME	85.5	92.7
MN	89.7	91.5
ND	94.9	99.9
NE	94.3	99.5
NH	66.4*	77.0
NJ	89.9	97.7
OH	84.9	91.5
OR	71.1	63.4**
TX	91.8	93.2
UT	80.3	90.2
VA	94.7	90.5
VT	71.7	77.8
WA	51.7*	60.8**
WI	61.9*	83.7

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable



STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
WV	95.8	93.7

**VARIABLE=REGBOR**  
**DESCRIPTION=REGISTERED USERS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	90.8	97.3
AR	93.2	99.6
AZ	87.6	98.5
CT	91.0	91.3
FL	92.3	99.8
IA	92.4	99.2
NE	94.7	99.7
NH	93.7	97.9
NJ	89.9	98.6
OR	94.8	98.0
UT	84.5	98.8
VA	89.4	50.4**
VT	76.6	89.3

**VARIABLE=TOTCIR**  
**DESCRIPTION=TOTAL CIRCULATION**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	89.5	98.0
AR	93.2	99.7
AZ	60.7*	88.5
CO	94.6	99.9
CT	93.7	92.8
FL	89.7	99.7
IA	93.9	99.4
ND	94.9	99.9
NE	94.3	99.8

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
NH	94.6	99.7
NJ	89.2	98.6
NM	92.9	99.9
TX	94.5	99.8
UT	84.5	98.5
VT	76.1	92.4
WA	93.3	99.7
WY	91.3	97.7

**VARIABLE=KIDCIRCL  
DESCRIPTION=CIRCULATION OF KIDS MATERIALS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	90.8	99.8
AR	93.2	99.9
AZ	84.3	73.2
CO	93.8	99.6
CT	93.7	92.7
FL	87.2	97.1
IA	93.7	99.4
ID	99.0	92.2
NE	94.3	99.9
NH	92.8	98.5
NJ	89.9	98.8
OR	97.0	63.5**
TX	94.9	99.8
UT	84.5	98.6
VA	98.9	78.5
VT	48.9*	77.4
WA	80.0	95.2

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

**VARIABLE=ELMATCIR**  
**DESCRIPTION=CIRCULATION OF ELECTRONIC MATERIALS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	92.1	§
AR	93.2	§
AZ	85.4	98.8
CO	94.6	99.9
CT	93.7	91.7
FL	87.2	99.6
GU	100.0	‡
IA	94.1	99.7
ND	94.9	§
NE	94.7	99.9
NJ	89.2	97.4
NM	93.9	§
TX	94.5	99.8
UT	84.5	99.3
VI	100.0	‡
VT	76.1	93.8
WY	91.3	98.1

**VARIABLE=PHYSCIR**  
**DESCRIPTION=PHYSICAL ITEM CIRCULATION**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	89.5	97.5
AR	93.2	99.5
AZ	60.7*	86.1
CT	93.7	93.1
FL	87.2	99.6
IA	93.9	99.3
NE	94.3	99.8

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
NH	94.6	99.8
NJ	89.9	98.9
UT	84.5	98.2
VT	79.3	92.8
WA	93.3	99.6

**VARIABLE=ELINFO**  
**DESCRIPTION=SUCCESSFUL RETRIEVAL OF ELECTRONIC INFORMATION**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AR	93.2	§
AZ	79.8	99.9
CA	80.3	98.5
CT	38.6*	57.1**
FL	87.2	99.6
GU	100.0	‡
IA	94.1	§
IN	93.2	86.2
KS	90.7	99.6
ME	18.8*	40.6**
MI	91.9	99.9
MN	86.0	99.7
MP	100.0	‡
NE	94.7	§
NJ	34.5*	88.8
NM	89.8	99.4
TX	94.7	§
UT	84.5	§
VA	86.2	§
VI	100.0	‡
VT	72.8	94.1

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
WA	86.7	99.8
WI	74.3	89.3

**VARIABLE=ELCONT  
DESCRIPTION=ELECTRONIC CONTENT USE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	92.1	99.9
AR	93.2	§
AZ	70.8	99.0
CA	80.2	86.3
CO	94.6	§
CT	38.6*	59.1**
FL	87.2	99.6
GA	78.7	96.7
GU	100.0	‡
IA	94.1	99.8
IN	93.2	90.7
KS	90.7	99.1
ME	18.8*	53.0**
MI	90.4	99.0
MN	86.0	99.2
ND	94.9	99.7
NE	94.7	99.9
NJ	33.8*	67.3**
NM	89.8	99.5
TX	94.5	99.9
UT	84.5	99.4
VA	86.2	99.3
VI	100.0	‡
VT	72.3	90.8

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
WA	86.7	99.6
WI	74.3	87.8
WY	91.3	96.5

**VARIABLE=TOTCOLL  
DESCRIPTION=TOTAL COLLECTION USE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	89.5	98.2
AR	93.2	99.7
AZ	51.7*	80.8
CA	79.7	86.7
CO	94.6	99.9
CT	38.6*	57.8**
FL	87.2	99.6
GA	78.7	93.1
IA	93.9	99.5
IN	93.2	93.6
KS	90.7	98.4
ME	18.8*	43.5**
MI	90.4	98.0
MN	85.3	98.0
ND	94.9	99.8
NE	94.3	99.8
NJ	33.8*	60.0**
NM	88.8	99.1
TX	94.5	99.9
UT	84.5	98.5
VA	86.2	98.3
VT	72.3	88.7
WA	86.7	99.5

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
WI	74.3	87.0
WY	91.3	97.0

**VARIABLE=OTHPHCIR**  
**DESCRIPTION=CIRCULATION OF OTHER PHYSICAL ITEMS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	88.2	§
AR	93.2	§
AZ	60.7*	§
CA	74.0	§
CO	92.9	§
CT	93.7	§
DC	100.0	‡
DE	N/A	†
FL	N/A	†
GU	100.0	‡
IL	N/A	†
KS	64.8*	§
ME	92.9	§
MI	92.9	§
MN	80.1	§
MP	100.0	‡
MS	92.5	§
ND	93.7	§
NE	93.5	§
NH	92.8	§
NJ	31.1*	§
OH	N/A	†
OK	84.0	§
OR	94.1	§

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
SD	91.5	§
TX	94.9	§
UT	69.0*	§
VI	100.0	‡
VT	75.5	§
WA	76.7	§
WI	87.1	§
WY	69.6*	§

**VARIABLE=LOANTO  
DESCRIPTION= INTER-LIBRARY LOANS OUT**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	92.1	20.2**
AR	93.2	98.8
AS	100.0	‡
AZ	83.1	82.8
CO	94.6	99.6
CT	93.7	78.0
FL	83.3	81.9
GU	100.0	‡
IA	94.1	98.7
MP	100.0	‡
NE	94.3	93.3
NH	93.7	78.5
NJ	89.9	93.4
NM	94.9	93.3
SD	99.1	94.8
UT	84.5	95.9
VT	78.3	69.5**
WA	83.1	88.6

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable



**VARIABLE=LOANFM**  
**DESCRIPTION= INTER-LIBRARY LOANS RECEIVED**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	93.4	95.0
AR	93.2	99.8
AS	100.0	‡
AZ	83.1	82.3
CT	93.7	81.6
FL	84.6	87.2
GU	100.0	‡
IA	94.1	98.9
ME	94.5	99.7
MP	100.0	‡
NE	94.7	97.8
NH	93.7	97.7
NJ	89.9	94.5
VT	78.3	88.6
WA	88.3	94.6

**VARIABLE=KO\_5PRO**  
**DESCRIPTION=TOTAL PROGRAMS FOR CHILDREN 0-5**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	N/A	†
AR	91.5	§
CA	52.5*	§
CO	1.8*	§
CT	N/A	†
DE	N/A	†
FL	79.5	§
GA	49.2*	§
IA	N/A	†

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
ID	28.8*	§
IL	N/A	†
IN	25.4*	§
KS	39.8*	§
ME	0.4*	†
MI	19.4*	§
MS	84.9	§
MT	88.9	§
NC	28.6*	§
ND	10.1*	§
NH	N/A	†
NJ	N/A	†
NY	52.4*	§
OH	N/A	†
OK	N/A	†
OR	N/A	†
PA	78.2	§
SC	76.2	§
TN	1.6*	§
UT	84.5	§
VA	20.2*	§
VT	77.2	§
WA	51.7*	§
WI	N/A	†
WY	N/A	†

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

VARIABLE=K6\_11PRO  
DESCRIPTION=TOTAL PROGRAMS FOR CHILDREN 6-11

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	N/A	†
AR	91.5	§
CA	52.5*	§
CO	1.8*	§
CT	N/A	†
DE	N/A	†
FL	76.9	§
GA	49.2*	§
IA	N/A	†
ID	28.8*	§
IL	N/A	†
IN	24.2*	§
KS	39.8*	§
ME	0.4*	†
MI	19.4*	§
MS	83.0	§
MT	85.2	§
NC	28.6*	§
ND	10.1*	§
NH	N/A	†
NJ	N/A	†
NY	52.2*	§
OH	N/A	†
OK	N/A	†
OR	N/A	†
PA	78.2	§
SC	76.2	§
TN	1.6*	§

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
UT	84.5	§
VA	20.2*	§
VT	77.2	§
WA	51.7*	§
WI	N/A	†
WY	N/A	†

**VARIABLE=YAPRO**  
**DESCRIPTION=TOTAL YOUNG ADULT PROGRAMS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AS	100.0	‡
GU	100.0	‡

**VARIABLE=ADULTPRO**  
**DESCRIPTION=TOTAL ADULT PROGRAMS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	86.8	§
AR	93.2	§
CA	52.5*	§
CT	93.7	§
DE	N/A	†
FL	89.7	§
GU	100.0	‡
IA	N/A	†
IL	N/A	†
KS	39.8*	§
ME	56.1*	§
ND	67.1*	§
NJ	N/A	†
OK	N/A	†
OR	N/A	†

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
PA	78.2	§
TN	2.2*	§
UT	84.5	§
VA	20.2*	§
VI	100.0	‡
VT	77.7	§
WA	86.7	§
WI	N/A	†
WY	N/A	†

**VARIABLE=GENPRO  
DESCRIPTION=TOTAL GENERAL PROGRAMS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	86.8	†
AR	93.2	§
CA	52.5*	§
CT	93.7	§
DE	N/A	†
FL	88.5	§
GU	100.0	‡
IA	N/A	†
IL	N/A	†
KS	39.8*	§
ME	55.7*	§
ND	67.1*	§
NJ	N/A	†
OH	99.2	†
OK	N/A	†
OR	N/A	†
PA	78.2	§

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
TN	2.2*	§
UT	84.5	§
VA	20.2*	§
VI	100.0	‡
VT	77.7	§
WA	86.7	§
WI	N/A	†
WY	N/A	†

**VARIABLE=ONPRO  
DESCRIPTION=TOTAL ONSITE PROGRAMS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	N/A	†
AR	33.9*	§
CA	52.5*	§
CT	93.7	§
DE	N/A	†
FL	89.7	§
GU	N/A	†
HI	100.0	‡
IA	N/A	†
ID	71.2	§
IL	N/A	†
KS	39.8*	§
LA	20.9*	§
MA	59.1*	§
MD	68.0*	§
ME	0.4*	§
MI	20.7*	§
MS	86.8	§

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
MT	17.3*	§
NC	70.2	§
ND	10.1*	§
NH	91.5	§
NJ	N/A	†
NV	85.7	§
NY	49.7*	§
OK	N/A	†
OR	N/A	†
PA	78.2	§
TN	2.2*	§
UT	84.5	§
VA	19.1*	§
VI	N/A	†
VT	78.3	§
WA	75.0	§
WI	N/A	†
WY	N/A	†

**VARIABLE=OFFPRO  
DESCRIPTION=TOTAL OFFSITE PROGRAMS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	N/A	†
AR	33.9*	§
CA	52.5*	§
CT	93.7	§
DE	N/A	†
FL	89.7	§
GU	N/A	†
HI	100.0	‡

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
IA	N/A	†
ID	71.2	§
IL	N/A	†
KS	39.8*	§
LA	20.9*	†
MA	59.1*	§
MD	68.0*	§
ME	N/A	†
MI	21.2*	§
MS	86.8	§
MT	18.5*	§
NC	70.2	§
ND	10.1*	§
NH	91.5	§
NJ	N/A	†
NV	85.7	§
NY	49.5*	§
OH	99.2	†
OK	N/A	†
OR	N/A	†
PA	78.2	§
TN	2.2*	§
UT	84.5	§
VA	19.1*	§
VI	N/A	†
VT	78.3	§
WA	75.0	§
WI	N/A	†
WY	N/A	†

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable



**VARIABLE=VIRPRO**  
**DESCRIPTION=TOTAL VIRTUAL PROGRAMS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	N/A	†
AR	33.9*	§
CA	52.5*	§
CT	93.7	§
DE	N/A	†
FL	89.7	§
GU	N/A	†
IA	93.7	§
ID	71.2	§
IL	N/A	†
KS	39.8*	§
KY	N/A	†
LA	20.9*	†
MA	59.1*	§
MD	68.0*	§
ME	62.7*	§
MI	29.8*	§
MS	86.8	§
MT	17.3*	§
NC	69.0*	§
ND	10.1*	§
NH	91.5	§
NJ	N/A	†
NV	85.7	§
NY	49.8*	§
OH	99.2	†
OK	N/A	†

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
OR	N/A	†
PA	78.2	§
TN	1.6*	†
UT	84.5	§
VA	19.1*	§
VI	N/A	†
VT	77.7	§
WA	75.0	§
WI	N/A	†
WY	N/A	†

**VARIABLE=TOTATTEN**  
**DESCRIPTION=TOTAL PROGRAM ATTENDANCE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
VI	100.0	‡

**VARIABLE=KIDATTEN**  
**DESCRIPTION=KIDS PROGRAM ATTENDANCE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
VI	100.0	‡

**VARIABLE=KO\_5ATTEN**  
**DESCRIPTION=CHILDREN 0-5 PROGRAM ATTENDANCE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	N/A	†
AR	91.5	§
CA	52.1*	§
CO	2.7*	§
CT	N/A	†
DE	N/A	†
FL	75.6	§
GA	49.2*	§

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
IA	N/A	†
ID	30.8*	§
IL	N/A	†
IN	14.4*	§
KS	39.8*	§
ME	N/A	†
MI	8.8*	§
MS	92.5	§
MT	84.0	§
NC	27.4*	§
ND	10.1*	§
NH	N/A	†
NJ	N/A	†
NY	53.2*	§
OH	N/A	†
OK	N/A	†
OR	N/A	†
PA	78.2	§
SC	78.6	§
TN	1.6*	§
UT	83.1	§
VA	21.3*	§
VI	100.0	‡
VT	76.6	§
WA	51.7*	§
WI	N/A	†
WY	N/A	†

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

**VARIABLE=K6\_11ATTEN**  
**DESCRIPTION= CHILDREN 6-11 PROGRAM ATTENDANCE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	N/A	†
AR	91.5	§
CA	52.1*	§
CO	2.7*	§
CT	N/A	†
DE	N/A	†
FL	78.2	§
GA	49.2*	§
IA	N/A	†
ID	29.8*	§
IL	N/A	†
IN	13.1*	§
KS	39.8*	§
ME	N/A	†
MI	8.8*	†
MS	92.5	§
MT	80.2	§
NC	27.4*	§
ND	10.1*	§
NH	N/A	†
NJ	N/A	†
NY	53.0*	§
OH	N/A	†
OK	N/A	†
OR	N/A	†
PA	78.2	§
SC	78.6	§

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
TN	1.6*	§
UT	83.1	§
VA	21.3*	§
VI	100.0	‡
VT	77.2	§
WA	51.7*	§
WI	N/A	†
WY	N/A	†

**VARIABLE=YAATTEN**  
**DESCRIPTION=YOUNG ADULT PROGRAM ATTENDANCE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AS	100.0	‡
GU	100.0	‡
VI	100.0	‡

**VARIABLE=ADULTATTEN**  
**DESCRIPTION=ADULT PROGRAM ATTENDANCE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	85.5	§
AR	93.2	§
CA	52.5*	§
CT	93.7	§
DE	N/A	†
FL	88.5	§
GU	100.0	‡
IA	N/A	†
IL	N/A	†
KS	39.8*	§
ME	55.7*	§
MS	92.5	§

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
ND	15.2*	§
NH	94.6	§
NJ	N/A	†
OK	N/A	†
OR	N/A	†
PA	78.2	§
SC	92.9	§
TN	1.6*	§
TX	94.9	§
UT	83.1	§
VA	20.2*	§
VI	100.0	‡
VT	78.3	§
WA	86.7	§
WI	N/A	†
WY	N/A	†

**VARIABLE=GENATTEN  
DESCRIPTION=GENERAL PROGRAM ATTENDANCE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	85.5	†
AR	93.2	§
CA	52.5*	§
CT	93.7	§
DE	N/A	†
FL	88.5	§
GU	100.0	‡
IA	N/A	†
IL	N/A	†
KS	39.8*	§

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
ME	55.3*	§
MS	94.3	§
ND	15.2*	§
NH	94.6	§
NJ	N/A	†
OH	100.0	‡
OK	N/A	†
OR	N/A	†
PA	78.2	§
SC	92.9	§
TN	1.6*	§
TX	94.9	§
UT	84.5	§
VA	20.2*	§
VI	100.0	‡
VT	78.3	§
WA	86.7	§
WI	N/A	†
WY	N/A	†

**VARIABLE=ONATTEN  
DESCRIPTION=ONSITE PROGRAM ATTENDANCE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	N/A	†
AR	23.7*	§
CA	52.1*	§
CT	93.7	§
DE	N/A	†
FL	85.9	§
HI	100.0	‡

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
IA	N/A	†
ID	64.4*	§
IL	N/A	†
IN	58.5*	§
KS	39.2*	§
LA	23.9*	§
MA	50.1*	§
MD	52.0*	§
ME	N/A	†
MI	11.4*	§
MN	94.1	§
MS	88.7	§
MT	17.3*	§
NC	70.2	§
ND	10.1*	§
NH	93.3	§
NJ	N/A	†
NV	76.2	§
NY	43.9*	§
OK	N/A	†
OR	N/A	†
PA	78.2	§
TN	2.2*	§
TX	94.9	§
UT	84.5	§
VA	19.1*	§
VI	100.0	‡
VT	74.5	§
WA	73.3	§
WI	N/A	†

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable



STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
WY	N/A	†

**VARIABLE=OFFATTEN  
DESCRIPTION=OFFSITE PROGRAM ATTENDANCE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	N/A	†
AR	23.7*	§
CA	52.1*	§
CT	93.7	§
DE	N/A	†
FL	87.2	§
GU	100.0	‡
HI	100.0	‡
IA	N/A	†
ID	64.4*	§
IL	N/A	†
IN	58.5*	§
KS	39.2*	§
LA	23.9*	†
MA	50.1*	§
MD	52.0*	§
ME	N/A	†
MI	11.4*	†
MN	94.1	§
MS	88.7	§
MT	17.3*	§
NC	70.2	§
ND	10.1*	§
NH	93.3	§
NJ	N/A	†

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
NV	76.2	§
NY	43.9*	§
OH	99.2	†
OK	N/A	†
OR	N/A	†
PA	78.2	§
TN	2.2*	§
TX	94.9	§
UT	83.1	§
VA	19.1*	§
VI	100.0	‡
VT	75.0	§
WA	73.3	§
WI	N/A	†
WY	N/A	†

**VARIABLE=VIRATTEN  
DESCRIPTION=VIRTUAL PROGRAM ATTENDANCE**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	N/A	†
AR	23.7*	§
CA	52.1*	§
CT	93.7	§
DE	N/A	†
FL	87.2	§
GU	100.0	‡
IA	94.1	§
ID	66.3*	§
IL	N/A	†
IN	58.9*	§

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
KS	39.2*	§
KY	N/A	†
LA	23.9*	†
MA	50.1*	§
MD	52.0*	§
ME	63.1*	§
MI	11.4*	†
MS	88.7	§
MT	23.5*	§
NC	70.2	§
ND	10.1*	§
NH	93.3	§
NJ	N/A	†
NV	76.2	§
NY	43.9*	§
OH	99.2	†
OK	N/A	†
OR	N/A	†
PA	78.2	§
TN	2.2*	§
TX	94.9	§
UT	83.1	§
VA	19.1*	§
VI	100.0	‡
VT	73.9	§
WA	73.3	§
WI	N/A	†
WY	N/A	†

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

**VARIABLE=TOTPRES**  
**DESCRIPTION=TOTAL ASYNCHRONOUS PROGRAM PRESENTATIONS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	N/A	†
AR	93.2	§
AS	100.0	‡
CA	82.6	§
CT	93.7	§
DE	66.7*	§
FL	78.2	§
GA	88.5	§
IA	93.9	§
IL	N/A	†
ME	88.6	§
MT	81.5	§
ND	93.7	§
NH	80.7	§
NJ	29.7*	§
NY	94.3	§
OH	N/A	†
TX	94.5	§
UT	84.5	§
VA	22.3*	§
VI	N/A	†
VT	77.7	§
WA	83.3	§
WI	84.8	§
WY	N/A	†

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

**VARIABLE= TOTVIEWS**  
**DESCRIPTION= TOTAL ASYNCHRONOUS PRESENTATIONS VIEWS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	N/A	†
AR	93.2	§
AS	100.0	‡
CA	12.8*	†
CO	92.9	§
CT	93.7	§
DC	N/A	†
DE	57.1*	§
FL	74.4	§
GA	88.5	§
GU	100.0	‡
IA	92.3	§
IL	N/A	†
MD	92.0	§
ME	86.7	§
MP	N/A	†
MT	79.0	§
NC	94.0	§
ND	92.4	§
NH	78.0	§
NJ	30.1*	§
NY	92.6	§
OH	N/A	†
OR	94.1	§
TX	93.2	§
UT	83.1	§
VA	22.3*	§

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
VI	N/A	†
VT	75.5	§
WA	73.3	§
WI	82.2	§
WV	93.8	§
WY	N/A	†

**VARIABLE=PITUSR**  
**DESCRIPTION=PUBLIC INTERNET COMPUTER USES PER YEAR**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	86.8	97.3
AR	93.2	99.6
AZ	84.3	96.0
CA	93.3	96.0
CO	94.6	99.5
CT	83.1	85.5
FL	87.2	99.3
IA	93.7	98.0
ME	88.2	92.8
ND	94.9	99.7
NE	94.7	99.4
NH	75.8	76.1
NJ	89.5	96.5
NM	94.9	98.0
TX	94.5	97.3
UT	83.1	92.6
VT	76.1	86.1
WA	86.7	98.0
WI	91.9	98.1
WY	82.6	79.5

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

**VARIABLE=WEBVISIT  
DESCRIPTION=WEBSITE VISITS**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	33.9*	§
AL	78.7	§
AR	93.2	§
AZ	67.4*	§
CA	72.1	§
CO	85.7	§
CT	60.3*	§
DE	61.9*	§
FL	74.4	§
IA	94.0	§
ID	85.6	§
IL	80.0	§
IN	89.4	§
KS	48.8*	§
LA	92.5	§
MA	91.1	§
ME	56.5*	§
MN	75.0	§
MO	93.3	§
NC	84.5	§
ND	83.5	§
NE	94.7	§
NH	46.6*	§
NJ	42.2*	§
NM	59.2*	§
OH	81.3	§
OK	75.6	§

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
OR	71.9	§
PA	80.4	§
SC	73.8	§
SD	78.6	§
TN	57.8*	§
TX	46.8*	§
UT	63.4*	§
VI	N/A	†
VT	63.0*	§
WA	71.7	§
WI	83.7	§
WY	34.8*	§

**VARIABLE=SQ\_FEET**  
**DESCRIPTION=SQUARE FOOTAGE OF OUTLET**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	92.3	99.3
CT	94.8	§
DC	92.3	95.2
NJ	93.2	98.4
VT	88.7	§

**VARIABLE=HOURS**  
**DESCRIPTION=PUBLIC SERVICE HOURS PER YEAR**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	76.1	§
AZ	93.0	§
CT	94.9	§
FL	92.7	§
IA	94.0	§
ID	92.5	§

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable



STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
ME	93.8	§
NJ	87.4	§
OR	91.9	§
UT	83.9	§
VT	79.9	§
WA	93.6	§

**VARIABLE=WKS\_OPEN**  
**DESCRIPTION=NUMBER OF WEEKS A LIBRARY IS OPEN**

STATE	ITEM RESPONSE RATE	TOTAL QUANTITY RESPONSE RATE
AK	80.4	§
AZ	93.4	§
CT	94.9	§
IA	94.0	§
NJ	87.8	§
UT	86.1	§
VT	82.0	§
WA	81.7	§

\* Item response rate less than 70.0 percent, does not meet the OMB statistical standard.

\*\* Total quantity response rate less than 70.0 percent, does not meet the OMB statistical standard.

† All respondents in state reported value of 0 and all nonrespondents were imputed as 0.

‡ All respondents in state reported value of 0 (no nonrespondents).

§ Item not imputed. Total quantity response rate is 100.0 percent.

N/A Not applicable

## Appendix I: Frequencies of Selected Categorical Variables in the Public Library Administrative Entity Data File (PLS\_FY21\_AE\_pud21i)

All frequencies, except for Structure Change Code (STATSTRU), exclude temporarily closed libraries. All percentages are rounded.

### INTERLIBRARY RELATIONSHIP

C_RELATN	Frequency	Percent	Cumulative Frequency	Cumulative Percent
HQ–Headquarters of a federation or cooperative	112	1.2	112	1.2
ME–Member of a federation or cooperative	6,859	74.5	6,971	75.7
NO–Not a member of a federation or cooperative	2,236	24.3	9,207	100.0
Total	9,207	100.0		

### LEGAL BASIS

C_LEGBAS	Frequency	Percent	Cumulative Frequency	Cumulative Percent
CC–City/County	102	1.1	102	1.1
CI–Municipal Government (city, town, or village)	4,846	52.6	4,948	53.7
CO–County/Parish	923	10.0	5,871	63.8
LD–Library District	1,405	15.3	7,276	79.0
MJ–Multi-jurisdictional	285	3.1	7,561	82.1
NL–Native American Tribal Government	52	0.6	7,613	82.7
NP–Non-profit Association or Agency	1,326	14.4	8,939	97.1
OT–Other	89	1.0	9,028	98.1
SD–School District	179	1.9	9,207	100.0
Total	9,207	100.0		

**ADMINISTRATIVE STRUCTURE**

C_ADMIN	Frequency	Percent	Cumulative Frequency	Cumulative Percent
MA-Administrative entity with multiple direct service outlets where administrative offices are separate	139	1.5	139	1.5
MO-Administrative entity with multiple direct service outlets where administrative offices are not separate	1,591	17.3	1,730	18.8
SO-Single-outlet administrative entity	7,477	81.2	9,207	100.0
Total	9,207	100.0		

**FSCS PUBLIC LIBRARY**

C_FSCS	Frequency	Percent	Cumulative Frequency	Cumulative Percent
N-No	182	2.0	182	2.0
Y-Yes	9,025	98.0	9,207	100.0
Total	9,207	100.0		

Note: Libraries that do not meet the FSCS definition are excluded from published tables.

**GEOGRAPHIC CODE**

GEOCODE	Frequency	Percent	Cumulative Frequency	Cumulative Percent
CI1–Municipal Government (city, town, or village) (exactly)	3,259	35.4	3,259	35.4
CI2–Municipal Government (city, town, or village) (most nearly)	1,470	16.0	4,729	51.4
CO1–County/Parish (exactly)	1,151	12.5	5,880	63.9
CO2–County/Parish (most nearly)	506	5.5	6,386	69.4
MA1–Metropolitan Area (exactly)	11	0.1	6,397	69.5
MA2–Metropolitan Area (most nearly)	6	0.1	6,403	69.5
MC1–Multi-County (exactly)	124	1.3	6,527	70.9
MC2–Multi-County (most nearly)	42	0.5	6,569	71.3
OTH–Other	2,157	23.4	8,726	94.8
SD1–School District (exactly)	415	4.5	9,141	99.3
SD2–School District (most nearly)	66	0.7	9,207	100.0
Total	9,207	100.0		

**LSA BOUNDARY CHANGE FROM PRIOR YEAR**

LSABOUND	Frequency	Percent	Cumulative Frequency	Cumulative Percent
N–No	9,147	99.3	9,147	99.3
Y–Yes	60	0.7	9,207	100.0
Total	9,207	100.0		

**LIBRARY VISITS REPORTING METHOD**

VISITRPT	Frequency	Percent	Cumulative Frequency	Cumulative Percent
CT-Annual Count	6,071	65.9	6,071	65.9
ES-Annual Estimate Based on Typical Week(s)	2,748	29.8	8,819	95.8
M-Missing	388	4.2	9,207	100.0
Total	9,207	100.0		

**REFERENCE TRANSACTIONS REPORTING METHOD**

REFERRPT	Frequency	Percent	Cumulative Frequency	Cumulative Percent
CT-Annual Count	3,892	42.3	3,892	42.3
ES-Annual Estimate Based on Typical Week(s)	4,736	51.4	8,628	93.7
M-Missing	579	6.3	9,207	100.0
Total	9,207	100.0		

**BEA REGION CODE**

OBereg	Frequency	Percent	Cumulative Frequency	Cumulative Percent
01–New England (CT ME MA NH RI VT)	1,268	13.8	1,268	13.8
02–Mid East (DE DC MD NJ NY PA)	1,545	16.8	2,813	30.6
03–Great Lakes (IL IN MI OH WI)	1,887	20.5	4,700	51.0
04–Plains (IA KS MN MO NE ND SD)	1,583	17.2	6,283	68.2
05–Southeast (AL AR FL GA KY LA MS NC SC TN VA WV)	1,164	12.6	7,447	80.9
06–Southwest (AZ NM OK TX)	853	9.3	8,300	90.1
07–Rocky Mountains (CO ID MT UT WY)	391	4.2	8,691	94.4
08–Far West (AK CA HI NV OR WA)	512	5.6	9,203	100.0
09–Outlying Areas (AS GU MP PR VI)	4	#	9,207	100.0
Total	9,207	100.0		

# Rounds to zero.

**RESPONDENT STATUS**

RSTATUS	Frequency	Percent	Cumulative Frequency	Cumulative Percent
1–Respondent, with no imputed data	7,057	76.6	7,057	76.6
2–Respondent, with both reported and imputed data	1,851	20.1	8,908	96.8
3–Nonrespondent, with no imputed data	35	0.4	8,943	97.1
4–Nonrespondent, with imputed data	264	2.9	9,207	100.0
Total	9,207	100.0		

**STRUCTURE CHANGE CODE**

STATSTRU	Frequency	Percent	Cumulative Frequency	Cumulative Percent
00–No change from last year	8,913	96.7	8,913	96.7
01–Existing administrative entity or outlet absorbs another administrative entity or outlet	2	#	8,915	96.7
02–Newly created administrative entity or outlet	8	0.1	8,923	96.8
04–Move administrative entity or outlet to a newly created administrative entity or outlet	2	#	8,925	96.9
05–Merge two or more administrative entities or outlets to form a new administrative entity or outlet	0	0.0	8,925	96.9
08–Restore a closure	1	#	8,926	96.9
09–Restore a deletion	2	#	8,928	96.9
11–Outlet moved to a different previously existing administrative entity	0	0.0	8,928	96.9
13–Add and existing administrative entity or outlet not previously reported	1	#	8,929	96.9
22–Future administrative entity or outlet	0	0.0	8,929	96.9
23–Temporary closure	8	0.1	8,937	97.0
24–Restore a temporary closure	1	#	8,938	97.0
25–Survey nonrespondent	277	3.0	9,215	100.0
Total	9,215	100.0		

# Rounds to zero.

Note: Temporarily closed libraries are excluded from the published tables.

**NAME CHANGE CODE**

STATNAME	Frequency	Percent	Cumulative Frequency	Cumulative Percent
00–No change from last year	9,132	99.2	9,132	99.2
06–Official name change	20	0.2	9,152	99.4
14–Minor name change	55	0.6	9,207	100.0
Total	9,207	100.0		

**ADDRESS CHANGE CODE**

STATADDR	Frequency	Percent	Cumulative Frequency	Cumulative Percent
00–No change from last year	9,021	98.0	9,021	98.0
07–Moved to a new location	65	0.7	9,086	98.7
15–Minor address change	121	1.3	9,207	100.0
Total	9,207	100.0		

**LOCALE CODE (Based on AE Address)**

LOCALE	Frequency	Percent	Cumulative Frequency	Cumulative Percent
11–City, Large	100	1.1	100	1.1
12–City, Mid-size	139	1.5	239	2.6
13–City, Small	367	4.0	606	6.6
21–Suburb, Large	1,846	20.1	2,452	26.6
22–Suburb, Mid-size	235	2.6	2,687	29.2
23–Suburb, Small	198	2.2	2,885	31.3
31–Town, Fringe	509	5.5	3,394	36.9
32–Town, Distant	1,155	12.5	4,549	49.4



**LOCALE CODE (Based on AE Address)**

LOCALE	Frequency	Percent	Cumulative Frequency	Cumulative Percent
33–Town, Remote	712	7.7	5,261	57.1
41–Rural, Fringe	523	5.7	5,784	62.8
42–Rural, Distant	1,879	20.4	7,663	83.2
43–Rural, Remote	1,544	16.8	9,207	100.0
Total	9,207	100.0		

**LOCALE CODE (Based on Mode of Outlets in AE)**

LOCALE	Frequency	Percent	Cumulative Frequency	Cumulative Percent
11–City, Large	94	1.0	94	1.0
12–City, Mid-size	134	1.5	228	2.5
13–City, Small	320	3.5	548	6.0
21–Suburb, Large	1,877	20.4	2,425	26.3
22–Suburb, Mid-size	246	2.7	2,671	29.0
23–Suburb, Small	198	2.2	2,869	31.2
31–Town, Fringe	502	5.5	3,371	36.6
32–Town, Distant	1,122	12.2	4,493	48.8
33–Town, Remote	677	7.4	5,170	56.2
41–Rural, Fringe	507	5.5	5,677	61.7
42–Rural, Distant	1,955	21.2	7,632	82.9
43–Rural, Remote	1,575	17.1	9,207	100.0
Total	9,207	100.0		

**METROPOLITAN/MICROPOLITAN AREA FLAG**

MICROF	Frequency	Percent	Cumulative Frequency	Cumulative Percent
0-Metropolitan area	4,891	53.1	4,891	53.1
1-Micropolitan area	1,778	19.3	6,669	72.4
N-Not applicable	2,538	27.6	9,207	100.0
Total	9,207	100.0		

**GEOCODING MATCH STATUS**

GEOSTATUS	Frequency	Percent	Cumulative Frequency	Cumulative Percent
E- Matched	9,133	99.2	9,133	99.2
T- Tied	74	0.8	9,207	100.0
U- Unmatched	0	0.0	9,207	100.0
Total	9,207	100.0		

**GEOCODING MATCH TYPE**

GEOMTYPE	Frequency	Percent	Cumulative Frequency	Cumulative Percent
DISTANCEMARKER- A street address that represents the linear distance along a street, typically in kilometers or miles, from a designated origin location	2	#	2	#
MANUAL- Address manually matched to latitude/longitude	129	1.4	131	1.4
POINTADDRESS- A street address based on point locations that represent house and building locations	7,094	77.1	7,225	78.5
POSTAL- Postal (ZIP) code	6	0.1	7,231	78.5
STREETADDRESS- A street address that differs from PointAddress because the address number is interpolated from the range of address numbers for a given street segment	1,845	20.0	9,076	98.6
STREETADDRESSEXT- An interpolated street address match that is returned when the input address number exceeds the address number range for the matched street segment	25	0.3	9,101	98.8
STREETINT- A street address consisting of a street intersection along with city and optional state and postal code information	13	0.1	9,114	99.0
STREETNAME- Similar to a street address but without the address number	12	0.1	9,126	99.1
SUBADDRESS- A street address based on point locations that represent house and building subaddress locations. Typically, this is the most spatially accurate match.	81	0.9	9,207	100.0
Total	9,207	100.0		

# Rounds to zero.

**CLOSED OUTLETS DUE TO COVID-19**

C19CLOSE	Frequency	Percent	Cumulative Frequency	Cumulative Percent
M-Missing	282	3.1	282	3.1
Y-Yes	5,168	56.1	5,450	59.2
N-No	3,757	40.8	9,207	100.0
Total	9,207	100.0		

**PUBLIC SERVICES DURING COVID-19**

C19PUBSV	Frequency	Percent	Cumulative Frequency	Cumulative Percent
M-Missing	816	8.9	816	8.9
Y-Yes	6,831	74.2	7,647	83.1
N-No	1,560	16.9	9,207	100.0
Total	9,207	100.0		

**ELECTRONIC LIBRARY CARDS ISSUED DURING COVID-19**

C19ECD2	Frequency	Percent	Cumulative Frequency	Cumulative Percent
M-Missing	625	6.8	625	6.8
Y-Yes	5,604	60.9	6,229	67.7
N-No	2,978	32.3	9,207	100.0
Total	9,207	100.0		

**REFERENCE SERVICE DURING COVID-19**

C19REFER	Frequency	Percent	Cumulative Frequency	Cumulative Percent
M-Missing	774	8.4	774	8.4
Y-Yes	6,795	73.8	7,569	82.2
N-No	1,638	17.8	9,207	100.0
Total	9,207	100.0		

**OUTSIDE SERVICE DURING COVID-19**

C19OUTSD	Frequency	Percent	Cumulative Frequency	Cumulative Percent
M-Missing	616	6.7	616	6.7
Y-Yes	7,236	78.6	7,852	85.3
N-No	1,355	14.7	9,207	100.0
Total	9,207	100.0		

**EXTERNAL WIFI ACCESS ADDED DURING COVID-19**

C19XWIF2	Frequency	Percent	Cumulative Frequency	Cumulative Percent
M-Missing	612	6.7	612	6.7
Y-Yes	5,828	63.3	6,440	69.9
N-No	2,767	30.1	9,207	100.0
Total	9,207	100.0		

**EXTERNAL WIFI ACCESS INCREASED DURING COVID-19**

C19XWIF3	Frequency	Percent	Cumulative Frequency	Cumulative Percent
M-Missing	633	6.9	633	6.9
Y-Yes	3,901	42.4	4,534	49.2
N-No	4,673	50.8	9,207	100.0
Total	9,207	100.0		

**STAFF RE-ASSIGNED DURING COVID-19**

C19STOTH	Frequency	Percent	Cumulative Frequency	Cumulative Percent
M-Missing	611	6.6	611	6.6
Y-Yes	1,000	10.9	1,611	17.5
N-No	7,596	82.5	9,207	100.0
Total	9,207	100.0		

## Appendix J: Distributions of Continuous Variables in Public Library Administrative Entity Data File (PLS\_FY21\_AE\_pud21i)

All distributions exclude temporarily closed libraries and are rounded.

Variable	Label	N	Mean	Median	Minimum	Maximum
POPU_LSA	POPULATION OF LSA	9,171	35,828.0	7,350.0	12.0	4,507,419.0
POPU_UND	UNDUPLICATED POP OF LSA	9,171	34,975.3	7,165.0	12.0	3,923,341.0
CENTLIB	# OF CENTRAL LIBRARIES	9,207	1.0	1.0	0.0	1.0
BRANLIB	# OF BRANCH LIBRARIES	9,207	0.8	0.0	0.0	92.0
BKMOB	# OF BOOKMOBILES	9,207	0.1	0.0	0.0	16.0
MASTER	ALA-MLS STAFF	9,187	3.7	0.8	0.0	460.3
LIBRARIA	TOTAL LIBRARIANS	9,187	5.5	1.9	0.0	519.8
OTHPAID	ALL OTHER PAID STAFF	9,187	9.6	1.6	0.0	1,509.7
TOTSTAFF	TOTAL PAID EMPLOYEES	9,187	15.1	3.9	0.0	1,970.1
LOGVGT	LOCAL GOVERNMENT REVENUE	9,185	1,409,621.7	209,498.0	0.0	201,816,670.0
STGVT	STATE GOVERNMENT REVENUE	9,187	115,019.2	4,670.0	0.0	46,653,398.0
FEDGVT	FEDERAL GOVERNMENT REVENUE	9,186	12,574.2	0.0	0.0	4,221,163.0
OTHINCM	OTHER OPERATING REVENUE	9,187	97,305.8	12,086.0	0.0	137,775,885.0
TOTINCM	TOTAL OPERATING REVENUE	9,185	1,634,312.7	271,752.0	0.0	366,868,764.0
SALARIES	SALARIES & WAGES EXP	6,009	1,049,191.3	294,326.0	0.0	139,237,926.0
BENEFIT	EMPLOYEE BENEFITS	6,009	415,171.5	84,937.0	0.0	72,344,355.0
STAFFEXP	TOTAL STAFF EXP	6,009	1,464,362.8	381,146.0	0.0	211,582,281.0
PRMATEXP	OP EXP FOR PRINT MAT	9,187	72,473.9	16,789.0	0.0	10,764,492.0
ELMATEXP	OP EXP FOR ELECTRONIC MAT	9,187	64,763.1	2,700.0	0.0	13,555,446.0
OTHMATEX	OP EXP FOR OTHER MAT	9,185	19,233.7	2,680.0	0.0	2,635,095.0
TOTEXPCO	TOTAL COLLECTION EXP	9,185	156,477.6	24,019.0	0.0	24,863,814.0
OTHOPEXP	OTHER OPERATING EXP	6,010	478,440.5	115,057.5	0.0	69,389,078.0
TOTOPEXP	TOTAL OPERATING EXP	9,184	1,446,166.0	246,400.5	0.0	305,835,173.0
LCAP_REV	LOCAL GOVT CAPITAL REVENUE	9,184	80,868.4	0.0	0.0	89,739,338.0

Variable	Label	N	Mean	Median	Minimum	Maximum
SCAP_REV	STATE GOVT CAPITAL REVENUE	9,184	8,631.6	0.0	0.0	6,500,000.0
FCAP_REV	FEDERAL GOVT CAPITAL REVENUE	9,184	724.6	0.0	0.0	750,000.0
OCAP_REV	OTHER CAPITAL REVENUE	9,184	34,777.7	0.0	0.0	36,396,614.0
CAP_REV	TOTAL CAPITAL REVENUE	9,184	125,002.3	0.0	0.0	89,739,338.0
CAPITAL	TOTAL CAPITAL EXPENDITURES	9,184	157,740.2	0.0	0.0	73,338,263.0
BKVOL	PRINT MATERIALS	9,186	72,057.4	26,989.5	0.0	22,168,629.0
EBOOK	ELECTRONIC BOOKS	9,184	113,968.6	41,154.0	0.0	2,189,199.0
AUDIO_PH	AUDIO - PHYSICAL UNITS	9,187	4,084.7	1,051.0	0.0	511,890.0
AUDIO_DL	AUDIO - DOWNLOADABLE UNITS	9,184	55,472.5	16,049.0	0.0	16,457,956.0
VIDEO_PH	VIDEO - PHYSICAL UNITS	9,186	7,243.7	2,503.0	0.0	525,571.0
VIDEO_DL	VIDEO - DOWNLOADABLE UNITS	9,184	4,877.1	112.5	0.0	663,182.0
TOTPHYS	TOTAL PHYSICAL ITEMS IN COLLECTION	7,978	87,051.40	31,350.5	0.0	24,398,658.0
OTHPHYS	OTHER CIRCULATING PHYSICAL ITEMS	7,609	1,185.60	51.0	0.0	1,645,497.0
EC_LO_OT	LOCAL/OTHER ELECTRONIC COLLECTIONS	9,186	11.3	3.0	0.0	4,111.0
EC_ST	STATE ELECTRONIC COLLECTIONS	9,186	42.3	40.0	0.0	114.0
ELECCOLL	TOTAL ELECTRONIC COLLECTIONS	9,186	53.6	51.0	0.0	4,174.0
HRS_OPEN	PUBLIC SERV HRS/YR	8,787	3,078.40	1,976.00	0.0	198,400.0
VISITS	LIBRARY VISITS	9,183	45,463.9	11,110.0	0.0	6,722,578.0
REFERENC	REFERENCE TRANS	9,183	11,766.1	1,561.0	0.0	2,399,590.0
REGBOR	REGISTERED USERS	9,185	17,349.3	3,154.0	0.0	2,696,713.0
TOTCIR	TOTAL CIRCULATION	9,182	169,384.7	26,207.5	0.0	17,408,320.0
KIDCIRCL	CIRCULATION OF KIDS MATERIALS	9,182	55,590.0	7,445.0	0.0	5,778,440.0
ELMATCIR	CIRCULATION OF ELECTRONIC MATERIALS	9,182	50,543.3	4,684.5	0.0	12,223,192.0
PHYSCIR	PHYSICAL ITEM CIRCULATION	9,186	118,790.3	20,316.5	0.0	12,717,585.0
ELINFO	SUCCESSFUL RETRIEVAL OF ELECTRONIC INFORMATION	9,181	51,026.4	172.0	0.0	51,887,127.0
ELCONT	ELECTRONIC CONTENT USE	9,180	101,586.3	5,838.0	0.0	53,081,484.0
TOTCOLL	TOTAL COLLECTION USE	9,180	220,453.5	27,907.5	0.0	54,377,521.0
OTHPHCIR	CIRCULATION OF OTHER PHYSICAL ITEMS	7,446	4,263.0	105.0	0.0	2,112,428.0



Variable	Label	N	Mean	Median	Minimum	Maximum
LOANTO	INTER-LIBRARY LOANS OUT	9,183	6,993.5	555.0	0.0	706,516.0
LOANFM	INTER-LIBRARY LOANS RECEIVED	9,184	7,177.2	602.0	0.0	919,237.0
TOTPRO	TOTAL LIBRARY PROGRAMS	8,724	225.1	83.0	0.0	35,554.0
KIDPRO	TOTAL KIDS PROGRAMS	8,909	108.9	40.0	0.0	11,787.0
K0_5PRO	# OF SYNCHRONOUS PROGRAMS FOR KIDS 0-5	4,033	55.9	15.0	0.0	3,910.0
K6_11PRO	# OF SYNCHRONOUS PROGRAMS FOR KIDS 6-11	4,021	45.7	11.0	0.0	3,424.0
YAPRO	TOTAL YOUNG ADULT PROGRAMS	8,674	24.1	3.0	0.0	4,730.0
ADULTPRO	# OF SYNCHRONOUS PROGRAMS FOR ADULTS 19+	6,098	80.8	16.0	0.0	19,037.0
GENPRO	# OF SYNCHRONOUS GENERAL INTEREST PROGRAMS	6,096	19.1	1.0	0.0	8,928.0
ONPRO	# OF SYNCHRONOUS IN-PERSON ONSITE PROGRAMS	4,754	127.4	34.0	0.0	10,696.0
OFFPRO	# OF SYNCHRONOUS IN-PERSON OFFSITE PROGRAMS	4,756	18.7	0.0	0.0	2,381.0
VIRPRO	# OF SYNCHRONOUS VIRTUAL PROGRAMS	5,339	86.0	2.0	0.0	10,878.0
TOTATTEN	TOTAL PROGRAM ATTENDANCE	8,621	4,760.7	1,083.0	0.0	666,661.0
KIDATTEN	KIDS PROGRAM ATTENDANCE	8,610	2,563.2	554.0	0.0	302,897.0
K0_5ATTEN	ATTENDANCE AT SYNCHRONOUS PROGRAMS FOR KIDS 0-5	3,964	1,239.0	163.0	0.0	130,824.0
K6_11ATTEN	ATTENDANCE AT SYNCHRONOUS PROGRAMS FOR KIDS 6-11	3,958	1,313.0	178.0	0.0	225,563.0
YAATTEN	YOUNG ADULT PROGRAM ATTENDANCE	8,606	295.3	15.0	0.0	101,787.0
ADULTATTEN	ATTENDANCE AT SYNCHRONOUS PROGRAMS FOR ADULTS 19+	6,045	1,383.8	168.0	0.0	261,977.0
GENATTEN	ATTENDANCE AT SYNCHRONOUS GENERAL INTEREST PROGRAMS	6,049	803.1	11.0	0.0	599,539.0
ONATTEN	SYNCHRONOUS IN-PERSON ONSITE PROGRAM ATTENDANCE	4,517	2,485.6	448.0	0.0	260,812.0
OFFATTEN	SYNCHRONOUS IN-PERSON OFFSITE PROGRAM ATTENDANCE	4,518	558.2	0.0	0.0	53,619.0

<b>Variable</b>	<b>Label</b>	<b>N</b>	<b>Mean</b>	<b>Median</b>	<b>Minimum</b>	<b>Maximum</b>
VIRATTEN	SYNCHRONOUS VIRTUAL PROGRAM ATTENDANCE	5,079	2,075.9	0.0	0.0	638,609.0
TOTPRES	TOTAL ASYNCHRONOUS PROGRAM PRESENTATIONS	7,491	113.3	1.0	0.0	463,938.0
TOTVIEWS	TOTAL VIEWS OF ASYNCHRONOUS PRESENTATIONS WITHIN 7 DAYS	7,219	4,745.1	0.0	0.0	6,827,869.0
GPTERMS	INTERNET COMPUTERS USED BY GEN PUBLIC	8,940	29.5	9.0	0.0	2,886.0
PITUSR	PUBLIC INTERNET COMPUTER USES PER YEAR	9,182	5,771.4	1,096.5	0.0	1,484,987.0
WIFISESS	WIRELESS SESSIONS	7,400	31,308.3	2,977.5	0.0	27,836,110.0
WEBVISIT	TOTAL VISITS (SESSIONS) TO LIBRARY WEBSITE	7,111	160,323.0	14,283.0	0.0	22,722,256.0
CNTYPOP	COUNTY POPULATION	9,203	348,592.1	65,697.0	258.0	9,829,544.0
GEOSCORE	MATCH SCORE	9,207	99.8	100.0	83.9	100.0

Note: These are distributional characteristics of the file after all imputations and suppressions have been applied. Fields coded with -1 (nonresponse, not imputed) and fields with coded with -9 (suppressed data) are excluded from the distributions; SALARIES, BENEFITS, STAFFEXP, and OTHOPEXP are suppressed for 3,197 records. In some states with several small libraries, the characteristics of the suppressed and unsuppressed files could be very different.

## Appendix K: Frequencies and Distributions of Selected Variables in Public Library Outlet Data File (PLS\_FY21\_Outlet\_pud21i)

All frequencies and distributions, except for Status Structure Code (STATSTRU), exclude temporarily closed outlets. All percentages are rounded.

C_OUT_TY	OUTLET TYPE		Cumulative Frequency	Cumulative Percent
	Frequency	Percent		
BM-Books-by-Mail Only	1	#	1	#
BR-Branch Library	7,721	44.4	7,722	44.5
BS-Bookmobile(s)	617	3.6	8,339	48.0
CE-Central Library	9,032	52.0	17,371	100.0
Total	17,371	100.00		

# Rounds to zero.

**STRUCTURE CHANGE CODE**

STATSTRU	Frequency	Percent	Cumulative Frequency	Cumulative Percent
00–No change from last year	16,951	97.3	16,951	97.3
01–Existing administrative entity or outlet absorbs another administrative entity or outlet	0	0.0	16,951	97.3
02–Newly created administrative entity or outlet	68	0.4	17,019	97.7
04–Move administrative entity or outlet to a newly created administrative entity or outlet	6	#	17,025	97.7
05–Merge two or more administrative entities or outlets to form a new administrative entity or outlet	2	#	17,027	97.7
08–Restore a closure	3	#	17,030	97.7
09–Restore a deletion	5	#	17,035	97.8
11–Outlet moved to a different previously existing administrative entity	6	#	17,041	97.8
13–Add and existing administrative entity or outlet not previously reported	2	#	17,043	97.8
22–Future administrative entity or outlet	0	0.0	17,043	97.8
23–Temporary closure	55	0.3	17,098	98.1
24–Restore a temporary closure	20	0.1	17,118	98.2
25–Survey nonrespondent	308	1.8	17,426	100.0
Total	17,426	100.0		

# Rounds to zero.

Note: Closed and temporarily closed libraries are excluded from the published tables.

**NAME CHANGE CODE**

STATNAME	Frequency	Percent	Cumulative Frequency	Cumulative Percent
00–No change from last year	17,157	98.8	17,157	98.8
06–Official name change	102	0.6	17,259	99.4
14–Minor name change	112	0.6	17,371	100.0
Total	17,371	100.0		

**ADDRESS CHANGE CODE**

STATADDR	Frequency	Percent	Cumulative Frequency	Cumulative Percent
00–No change from last year	16,990	97.8	16,990	97.8
07–Moved to a new location	121	0.7	17,111	98.5
15–Minor address change	260	1.5	17,371	100.0
Total	17,371	100.0		

**LOCALE CODE**

LOCALE	Frequency	Percent	Cumulative Frequency	Cumulative Percent
11–City, Large	1,600	9.2	1,600	9.2
12–City, Mid-size	704	4.1	2,304	13.3
13–City, Small	758	4.4	3,062	17.6
21–Suburb, Large	3,637	20.9	6,699	38.6
22–Suburb, Mid-size	530	3.1	7,229	41.6
23–Suburb, Small	357	2.1	7,586	43.7
31–Town, Fringe	846	4.9	8,432	48.5
32–Town, Distant	1,692	9.7	10,124	58.3
33–Town, Remote	960	5.5	11,084	63.8
41–Rural, Fringe	954	5.5	12,038	69.3
42–Rural, Distant	3,134	18.0	15,172	87.3
43–Rural, Remote	2,199	12.7	17,371	100.0
M–Missing	0	0.0	17,371	100.0
Total	17,371	100.0		

**BEA REGION CODE**

OBEREG	Frequency	Percent	Cumulative Frequency	Cumulative Percent
01–New England (CT ME MA NH RI VT)	1,451	8.4	1,451	8.4
02–Mid East (DE DC MD NJ NY PA)	2,441	14.1	3,892	22.4
03–Great Lakes (IL IN MI OH WI)	3,144	18.1	7,036	40.5
04–Plains (IA KS MN MO NE ND SD)	2,214	12.7	9,250	53.2
05–Southeast (AL AR FL GA KY LA MS NC SC TN VA WV)	3,836	22.1	13,086	75.3
06–Southwest (AZ NM OK TX)	1,455	8.4	14,541	83.7
07–Rocky Mountains (CO ID MT UT WY)	766	4.4	15,307	88.1

**BEA REGION CODE**

OBereg	Frequency	Percent	Cumulative Frequency	Cumulative Percent
08–Far West (AK CA HI NV OR WA)	2,044	11.8	17,351	99.9
09–Outlying Areas (AS GU MP PR VI)	20	0.1	17,371	100.0
Total	17,371	100.0		

**METROPOLITAN/MICROPOLITAN AREA FLAG**

MICROF	Frequency	Percent	Cumulative Frequency	Cumulative Percent
0–Metropolitan area	11,125	64.0	11,125	64.0
1–Micropolitan area	2,641	15.2	13,766	79.2
N–Not applicable	3,605	20.8	17,371	100.0
Total	17,371	100.0		

**GEOCODING MATCH STATUS**

GEOSTATUS	Frequency	Percent	Cumulative Frequency	Cumulative Percent
E–Matched	17194	99.0	17194	99.0
T–Tied	177	1.0	17371	100.0
U–Unmatched	0	0.0	17,371	100.0
Total	17,371	100.0		

### GEOCODING MATCH TYPE

GEOMTYPE	Frequency	Percent	Cumulative Frequency	Cumulative Percent
DISTANCEMARKER- A street address that represents the linear distance along a street, typically in kilometers or miles, from a designated origin location	3	#	3	#
LOCALITY- A place name representing a populated place such as a city or neighborhood	3	#	6	#
MANUAL- Address manually matched to latitude/longitude	270	1.6	276	1.6
POI- Points of interest, for example, administrative placenames, businesses, landmarks, and geographic features	6	#	282	1.6
POINTADDRESS- A street address based on point locations that represent house and building locations	13,475	77.6	13,757	79.2
POSTAL- Postal (ZIP) code	19	0.1	13,776	79.3
POSTALLOC- A combination of postal (ZIP) code and city name	1	#	13,777	79.3
STREETADDRESS- A street address that differs from PointAddress because the address number is interpolated from the range of address numbers for a given street segment	3,271	18.8	17,048	98.1
STREETADDRESSEXT- An interpolated street address match that is returned when the input address number exceeds the address number range for the matched street segment	53	0.3	17,101	98.4
STREETINT- A street address consisting of a street intersection along with city and optional state and postal code information	30	0.2	17,131	98.6
STREETNAME- Similar to a street address but without the address number	85	0.5	17,216	99.1
SUBADDRESS- A street address based on point locations that represent house and building subaddress locations. Typically, this is the most spatially accurate match	155	0.9	17,371	100.0
Total	17,371	100.0		

# Rounds to zero.



### Distributions of Continuous Variables

Variable	Label	N	Mean	Median	Minimum	Maximum
SQ_FEET	SQUARE FOOTAGE OF OUTLET	16,612	12,919.1	6,900.0	30.0	970,000.0
L_NUM_BM	NUMBER OF BOOKMOBILES IN BOOKMOBILE SERV	17,371	0.0	0.0	0.0	16.0
HOURS	PUBLIC SERVICE HOURS PER YEAR	16,870	1,645.4	1,720.0	0.0	5,704.0
WKS_OPEN	NUMBER OF WEEKS AN OUTLET IS OPEN	16,901	40.5	50.0	0.0	53.0
CNTYPOP	COUNTY POPULATION	17,371	623368.3	128657.0	258.0	9829544.0
GEOSCORE	MATCH SCORE	17,371	99.8	100.0	83.9	100.0
C19WKSCL	NUMBER OF WEEKS AN OUTLET CLOSED DUE TO COVID-19	16,378	9.1	0.0	0.0	53.0
C19WKSLO	NUMBER OF WEEKS AN OUTLET HAD LIMITED OCCUPANCY DUE TO COVID-19	16,238	13.6	4.0	0.0	53.0

Note: Fields coded with -1 (nonresponse, not imputed) or -4 (not applicable) were excluded from the distributions. Missing data for SQ\_FEET were imputed where prior year data was available.

