

Attachment A

Museum Public Finance

Web-based Questionnaire

[Opening page of web based survey]

Thank you for your interest in the Museum Public Finance survey. This study, which is supported by the Institute of Museum and Library Services, will examine the role of funding mechanisms in the maintenance and development of museum services. Your institution was selected as part of a national random sample of museums to measure the amount and types of public funding received by museums, what the funds are used for and how important these funds are to your budgets and programs.

This survey will take about 25 minutes. Your answers will be kept confidential. Neither your name nor your institution's name will be linked to any of your responses and nothing you say will affect current or future funding from IMLS or other federal agencies.

[Click here to begin the Museum Public Finance survey.](#)

[Begin web based survey on separate page.]

Section 1: Institutional information

Please type in the name of your institution: _____

Street Address: _____

City: _____

State: _____

Please check which ONE of the following descriptions best describes your institution: (please select only one):

- | | |
|-------------------------------|--------------------------------------|
| a. Aquarium | h. Natural history museum |
| b. Arboretum/botanical garden | i. Nature center |
| c. Art museum | j. Planetarium |
| d. Children's/Youth Museum | k. Science/ Technology Center/Museum |
| e. Historic house/Site | l. Zoo |
| f. History museum | m. Other: Please specify _____ |
| g. Historical society | |

Which of the following most closely describes your institution's governance? (*select one*)

- a. College, university or other academic entity
- b. Non-profit, non-governmental organization or foundation
- c. Corporate or for-profit organization
- d. Federal
- e. State
- f. Local (county or municipal)
- g. Tribal
- Other specify _____

If you are controlled by a college, university, or other academic entity, which of the following most closely describes your governance? (*select one*)

- a. Private college or university
- b. State college or university
- c. County or municipal college or university
- d. Other, please specify: _____
- e. Not applicable (not controlled by an academic entity)

Please indicate the number of staff paid staff positions as of Sept. 1, 2007. If none, please select zero:

- a. Full-time paid positions _____
- b. Part-time paid positions _____

Does your institution own collections (living or non-living) or manage such collections belonging to others on an ongoing basis?

- Yes
- No

How many **visitors or users** did you serve last year? Indicate "0" if you had no visitors or users in a category.

Number of visitors or users

- a. On site _____
- b. Off site (*e.g., traveling exhibitions, bookmobiles, educational programs*) _____
- c. Electronic (*e.g., visits to Web site, electronic distribution lists, electronic discussion groups*) _____

Don't know

Section 2: Income and Expenses (for most recent fiscal year)

What is the most recently completed fiscal year?

- 2005
- 2006
- Other: _____

OPERATING INCOME AND EXPENSES

Please indicate your institution's total operating income and operating expenses for the most recent fiscal year?

- a. Operating income _____
- b. Operating expenses _____

Please break out your total operating income for the most recently completed fiscal year for the following categories: [Approximate estimates are ok]

- a. Total funds from **private sources** (monies provided by private foundations, your parent organization corporations, fundraising, etc.) \$_____ or _____%
 None
- b. Total funds from **earned income** (monies shop sales, admission, food service, facility rental, memberships, etc.) \$_____ None
- c. Total funds from **investment income** used for operational \$_____ None

expense (e.g. spending policy, capital gains, dividends and interests)

- d. Total funds from **government sources** (monies provided directly by federal, state, local or tribal governments) \$_____ O None

[If an amount was listed for “d - government sources”, respondents will be asked the following question]

Please break out the total funds received by government by the following sources:

1. Funding from federal government: O Yes (amount= \$_____) O No
2. Funding from state government: O Yes (amount= \$_____) O No
3. Funding from local government (city, county, township): O Yes (amount= \$_____) O No
4. Funding from tribal government: O Yes (amount= \$_____) O No

NON-OPERATING INCOME AND EXPENSES

Please indicate your institution’s total **non-operating income** and **non-operating expenses** for the most recent fiscal year?

- c. Non-operating income _____
d. Non-operating expenses _____

Please list your total capital expenditures for the most recently completed fiscal year:
\$_____

Does your institution own the building(s) in which it operates?
O Yes O No

If No, does the parent company own the building?
O Yes O No O I Don’t Know

If No, do you pay rent?
O Yes O No O I Don’t Know

Are you currently engaged in a capital campaign? O Yes O No

Section 3: Public Funding Section

Has your institution ever applied for support from **local government** (city, county, township) to support museum programs or services in the last 3 years?

- O Yes O No O No **local government** museum funding available [skips to state quest.]
[skips to state quest.] [skips to state quest.]

If Yes, which types of activities do your **local government** museum programs or funding initiatives support?

(Check all that apply)

- a. Museum-related activities (collections care, exhibits, research, programs, education)
- b. Management and general expenses (administrative, maintenance, other (non-programmatic) operating expenses)
- c. Capital improvements/expenditures or new construction

Are there local option taxes in your area that that provide support to museums in any of the following categories?

- a. program services Yes No I Don't Know
- b. museums operations Yes No I Don't Know
- c. capital expenditures Yes No I Don't Know

Does your institution receive regular support (annual or semi-annual) from local government sources for the non-operating expenditures?

Yes No

If yes, what was the nature of the support?

- Direct financial (amount= \$_____)
- Donation of land (estimated value= \$_____)
- Donation of building (estimated value= \$_____)
- Other Please describe:_____

Has your institution applied for support from **state government** to support museum programs or services in the last 3 years?

- Yes
- No [skips to federal quest.]
- No **state government** museum funding available [skips to federal quest.]

If Yes, which types of activities do your **state government** museum programs or funding initiatives support? (Check all that apply)

- d. Museum-related activities (collections care, exhibits, research, programs, education)
- e. Management and general expenses (administrative, maintenance, other (non-programmatic) operating expenses)
- f. Capital improvements/expenditures or new construction

Does your state government have low interest loan programs for...

- a. program services Yes No I Don't Know
- b. museums operations Yes No I Don't Know
- c. capital expenditures Yes No I Don't Know

Does your institution receive regular support (annual or semi-annual) from state government sources for the non-operating expenditures?

Yes No

If yes, what was the nature of the support?

- Direct financial (amount= \$_____)
- Donation of land (estimated value= \$_____)
- Donation of building (estimated value= \$_____)
- Other Please describe:_____

Has your institution EVER sought an earmark from the state government?

- Yes No I Don't Know

If yes, for what purpose did you receive funds?

- Capital construction
 Conservation of collection
 Other _____

If No, are direct earmarks are an option available to museums in your state?

- Yes No I Don't Know

Has your institution sought an earmark from the state government in the last 3 years?

- Yes
 No

Has your institution made an application, whether successful or unsuccessful to a **federal government** agency in the last 3years?

- Yes No I Don't Know

If Yes, which agencies?

- Institute for Museum and Library Services
 National Endowment for the Arts
 National Endowment for the Humanities
 Department of Education
 Department of Transportation (National Historic Bridges Program, etc.)
 National Science Foundation
 Department of Interior (National Park Service, etc.)
 Department of Housing and Urban Development
 Other: _____

Has your institution EVER sought a direct earmark from the federal government?

- Yes No I Don't Know

If yes, for what purpose did you seek these funds?

- Capital construction
 Conservation of collection
 Other _____

Has your institution sought a direct federal earmark in the last 3 years?

- Yes No I Don't Know

If yes, for what purpose did you seek these funds?

- Capital construction
 Conservation of collection

O Other _____

Who should we contact if we have questions regarding your responses?

Name: _____

Phone: _____

E-mail: _____

May we have permission to include the name of your institution on a published list of survey participants?
Your survey responses will not be linked to your name; results will be reported only in aggregate.

a. Yes b. No

Please return your survey by:

To: **Museum Survey of Public Support**

The Metro Center

The Urban Institute

2100 M Street NW

Washington, DC 20037

Fax: 202-###-####

If you have any questions about this survey, please contact: Carlos Manjarrez, The Urban Institute, via e-mail at cmanjarr@ui.urban.org

Thank you very much for completing the survey!

About the Institute of Museum and Library Services

The Institute of Museum and Library Services is the primary source of federal support for the nation's 122,000 libraries and 17,500 museums. The Institute's mission is to create strong libraries and museums that connect people to information and ideas. The Institute works at the national level and in coordination with state and local organizations to sustain heritage, culture, and knowledge; enhance learning and innovation; and support professional development. To learn more about the Institute, please visit www.ims.gov. For more information, including grant applications, contact IMLS at 1800 M Street, NW, 9th Floor, Washington, DC 20036-5802, phone 202-653-4657 or e-mail imlsinfo@imls.gov.

About the Urban Institute

The Urban Institute is a nonprofit, nonpartisan policy research and educational organization established in Washington, D.C., in 1968. Its staff investigates the social, economic, and governance problems confronting the nation and evaluates the public and private means to alleviate them. Through work that ranges from broad conceptual studies to administrative and technical assistance, Institute researchers contribute to the stock of knowledge available to guide decision-making in the public interest. To learn more about the Urban Institute, please visit www.urban.org. For information on the Museum Finance Study, contact Carlos Manjarrez, The Urban Institute, 2100 M Street, NW, Washington, DC 20037, 202-833-7200, cmanjarr@ui.urban.org, or www.urban.org.