## State Library Administrative Agency Survey, FY 2012

Edit Validation Reference Guide
Institute of Museum and Library Services
The Institute of Museum and Library Services is authorized under 20 U.S.C. Chapter 72 to fulfill the congressional mandate to carry out analyses of the impact of library services.

Please note: This reference guide is intended for informational purposes only. The information contained within this guide should not be used as a tool while completing the survey.

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 1 | 022 | FISCAL YEAR DATES $(022,023)$ invalid. Please report on fiscal year 2012. The start date should be prior to the end date. The reporting period should be a full year. | FISCAL YEAR STARTING DATE (022) is invalid. All data in this survey (except Parts B and I) are to be reported on the basis of State fiscal year 2011-2012. The start date should be prior to the end date. The reporting period should be a full year. | Fatal |
| 2 | 023 | FISCAL YEAR DATES $(022,023)$ invalid. Please report on fiscal year 2012. The start date should be prior to the end date. The reporting period should be a full year. | Year of FISCAL YEAR ENDING DATE (023) is invalid. All data in this survey (except Parts B and I) are to be reported on the basis of State fiscal year 2011-2012. | Fatal |
| 7 | 026 | Board or commission (026) is selected but methods of selection are blank, or vice versa. | Board or commission (026) is selected but APPOINTED BY GOVERNOR (027) and APPOINTED BY OTHER OFFICIAL (028) are blank. Or, (026) is blank and (027) or (028) is selected. | Fatal |
| 9 | 049a-e | ADMINISTRATION OF LSTA GRANTS (049a-e) cannot be contracted. | Contract was selected for ADMINISTRATION OF LSTA GRANTS (049) in any of columns a to e. Note: IMLS has indicated that states cannot contract out the administration of LSTA grants; the answer should be Directly if you provide this service. | Fatal |
| 10 | 049a | All SLAAs must directly administer LSTA grants. | Not Provided was selected for Administration of LSTA grants (049) in column a (public libraries). Note: This answer is not possible, as all SLAAs must directly administer LSTA grants in order to receive LSTA funds. | Fatal |
| 11 | 077b | TOTAL HOURS / WEEK (main or central outlet) (077b) is greater than 0 but is less than 32. | TOTAL HOURS / WEEK (main or central outlet) (077b) is greater than 0 but less than 32. | Explanation |
| 12 | 077b | TOTAL HOURS/WEEK (main or central outlet) (077b) are greater than 60. | TOTAL HOURS/WEEK (main or central outlet) (077b) are greater than 60. | Explanation |
| 13 | 078 | MONDAY-FRIDAY AFTER 5 P.M. hours (main or central outlet) (078) are greater than 12. | MONDAY-FRIDAY AFTER 5 P.M. hours (main or central outlet) (078) are greater than 12. | Explanation |
| 14 | 079 | SATURDAY AND SUNDAY hours (main or central outlet) (079) are greater than 16. | SATURDAY AND SUNDAY hours (main or central outlet) (079) are greater than 16. | Explanation |
| 15 | 029 | PART OF LARGER AGENCY (029) is selected but (031) is not selected Yes or No (does SLAA have board or commission). | PART OF LARGER AGENCY (029) is selected but (031) (does SLAA have board or commission) is not selected Yes or No. | Fatal |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 16 | 031 | BOARD OR COMMISSION (031) is selected "yes" but APPOINTED BY GOVERNOR (032) and/or APPOINTED BY OTHER OFFICIAL (033) are not selected (does your SLAA have a board or commission). | Yes to (031) (does SLAA have board or commission) but APPOINTED BY GOVERNOR (032) and APPOINTED BY OTHER OFFICIAL (033) are both blank. | Fatal |
| 17 | 083 | OTHER OUTLETS number (083) is too small compared to user group numbers in column b of (086) to (090). | OTHER OUTLETS (083) is less than largest number in column b of user groups (086) to (090). | Explanation |
| 18 | 084 | BOOKMOBILES number (084) is too small compared to user group numbers in column c of (086) to (090). | BOOKMOBILES (084) is less than largest number in column c of user groups, (086) to (090) and not equal to sum of column c. | Explanation |
| 20 | 082 | MAIN OR CENTRAL OUTLET (082) does not serve STATE GOVERNMENT EMPLOYEES (089) and GENERAL PUBLIC (090). | MAIN OR CENTRAL OUTLET (082) is greater than 0 but column a of STATE GOVERNMENT EMPLOYEES (089) and GENERAL PUBLIC (090) is less than or equal to 0 . | Explanation |
| 21 | 107 | Have FEDERAL DEPOSITORY LIBRARY (107) but REGIONAL (108) and SELECTIVE (109) are selected No. | Have FEDERAL DEPOSITORY LIBRARY (107) but REGIONAL (108) and SELECTIVE (109) are selected No. Enter Yes to (108) or (109) to designate type. | Fatal |
| 22 | 110 | Annual CIRCULATION (110) per annual LIBRARY VISITS (114) is lower than expected. Please check both and update or explain. Please check for possible errors or explain why the correct data are out of range. | Annual CIRCULATION per annual LIBRARY VISITS less than 75\% of last year, and the prior year to current year change is greater than 0.5 . Perform edit only when both items' current year values are greater than 0. | Explanation |
| 23 | 110 | Annual CIRCULATION (110) per annual LIBRARY VISITS (114) is higher than expected. Please check both and update or explain. Please check for possible errors or explain why the correct data are out of range. | Annual CIRCULATION (110) per annual LIBRARY VISITS (114) is greater than 8. Note: Perform edit only when both items current year values are greater than 0. | Explanation |
| 24 | 113 | The amount of REFERENCE TRANSACTIONS (113) per LIBRARY VISIT (114) is higher than expected. | Annual REFERENCE TRANSACTIONS (113) per annual LIBRARY VISITS (114) is greater than 3.0. Note: If prior year ratio is greater than 3.0, dont flag. Perform edit only when both items current year values are greater than 0. | Explanation |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit <br> Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 25 | 117 | Continuing education programs: NUMBER OF EVENTS (117) is greater than TOTAL ATTENDANCE AT EVENTS (118). | Continuing education programs: The NUMBER OF EVENTS (117) is greater than the TOTAL ATTENDANCE AT EVENTS (118). | Explanation |
| 26 | 117 | NUMBER OF EVENTS (117) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | Continuing Education EVENTS(117) not 25\% to $225 \%$ of last year, and the prior year to current year change is greater than + or - 50. Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 27 | 118 | ATTENDANCE AT EVENTS (118) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | ATTENDANCE AT EVENTS (118) not 50\% to 200\% of last year, and the prior year to current year change is greater than + or -1000 . Note: Run this edit only when values are greater than 0 for current and prior year. | Explanation |
| 28 | 118 | ATTENDANCE AT EVENTS (118) per NUMBER OF EVENTS (117) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | (118)/(117) Average Attendance at Continuing Education Events and the change from prior year average to current year average is greater than + or - 50. Note: Divide ATTENDANCE AT EVENTS (118) by Continuing Education EVENTS (117). | Explanation |
| 29 | 189a | TOTAL FEDERAL EXPENDITURES (189) in column a must be greater than 0 . | TOTAL FEDERAL EXPENDITURES (189) in column a must be greater than 0. | Explanation |
| 30 | 189b | TOTAL STATE EXPENDITURES (189) in column b must be greater than 0. | TOTAL STATE EXPENDITURES (189) in column b must be greater than 0. | Explanation |
| 31 | 119d | ADMINISTRATION (119d) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | ADMINISTRATION (119d) not 50\% to $125 \%$ of last year, and the prior year to current year change is greater than + or -2 . Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 32 | 120d | LIBRARY DEVELOPMENT (120d) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | LIBRARY DEVELOPMENT (120d) not 50\% to 125\% of last year, and the prior year to current year change is greater than + or -2 . Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit <br> Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 33 | 077a | TOTAL HOURS / WEEK (077a) are provided, but TOTAL OUTLETS (085) is not, or vice versa. | TOTAL HOURS/WEEK (all SLAA outlets) (077a) is greater than 0 but TOTAL OUTLETS (085) is -1 or 0 . Or, TOTAL HOURS/WEEK (all SLAA outlets) (077a) is -1 or 0 but TOTAL OUTLETS (085) is greater than 0. | Fatal |
| 34 | 077b | Have public service hours (077b) to (079) but no public outlets (089) and (090), or vice versa. | TOTAL HOURS/WEEK (main or central outlet) (077b), or MONDAYFRIDAY AFTER 5:00 P.M. (078), or SATURDAY AND SUNDAY (079) is greater than 0, and STATE GOVERNMENT EMPLOYEES (089) and GENERAL PUBLIC (090) outlets is -1 or 0 in column a. Or, (089) or (090) is greater than 0 in column a, and (077b) to (079) are all -1 or 0. | Fatal |
| 35 | 121d | LIBRARY SERVICES (121d) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | LIBRARY SERVICES (121d) not 50\% to $125 \%$ of last year, and the prior year to current year change is greater than + or -2 . Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 36 | 122d | OTHER SERVICES (122d) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | OTHER SERVICES (122d) not 75\% to 125\% of last year, and the prior year to current year change is greater than + or -2 . Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 37 | 123d | TOTAL STAFF (123d) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | TOTAL STAFF (123d) not 50\% to 125\% of last year, and the prior year to current year change is greater than + or -2 . Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 42 | 173d | SALARIES AND WAGES (173) are less than or equal to EMPLOYEE BENEFITS (174). | SALARIES AND WAGES (173) in column d is less than or equal to EMPLOYEE BENEFITS (174) in column d. | Explanation |
| 43 | 188a | OTHER EXPENDITURES (188a) from federal sources equals the sum of TOTAL OPERATING EXPENDITURES (178a), TOTAL FINANCIAL ASSISTANCE (186a), CAPITAL OUTLAY (187a) from federal sources. This row should not be a summation of the preceeding rows. Please check for possible errors or explain why the correct data are out of range. | TOTAL OPERATING EXPENDITURES (178) + TOTAL FINANCIAL ASSISTANCE (186) + CAPITAL OUTLAY (187) in column a = OTHER EXPENDITURES (188) in column a. | Fatal |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit <br> Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 44 | 188b | OTHER EXPENDITURES (188b) from state sources equals the sum of TOTAL OPERATING EXPENDITURES (178b), TOTAL FINANCIAL ASSISTANCE (186b), CAPITAL OUTLAY (187b) from state sources. This row should not be a summation of the preceeding rows. Please check for possible errors or explain why the correct data are out of range. | TOTAL OPERATING EXPENDITURES (178) + TOTAL FINANCIAL ASSISTANCE (186) + CAPITAL OUTLAY (187) in column b = OTHER EXPENDITURES (188) in column b. | Fatal |
| 45 | 188c | OTHER EXPENDITURES (188c) from other sources equals the sum of TOTAL OPERATING EXPENDITURES (178c), TOTAL FINANCIAL ASSISTANCE (186c), CAPITAL OUTLAY (187c) from other sources. This row should not be a summation of the preceeding rows. Please check for possible errors or explain why the correct data are out of range. | TOTAL OPERATING EXPENDITURES (178) + TOTAL FINANCIAL ASSISTANCE (186) + CAPITAL OUTLAY (187) in column c = OTHER EXPENDITURES (188) in column c. | Fatal |
| 47 | 054a | Provide CONTINUING EDUCATION PROGRAMS (054) but NUMBER OF EVENTS (117) or TOTAL ATTENDANCE AT EVENTS (118) is -1 or 0 , or vice versa. | Directly or Contract to CONTINUING EDUCATION PROGRAMS (054) in any of columns a-e, but NUMBER OF EVENTS (117) or TOTAL ATTENDANCE AT EVENTS (118) is -1 or 0 . Or, Not Provided to (054) in all of columns a-e, but (117) or (118) is greater than 0 . | Explanation |
| 48 | 049a | Provide ADMINISTRATION OF LSTA GRANTS (049) but no GRANTS AWARDED (115), or vice versa. | Directly or Contract to ADMINISTRATION OF LSTA GRANTS (049) in any of columns a-e but GRANTS AWARDED (115) is -1 or 0 . Or, Not Provided to (049) in all of columns a-e but (115) is greater than 0. | Explanation |
| 55 | 091 | Have collections (091) to (096) but no service transactions (110) to (114), or vice versa. | If any of collections (091) to (096) is greater than 0 , but service transactions (110) to (114) are each equal to -1 or 0 . Or, (091) to (096) are each equal to -1 or 0 , but any of (110) to (114) is greater than 0. | Explanation |
| 58 | 157 | Difference between TOTAL FEDERAL REVENUE (157) and TOTAL FEDERAL EXPENDITURES (189a) is greater than expected. Please check for possible errors or explain why the correct data are out of range. | TOTAL FEDERAL REVENUE (157) is less than 80\% or more than 120\% of TOTAL federal EXPENDITURES (189) in column a, and difference is greater than + or - 200,000. | Explanation |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 59 | 167 | Difference between state revenue for SLAA OPERATION (167) and TOTAL OPERATING EXPENDITURES (178b) from state funds is greater than expected. Please check for possible errors or explain why the correct data are out of range. | State revenue for SLAA OPERATION (167) is less than 70\% or more than $150 \%$ of TOTAL OPERATING EXPENDITURES (178) from state funds in column b. | Explanation |
| 60 | 168 | Difference between state revenue for STATE AID TO LIBRARIES (168) and FINANCIAL ASSISTANCE (186b) from state funds is greater than expected. Please check for possible errors or explain why the correct data are out of range. | STATE AID TO LIBRARIES revenue (168) is less than 70\% or more than $150 \%$ of TOTAL FINANCIAL ASSISTANCE (186) to libraries and library cooperatives from state funds in column b. Note: Run this edit only if STATE AID TO LIBRARIES revenue (168) is greater than 0. | Explanation |
| 61 | 170 | Difference between TOTAL STATE REVENUE (170) and TOTAL EXPENDITURES (189b) from state funds is greater than expected. Please check for possible errors or explain why the correct data are out of range. | TOTAL STATE REVENUE (170) is less than $80 \%$ or more than $120 \%$ of TOTAL EXPENDITURES (189) from state funds in column b, and difference is greater than + or $-200,000$. | Explanation |
| 62 | 172 | Difference between TOTAL REVENUE (172) and TOTAL EXPENDITURES (189d) is greater than expected. Please check for possible errors or explain why the correct data are out of range. | TOTAL REVENUE (172) is less than 90\% or more than 110\% of TOTAL EXPENDITURES (189) in column d, and difference is greater than + or 200,000. | Explanation |
| 66 | 154 | Difference between LSTA STATE PROGRAMS (154) revenue and TOTAL LSTA EXPENDITURES (193) or TOTAL LSTA EXPENDITURES (198) is greater than expected. Please check for possible errors or explain why the correct data are out of range. | LSTA STATE PROGRAMS revenue (154) less than 70\% or more than $125 \%$ of TOTAL LSTA EXPENDITURES (193). Or, LSTA STATE PROGRAMS revenue (154) less than $70 \%$ or more than $125 \%$ of TOTAL LSTA EXPENDITURES (198). | Explanation |
| 67 | 191 | GRANTS (191) expenditures, but no expenditures on INDIVIDUAL PUBLIC LIBRARIES (179) or LIBRARY COOPERATIVES SERVING PUBLIC LIBRARIES ONLY (180), or vice versa. | GRANTS (191) expenditures from LSTA is greater than 0 , but expenditures on both INDIVIDUAL PUBLIC LIBRARIES (179) and LIBRARY COOPERATIVES SERVING PUBLIC LIBRARIES ONLY (180) are 1 or 0 in column a. Or, (191) is -1 or 0 , and (179) or (180) is greater than 0 in column a. | Explanation |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit <br> Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 68 | 183a | Have SINGLE AGENCY OR LIBRARY PROVIDING STATEWIDE SERVICE (183) federal expenditures, but no expenditures for GRANTS (191). | SINGLE AGENCY OR LIBRARY PROVIDING STATEWIDE SERVICE (183) federal expenditures in column a are greater than 0 , but expenditures for GRANTS (191) are -1 or 0 . Note: If any LSTA funds are reported in (183), they must also be reported in GRANTS (191); DO NOT report them in STATEWIDE SERVICES (190). | Explanation |
| 69 | 183a | SINGLE AGENCY OR LIBRARY (183) federal expenditures are greater than GRANTS (191). | SINGLE AGENCY OR LIBRARY (183) expenditures from federal funds in column a are greater than expenditures for GRANTS (191). Note: (183) cannot be greater than (191) unless some or all of the expenditures are grants expenditures from federal funds other than LSTA. | Explanation |
| 70 | 189a | TOTAL EXPENDITURES (189) from federal funds are less than TOTAL LSTA EXPENDITURES (193). | TOTAL EXPENDITURES (189) from federal funds in column a are less than TOTAL LSTA EXPENDITURES (193). Note: (189) cannot be less than (193). | Fatal |
| 71 | 189a | TOTAL EXPENDITURES (189) from federal funds are less than TOTAL LSTA EXPENDITURES (198). | TOTAL EXPENDITURES (189) from federal funds in column a are less than TOTAL LSTA EXPENDITURES (198). Note: (189) cannot be less than (198). | Fatal |
| 72 | 082 | MAIN OR CENTRAL OUTLET (082) greater than 0 but sum of column a of user groups (086) to (090) is less than or equal to 0 , or vice versa. | MAIN OR CENTRAL OUTLET (082) is greater than 0 but main or central outlets reported in column a of user groups (086) to (090) are each equal to -1 or 0 . Or, MAIN OR CENTRAL OUTLET (082) is equal to 0 but any of main or central outlets reported in column a of user groups (086) to (090) is greater than 0. | Fatal |
| 73 | 083 | OTHER OUTLETS (083) greater than 0 but sum of column b of user groups (086) to (090) is less than or equal to 0. | OTHER OUTLETS (EXCLUDING BOOKMOBILES) (083) is greater than 0 but other outlets (excluding bookmobiles) reported in column b of user groups (086) to (090) are each equal to -1 or 0 . Or, OTHER OUTLETS (EXCLUDING BOOKMOBILES) (083) is equal to 0 but any of other outlets (excluding bookmobiles) reported in column b of user groups (086) to (090) is greater than 0. | Fatal |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 74 | 084 | BOOKMOBILES (084) greater than 0 but sum of column c of user groups (086) to (090) is less than or equal to 0. | BOOKMOBILES (084) is greater than 0 but bookmobiles reported in column c of user groups (086) to (090) are each equal to -1 or 0 . Or, BOOKMOBILES (084) is equal to 0 but any of bookmobiles (084) reported in column c of user groups (086) to (090) is greater than 0. | Fatal |
| 75 | 085 | TOTAL OUTLETS (085) greater than 0 but sum of column d of user groups (086) to (090) is less than or equal to 0 . | TOTAL OUTLETS (085) is greater than 0 but total outlets reported in column d of user groups (086) to (090) are each equal to -1 or 0 . Or, TOTAL OUTLETS (085) is equal to 0 but any of total outlets (085) reported in column d of user groups (086) to (090) is greater than 0. | Fatal |
| 77 | 184d | LIBRARY CONSTRUCTION (184) total expenditures are equal to CAPITAL OUTLAY (187) total expenditures. | LIBRARY CONSTRUCTION (184) expenditures in column d are equal to CAPITAL OUTLAY (187) expenditures in column d. (This edit check only applies when items 184 and item 187 are both >0.) | Explanation |
| 84 | 207 | Yes to ELECTRONIC NETWORK OPERATION (207) but No to ELECTRONIC NETWORK PLANNING OR MONITORING (206). | Yes to ELECTRONIC NETWORK OPERATION (207) but No to ELECTRONIC NETWORK PLANNING OR MONITORING (206). | Fatal |
| 85 | 107 | No to FEDERAL DEPOSITORY LIBRARY (107) but Yes to REGIONAL (108) or SELECTIVE (109). | No to FEDERAL DEPOSITORY LIBRARY (107) but Yes to REGIONAL (108) or SELECTIVE (109). Enter Yes to (107) if you have a REGIONAL (108) or SELECTIVE (109) Federal depository library. | Fatal |
| 86 | 108 | Yes to REGIONAL (108) and SELECTIVE (109). | Yes to REGIONAL (108) and SELECTIVE (109). Enter Yes to only one. | Fatal |
| 90 | 169 | OTHER STATE REVENUE (169) was expended and reported in Part K (items 173 to 189) incorrectly in Other column (c) instead of State column (b). | OTHER STATE REVENUE (169) was expended and reported in Part K (items 173 to 189) incorrectly in Other column (c) instead of State column (b). Expenditures of OTHER STATE REVENUE (169) must be reported in State column in Part K. (If the exact dollar figure reported in item 169 (Other state revenue) appears in any of items 173-189 in column c, it should trigger an edit message.) | Explanation |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit <br> Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 91 | 171 | OTHER REVENUE (171) greater than 0 but TOTAL EXPENDITURES (189) in Other column (c) equal 0 , or vice versa. | OTHER REVENUE (171) greater than 0 but TOTAL EXPENDITURES (189) in Other column (c) equal 0. Or, OTHER REVENUE (171) is less than or equal to 0 but TOTAL EXPENDITURES (189) in Other column (c) is greater than 0. | Explanation |
| 92 | 189c | TOTAL EXPENDITURES (189c) compared to OTHER REVENUE (171) in other sources has had a large change. Please check for possible errors or explain why the correct data are out of range. | TOTAL EXPENDITURES (189) in Other column (c) are less than $80 \%$ or more than $120 \%$ of OTHER REVENUE (171), and difference is greater than + or - 200,000. Note: Run this edit only if TOTAL EXPENDITURES in Other column (c) is greater than 0. | Explanation |
| 93 | 171 | OTHER REVENUE (171) was expended and reported in Part K (items 173 to 189) incorrectly in State column (b) instead of Other column (c). | OTHER REVENUE (171) was expended and reported in Part K (items 173 to 189) incorrectly in State column (b) instead of Other column (c). Expenditures of OTHER REVENUE (171) must be reported in Other column in Part K. If the exact dollar figure reported in item 171 (Other revenue) appears in any of items 173-189 in column b, it should trigger an edit message. | Explanation |
| 94 | 192 | LSTA ADMINISTRATION (192) or (197) expenditures greater than 0 but TOTAL OPERATING EXPENDITURES (178) from federal funds are less than or equal to 0 . | LSTA ADMINISTRATION (192) or (197) expenditures are greater than 0 but TOTAL OPERATING EXPENDITURES (178) from federal funds are less than or equal to 0 . | Fatal |
| 98 | 171 | OTHER REVENUE (171) compared to TOTAL REVENUE (172) is higher then expected. Please check for possible errors or explain why the correct data are out of range. | OTHER REVENUE (171) greater than 20\% of TOTAL REVENUE (172). Note: Report state revenue for any purpose other than SLAA operation or state aid to libraries as OTHER STATE REVENUE (169), not as OTHER REVENUE (171). For example, interagency transfers should be reported as OTHER STATE REVENUE (169), not as OTHER REVENUE (171). | Explanation |
| 99 | 188d | OTHER EXPENDITURES (188d) compared to TOTAL EXPENDITURES (189d) is higher then expected. Please check for possible errors or explain why the correct data are out of range. | OTHER EXPENDITURES (188) in column d are greater than 20 percent of TOTAL EXPENDITURES (189) in column d. | Explanation |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit <br> Code | Line <br> Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 100 | 192 | LSTA ADMINISTRATION (192) not equal to LSTA ADMINISTRATION (197). | LSTA ADMINISTRATION (192) expenditures, by type of expenditure, are not equal to LSTA ADMINISTRATION (197) expenditures, by use of expenditure. Note: (192) must equal (197). | Fatal |
| 101 | 193 | TOTAL LSTA EXPENDITURES (193) not equal to TOTAL LSTA EXPENDITURES (198). | TOTAL LSTA EXPENDITURES (193), by type of expenditure, are not equal to TOTAL LSTA EXPENDITURES (198), by use of expenditure. Note: (193) must equal (198). | Fatal |
| 102 | 153a | No to (153a) ACADEMIC LIBRARIES state funds and (153c) SPECIAL LIBRARIES state funds, but (181) OTHER INDIVIDUAL LIBRARIES in column $b$ is greater than 0. | No to (153a) ACADEMIC LIBRARIES state funds and (153c) SPECIAL LIBRARIES state funds, but (181) OTHER INDIVIDUAL LIBRARIES in column b is greater than 0 . Note: Do not report grants to school library media centers in (181)--report them in (185) instead. | Explanation |
| 103 | 220a | INTERNET WORKSTATIONS FOR GENERAL PUBLIC (220a) or (220b) but no GENERAL PUBLIC (090) outlets. | INTERNET WORKSTATIONS FOR GENERAL PUBLIC (220a) or (220b) are greater than 0 but GENERAL PUBLIC (090) outlets in column d is less than or equal to 0 . | Fatal |
| 104 | 178a | Sum of TOTAL OPERATING EXPENDITURES (178a), CAPITAL OUTLAY (187a), and OTHER EXPENDITURES(188a) from federal sources is less than the sum of STATEWIDE SERVICES (190) and LSTA ADMINISTRATION (192). | Sum of TOTAL OPERATING EXPENDITURES (178) + CAPITAL OUTLAY (187) + OTHER EXPENDITURES (188) in column a is less than sum of STATEWIDE SERVICES (190) + LSTA ADMINISTRATION (192). Note: All expenditures for statewide services (190) and LSTA administration (192) in Part L should also be reported in Part K, but DO NOT report them as financial assistance to libraries (items 179 to 186). | Fatal |
| 105 | 186a | TOTAL FINANCIAL ASSISTANCE (186) in column a is less than GRANTS (191). | TOTAL FINANCIAL ASSISTANCE (186) in column a is less than GRANTS (191). Note: All expenditures for grants to libraries (191) in Part L should also be reported under financial assistance to libraries (items 179 to 186) in Part K. | Fatal |
| 106 | 115 | GRANTS AWARDED (115) greater than 400. | GRANTS AWARDED (115) greater than 400. | Explanation |
| 109 | 118 | TOTAL ATTENDANCE AT EVENTS (118) greater than 6,000. | TOTAL ATTENDANCE AT EVENTS (118) greater than 6,000. | Explanation |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit <br> Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 111 | 223d | STATEWIDE DATABASE LICENSING (223) is greater than 0 and no user groups are reported, or vice versa. | STATEWIDE DATABASE LICENSING (223) in column d is greater than 0 and all user groups, items (224) through (229), are selected No. Or, STATEWIDE DATABASE LICENSING (223) in column d is less than or equal to 0 and one or more user groups, items (224) through (229), is selected Yes. | Explanation |
| 112 | 230 | REMOTE USER (230) is Yes and STATEWIDE DATABASE LICENSING (223) is less than or equal to 0 . | REMOTE USER (230) is Yes and STATEWIDE DATABASE LICENSING (223) is less than or equal to 0. | Explanation |
| 114 | 191 | GRANTS (191) not equal to TOTAL FINANCIAL ASSISTANCE (186a) minus LIBRARY CONSTRUCTION (184a) from federal sources. | GRANTS (191) not equal to TOTAL FINANCIAL ASSISTANCE (186) minus LIBRARY CONSTRUCTION (184) in column a. Item (191) should equal item (186) minus item (184) in column a unless federal funds other than LSTA/LSCA are included in item (186) in column a. | Explanation |
| 115 | 193 | TOTAL LSTA EXPENDITURES (193) compared to TOTAL EXPENDITURES (189a) from federal sources is lower then expected. Please check for possible errors or explain why the correct data are out of range. | TOTAL LSTA EXPENDITURES (193) are less than 70\% of TOTAL EXPENDITURES (189) of federal funds in column a. | Explanation |
| 116 | 223d | STATEWIDE DATABASE LICENSING (223d) compared to TOTAL EXPENDITURES (189d) from all sources is higher then expected. Please check for possible errors or explain why the correct data are out of range. | STATEWIDE DATABASE LICENSING (223) in column d is greater than 30 percent of TOTAL EXPENDITURES (189) in column d. | Explanation |
| 117 | 223a | STATEWIDE DATABASE LICENSING (223a) compared to TOTAL EXPENDITURES (189a) from federal sources is higher then expected. Please check for possible errors or explain why the correct data are out of range. | STATEWIDE DATABASE LICENSING (223) in column a is greater than 50 percent of TOTAL EXPENDITURES (189) in column a. | Explanation |
| 118 | 223b | STATEWIDE DATABASE LICENSING (223b) compared to TOTAL EXPENDITURES (189b) from state sources is higher then expected. Please check for possible errors or explain why the correct data are out of range. | STATEWIDE DATABASE LICENSING (223) in column b is greater than 30 percent of TOTAL EXPENDITURES (189) in column b. | Explanation |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit <br> Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 119 | 223c | STATEWIDE DATABASE LICENSING (223c) compared to TOTAL EXPENDITURES (189c) from other sources is higher then expected. Please check for possible errors or explain why the correct data are out of range. | STATEWIDE DATABASE LICENSING (223) in column c is greater than 30 percent of TOTAL EXPENDITURES (189) in column c. | Explanation |
| 120 | 194 | LIBRARY TECHNOLOGY, CONNECTIVITY AND SERVICES (194) expenditures are less than STATEWIDE DATABASE LICENSING (223) expenditures in column a. | LIBRARY TECHNOLOGY, CONNECTIVITY AND SERVICES (194) expenditures are less than STATEWIDE DATABASE LICENSING (223) expenditures in column a. | Explanation |
| 122 | 083 | OTHER OUTLETS (083) is greater than sum of user groups in column b of (086) to (090). Please check for possible errors or explain why the correct data is greater. | OTHER OUTLETS (083) is greater than sum of user group numbers in column b of (086) to (090). | Explanation |
| 123 | 084 | BOOKMOBILES (084) is greater than sum of user groups in column c of (086) to (090). Please check for possible errors or explain why the correct data is greater. | BOOKMOBILES (084) is greater than sum of user group numbers in column c of (086) to (090). | Explanation |
| 125 | 192 | LSTA ADMINISTRATION (192) compared to TOTAL LSTA EXPENDITURES (193) is higher then expected. Please check for possible errors or explain why the correct data are out of range. | LSTA ADMINISTRATION (192) expenditures greater than 5 percent of TOTAL LSTA EXPENDITURES (193). | Explanation |
| 126 | 170 | Sum of TOTAL STATE REVENUE (170) and OTHER REVENUE (171) is equal to TOTAL EXPENDITURES (189b) from state sources within + or - 1. Please check for possible errors or explain why the correct data are out of range. | TOTAL STATE REVENUE (170) + OTHER REVENUE (171) = TOTAL EXPENDITURES (189) in column $b$ (within + or -1 ). Expenditures of OTHER REVENUE (171) must be reported in Other column in Part K . Note: Execute this edit only if OTHER REVENUE (171) > 0 . | Explanation |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 127 | 192 | LSTA ADMINISTRATION (192) compared to LSTA STATE PROGRAM (154) revenue is greater than expected. Please check for possible errors or explain why the correct data are out of range. | LSTA ADMINISTRATION (192) expenditures are greater than 5 percent of LSTA STATE PROGRAM (154) revenue. This edit is a rough approximation of the LSTA requirement that the amount spent on LSTA administration cannot exceed the greater of: (a) 5 percent of the LSTA State Program allotment or (b) \$60,000. | Explanation |
| 128 | 077a | Average weekly hours open per outlet ((077a) divided by (085)) is less than 10. Please check for possible errors or explain why the correct data are out of range | (077a) / (085) Average hours open per outlet per week less than 10. Note: Divided TOTAL HOURS/WEEK (all outlets, regardless of whom they serve) (077a) by TOTAL OUTLETS (085). | Explanation |
| 129 | 077a | Average weekly hours open per outlet ((077a) divided by (085)) is greater than 70. Please check for possible errors or explain why the correct data are out of range | (077a) / (085) Average hours open per outlet per week greater than 70. Note: Divided TOTAL HOURS/WEEK (all outlets, regardless of whom they serve) (077a) by TOTAL OUTLETS (085). | Explanation |
| 130 | 077a | TOTAL HOURS/WEEK (all outlets, regardless of whom they serve) (077a) is less than or equal to TOTAL HOURS/WEEK (main or central outlet) (077b). | TOTAL HOURS/WEEK (all outlets, regardless of whom they serve) (077a) is less than or equal to TOTAL HOURS/WEEK (main or central outlet) (077b). Note: Run this edit only if main or central outlet (082) $>0$ and TOTAL OUTLETS (085) >= 2 . | Explanation |
| 131 | 082 | Only one outlet may be designated as the main or central outlet. | MAIN OR CENTRAL OUTLET (082), (086a), (087a), (088a), (089a), or (090a) greater than 1. Note: Only 1 outlet may be designated as the main or central outlet. | Fatal |
| 137 | 152 | Yes to (152) SLAA administration of all PUBLIC LIBRARY state funds, but INDIVIDUAL PUBLIC LIBRARIES (179) and LIBRARY COOPERATIVES SERVING PUBLIC LIBRARIES ONLY (180) in column b are both equal to 0 . | Yes to (152) SLAA administration of all PUBLIC LIBRARY state funds but INDIVIDUAL PUBLIC LIBRARIES (179) and LIBRARY COOPERATIVES SERVING PUBLIC LIBRARIES ONLY (180) in column b are both equal to 0. | Fatal |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 138 | 153a | Yes to (153a) SLAA administration of ACADEMIC LIBRARIES state funds, but OTHER INDIVIDUAL LIBRARIES (181), SINGLE AGENCY OR LIBRARY PROVIDING STATEWIDE SERVICE (183), and OTHER ASSISTANCE (185) in column b are all equal to 0. | Yes to (153a) SLAA administration of ACADEMIC LIBRARIES state funds but OTHER INDIVIDUAL LIBRARIES (181), SINGLE AGENCY OR LIBRARY PROVIDING STATEWIDE SERVICE (183), and OTHER ASSISTANCE (185) in column b are all equal to 0. | Fatal |
| 139 | 153b | Yes to (153b) SLAA administration of SCHOOL LIBRARY MEDIA CENTERS state funds, but SINGLE AGENCY OR LIBRARY PROVIDING STATEWIDE SERVICE (183) and OTHER ASSISTANCE (185) in column b are equal to 0. | Yes to (153b) SLAA administration of SCHOOL LIBRARY MEDIA CENTERS state funds but SINGLE AGENCY OR LIBRARY PROVIDING STATEWIDE SERVICE (183) and OTHER ASSISTANCE (185) in column b are equal to 0 . | Explanation |
| 140 | 153c | Yes to (153c) SLAA administration of SPECIAL LIBRARIES state funds, but OTHER INDIVIDUAL LIBRARIES (181), SINGLE AGENCY OR LIBRARY PROVIDING STATEWIDE SERVICE (183), and OTHER ASSISTANCE (185) in column b are all equal to 0 . | Yes to (153c) SLAA administration of SPECIAL LIBRARIES state funds but OTHER INDIVIDUAL LIBRARIES (181), SINGLE AGENCY OR LIBRARY PROVIDING STATEWIDE SERVICE (183), and OTHER ASSISTANCE (185) in column $b$ are all equal to 0 . | Fatal |
| 141 | 153d | Yes to (153d) SLAA administration of LIBRARY COOPERATIVES state funds, but LIBRARY COOPERATIVES SERVING PUBLIC LIBRARIES ONLY (180) and LIBRARY COOPERATIVES SERVING MORE THAN ONE TYPE OF LIBRARY (182) and LIBRARY PROVIDING STATEWIDE SERVICE (183b) in column b are equal to 0 . | Yes to (153d) SLAA administration of LIBRARY COOPERATIVES state funds but LIBRARY COOPERATIVES SERVING PUBLIC LIBRARIES ONLY (180) and LIBRARY COOPERATIVES SERVING MORE THAN ONE TYPE OF LIBRARY (182) and LIBRARY PROVIDING STATEWIDE SERVICE (183b) in column b are equal to 0. | Fatal |
| 142 | 153d | No to (153d) SLAA administration of LIBRARY COOPERATIVES state funds, but LIBRARY COOPERATIVES SERVING PUBLIC LIBRARIES ONLY (180) or LIBRARY COOPERATIVES SERVING MORE THAN ONE TYPE OF LIBRARY (182) in column b is greater than 0. | No to (153d) SLAA administration of LIBRARY COOPERATIVES state funds but LIBRARY COOPERATIVES SERVING PUBLIC LIBRARIES ONLY (180) or LIBRARY COOPERATIVES SERVING MORE THAN ONE TYPE OF LIBRARY (182) in column $b$ is greater than 0. | Fatal |
| 143 | 223a | STATEWIDE DATABASE LICENSING (223) in column a is greater than TOTAL EXPENDITURES (189) in column a. | STATEWIDE DATABASE LICENSING (223) in column a is greater than TOTAL EXPENDITURES (189) in column a. | Fatal |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit <br> Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 144 | 223b | STATEWIDE DATABASE LICENSING (223) in column b is greater than TOTAL EXPENDITURES (189) in column b. | STATEWIDE DATABASE LICENSING (223) in column $b$ is greater than TOTAL EXPENDITURES (189) in column b. | Fatal |
| 145 | 223c | STATEWIDE DATABASE LICENSING (223) in column c is greater than TOTAL EXPENDITURES (189) in column c. | STATEWIDE DATABASE LICENSING (223) in column c is greater than TOTAL EXPENDITURES (189) in column c. | Fatal |
| 501 |  | Please enter a value for this item. | Edit check message is generated for the following character (alphanumeric) fields that are left blank: | Fatal |
|  | 001 |  | * SLAANAME (001) |  |
|  | 002 |  | * STREET (002) |  |
|  | 003 |  | * CITY (003) |  |
|  | 004 |  | *STATE (004) |  |
|  | 005 |  | * ZIP CODE (005) |  |
|  | 007 |  | * STREET (007) |  |
|  | 008 |  | * CITY (008) |  |
|  | 009 |  | *STATE (009) |  |
|  | 010a |  | * ZIP CODE (010a) |  |
|  | 011 |  | * WEB ADDRESS (011) |  |
|  | 012 |  | * NAME (012) |  |
|  | 013 |  | * TITLE (013) |  |
|  | 014 |  | * VOICE (014) |  |
|  | 016 |  | * INTERNET (016) |  |
|  | 017 |  | * NAME (017) |  |
|  | 018 |  | * TITLE (018) |  |
|  | 019 |  | * VOICE (019) |  |
|  | 021 |  | * INTERNET (021) |  |
|  | 022 |  | * FISCAL YEAR STARTING DATE (022) |  |
|  | 023 |  | * FISCAL YEAR ENDING DATE (023) |  |
| 502 |  | Have item but not specified, or vice versa. | Edit check message is generated for the following conditions: | Fatal |
|  | 029 |  | * OTHER AGENCY (029) is selected but SPECIFY (030) is blank, or vv. |  |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
|  | 044 |  | * Yes to OTHER ALLIED OPERATION (044) but SPECIFY (045) is blank, or vv. |  |
|  | 155 |  | * OTHER FEDERAL REVENUE (155) is greater than 0 but SPECIFY PROGRAM(S) AND TITLE(S) (156) is blank, or vv. |  |
|  | 236 |  | * Yes to OTHER TYPE OF ELECTRONIC ACCESS (236) but SPECIFY (237) is blank. Or, No to (236) but (237) is not blank. |  |
| 503 |  | Please enter a numeric value for this item. | Edit check message is generated if no value was entered for a numeric data item. | Fatal |
| 504 |  | Value contains invalid number of digits for this item. | Edit check message is generated if the following items contain invalid digits: | Fatal |
|  | 005 |  | * ZIP CODE (005) |  |
|  | 006 |  | * ZIP + 4 (006) |  |
|  | 010a |  | * ZIP CODE (010a) |  |
|  | 010b |  | * ZIP + 4 (010b) |  |
|  | 014 |  | * VOICE (014) |  |
|  | 015 |  | * FAX (015) |  |
|  | 019 |  | * VOICE (019) |  |
|  | 020 |  | * FAX (020) |  |
|  | 022 |  | * FISCAL YEAR STARTING DATE (022) |  |
|  | 023 |  | * FISCAL YEAR ENDING DATE (023) |  |
| 509 |  | Select yes or no for this item. | Edit check message is generated for all items that require a Yes or No response when an entry other than Y or N is made, or when the items are left blank. Items in Parts C, F, J and M. | Fatal |
| 510 |  | Item is -1. | Edit check is generated if item is -1, for the following items: | Explanation |
|  | 077a |  | * TOTAL HOURS/WEEK (077a) |  |
|  | 077b |  | * TOTAL HOURS/WEEK (077b) |  |
|  | 078 |  | * MONDAY-FRIDAY after 5:00 p.m. (main or central outlet)(078) |  |
|  | 079 |  | * SATURDAY AND SUNDAY (main or central outlet) (079) |  |
|  | 082 |  | * MAIN OR CENTRAL OUTLET (082) |  |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
|  | 083 |  | * OTHER OUTLETS, EXCLUDING BOOKMOBILES (083) |  |
|  | 084 |  | * BOOKMOBILES (084) |  |
|  | 085 |  | *TOTAL OUTLETS (085) |  |
|  | 086a |  | * BLIND \& PHYSICALLY HANDICAPPED INDIVID (086) in column a |  |
|  | 086b |  | * BLIND \& PHYSICALLY HANDICAPPED INDIVID (086) in column b |  |
|  | 086c |  | * BLIND \& PHYSICALLY HANDICAPPED INDIVID (086) in column c |  |
|  | 087a |  | * RESIDENTS OF STATE CORRECTIONAL INST. (087) in column a |  |
|  | 087b |  | * RESIDENTS OF STATE CORRECTIONAL INST. (087) in column b |  |
|  | 087c |  | * RESIDENTS OF STATE CORRECTIONAL INST. (087) in column c |  |
|  | 088a |  | * RESIDENTS OF OTHER STATE INSTITUTIONS (088) in column a |  |
|  | 088b |  | * RESIDENTS OF OTHER STATE INSTITUTIONS (088) in column b |  |
|  | 088c |  | * RESIDENTS OF OTHER STATE INSTITUTIONS (088) in column c |  |
|  | 089a |  | * STATE GOVERNMENT EMPLOYEES (089) in column a |  |
|  | 089b |  | * STATE GOVERNMENT EMPLOYEES (089) in column b |  |
|  | 089c |  | * STATE GOVERNMENT EMPLOYEES (089) in column c |  |
|  | 090a |  | * GENERAL PUBLIC (090) in column a |  |
|  | 090b |  | * GENERAL PUBLIC (090) in column b |  |
|  | 090c |  | * GENERAL PUBLIC (090) in column c |  |
|  | 091 |  | * BOOK AND SERIAL VOLUMES (091) |  |
|  | 092 |  | * AUDIO MATERIALS (092) |  |
|  | 094 |  | * VIDEO MATERIALS (094) |  |
|  | 095 |  | * CURRENT SERIAL SUBSCRIPTIONS (095) |  |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit <br> Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
|  | 096 |  | * GOVERNMENT DOCUMENTS (096) |  |
|  | 110 |  | * Total CIRCULATION (110) |  |
|  | 111 |  | * PROVIDED TO OTHER LIBRARIES (111) |  |
|  | 112 |  | * RECEIVED FROM OTHER LIBRARIES AND DOCUMENT DELIVERY SERVICES (112) |  |
|  | 113 |  | * Annual REFERENCE TRANSACTIONS (113) |  |
|  | 114 |  | * Annual LIBRARY VISITS (114) |  |
|  | 115 |  | * GRANTS AWARDED (115) |  |
|  | 117 |  | * Continuing education EVENTS (117) |  |
|  | 118 |  | * ATTENDANCE AT EVENTS (118) |  |
|  | 119a |  | * (119a) ALA-MLS LIBRARIANS - ADMINISTRATION |  |
|  | 119b |  | * (119b) NON ALA LIBRARIANS - ADMINISTRATION |  |
|  | 119c |  | * (119c) OTHER STAFF - ADMINISTRATION |  |
|  | 120a |  | * (120a) ALA-MLS LIBRARIANS - LIBRARY DEVELOPMENT |  |
|  | 120b |  | * (120b) NON ALA LIBRARIANS - LIBRARY DEVELOPMENT |  |
|  | 120c |  | * (120c) OTHER STAFF - LIBRARY DEVELOPMENT |  |
|  | 121a |  | * (121a) ALA-MLS LIBRARIANS - LIBRARY SERVICES |  |
|  | 121b |  | * (121b) NON ALA LIBRARIANS - LIBRARY SERVICES |  |
|  | 121c |  | * (121c) OTHER STAFF - LIBRARY SERVICES |  |
|  | 122a |  | * (122a) ALA-MLS LIBRARIANS - OTHER SERVICES |  |
|  | 122b |  | * (122b) NON ALA LIBRARIANS - OTHER SERVICES |  |
|  | 122c |  | * (122c) OTHER STAFF - OTHER SERVICES |  |
|  | 154 |  | * (154) LSTA STATE PROGRAMS revenue |  |
|  | 155 |  | * FEDERAL REVENUE - OTHER |  |
|  | 167 |  | * (167) SLAA OPERATION revenue |  |
|  | 168 |  | * STATE AID TO LIBRARIES (168) |  |
|  | 169 |  | * STATE REVENUE - OTHER (169) |  |
|  | 171 |  | * OTHER REVENUE(171) |  |
|  | 173a |  | * OPERATING EXPENDITURES - SALARIES AND WAGES (173) in column a |  |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit <br> Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
|  | 173b |  | * OPERATING EXPENDITURES - SALARIES AND WAGES (173) in column b |  |
|  | 173c |  | * OPERATING EXPENDITURES - SALARIES AND WAGES (173) in column c |  |
|  | 174a |  | * OPERATING EXPENDITURES - EMPLOYEE BENEFITS (174) in column a |  |
|  | 174b |  | * OPERATING EXPENDITURES - EMPLOYEE BENEFITS (174) in column b |  |
|  | 174c |  | * OPERATING EXPENDITURES - EMPLOYEE BENEFITS (174) in column C |  |
|  | 176a |  | * OPERATING EXPENDITURES - COLLECTION (176) in column a |  |
|  | 176b |  | * OPERATING EXPENDITURES - COLLECTION (176) in column b |  |
|  | 176c |  | * OPERATING EXPENDITURES - COLLECTION (176) in column c |  |
|  | 177a |  | * OPERATING EXPENDITURES - OTHER (177) in column a |  |
|  | 177b |  | * OPERATING EXPENDITURES - OTHER (177) in column b |  |
|  | 177c |  | * OPERATING EXPENDITURES - OTHER (177) in column c |  |
|  | 179a |  | * FINANCIAL ASSISTANCE - INDIVIDUAL PUBLIC LIBRARIES (179) in column a |  |
|  | 179b |  | * FINANCIAL ASSISTANCE - INDIVIDUAL PUBLIC LIBRARIES (179) in column b |  |
|  | 179c |  | * FINANCIAL ASSISTANCE - INDIVIDUAL PUBLIC LIBRARIES (179) in column c |  |
|  | 180a |  | * FINANCIAL ASSISTANCE - LIBRARY COOPERATIVES SERVING PUBLIC LIBRARIES ONLY (180) in column a |  |
|  | 180b |  | * FINANCIAL ASSISTANCE - LIBRARY COOPERATIVES SERVING PUBLIC LIBRARIES ONLY (180) in column b |  |
|  | 180c |  | * FINANCIAL ASSISTANCE - LIBRARY COOPERATIVES SERVING PUBLIC LIBRARIES ONLY (180) in column c |  |
|  | 181a |  | * FINANCIAL ASSISTANCE - INDIVIDUAL LIBRARIES (181) in column a |  |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit <br> Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
|  | 181b |  | * FINANCIAL ASSISTANCE - INDIVIDUAL LIBRARIES (181) in column b |  |
|  | 181c |  | * FINANCIAL ASSISTANCE - INDIVIDUAL LIBRARIES (181) in column c |  |
|  | 182a |  | * FINANCIAL ASSISTANCE - LIBRARY COOPERATIVES SERVING MORE THAN ONE LIBRARY TYPE (182) in column a |  |
|  | 182b |  | * FINANCIAL ASSISTANCE - LIBRARY COOPERATIVES SERVING MORE THAN ONE LIBRARY TYPE (182) in column b |  |
|  | 182c |  | * FINANCIAL ASSISTANCE - LIBRARY COOPERATIVES SERVING MORE THAN ONE LIBRARY TYPE (182) in column c |  |
|  | 183a |  | * FINANCIAL ASSISTANCE - SINGLE AGENCY/LIBRARY PROVIDING STATEWIDE SERVICES (183) in column a |  |
|  | 183b |  | * FINANCIAL ASSISTANCE - SINGLE AGENCY/LIBRARY PROVIDING STATEWIDE SERVICES (183) in column b |  |
|  | 183c |  | * FINANCIAL ASSISTANCE - SINGLE AGENCY/LIBRARY PROVIDING STATEWIDE SERVICES (183) in column c |  |
|  | 184a |  | * FINANCIAL ASSISTANCE - LIBRARY CONSTRUCTION (184) in column a |  |
|  | 184b |  | * FINANCIAL ASSISTANCE - LIBRARY CONSTRUCTION (184) in column b |  |
|  | 184c |  | * FINANCIAL ASSISTANCE - LIBRARY CONSTRUCTION (184) in column c |  |
|  | 185a |  | * FINANCIAL ASSISTANCE - OTHER (185) in column a |  |
|  | 185b |  | * FINANCIAL ASSISTANCE - OTHER (185) in column b |  |
|  | 185c |  | * FINANCIAL ASSISTANCE - OTHER (185) in column c |  |
|  | 187a |  | * CAPITAL OUTLAY (187) in column a |  |
|  | 187b |  | * CAPITAL OUTLAY (187) in column b |  |
|  | 187c |  | * CAPITAL OUTLAY (187) in column c |  |
|  | 188a |  | * OTHER EXPENDITURES in column a |  |
|  | 188b |  | * OTHER EXPENDITURES in column b |  |
|  | 188c |  | * OTHER EXPENDITURES in column c |  |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit <br> Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
|  | 190 |  | * (190) STATEWIDE SERVICES |  |
|  | 191 |  | * (191) GRANTS |  |
|  | 192 |  | * (192) LSTA ADMINISTRATION |  |
|  | 194 |  | * (194) LIBRARY TECHNOLOGY, CONNECTIVITY AND SERVICES |  |
|  | 195 |  | * (195) SERVICES TO PERSONS HAVING DIFFICULTY USING LIBRARIES |  |
|  | 196 |  | * (196) SERVICES FOR LIFELONG LEARNING |  |
|  | 197 |  | * (197) LSTA ADMINISTRATION |  |
|  | 220a |  | * (220a) LIBRARY-OWNED PUBLIC-ACCESS INTERNET WORKSTATIONS |  |
|  | 220b |  | * (220b) ALL OTHER PUBLIC-ACCESS INTERNET WORKSTATIONS |  |
|  | 223a |  | * EXPENDITURES FOR STATEWIDE DATABSE LICENSING (223) in column a |  |
|  | 223b |  | * EXPENDITURES FOR STATEWIDE DATABSE LICENSING (223) in column b |  |
|  | 223c |  | * EXPENDITURES FOR STATEWIDE DATABSE LICENSING (223) in column c |  |
| 517 |  | Value exceeds the limit (9,999) for this item | Edit check message is generated for numeric items that exceed the maximum allowable value $(9,999)$ for the item. Part E-items 77a-85 and 86a-90d. Part M-items 220a-220b. | Fatal |
| 519 |  | Value exceeds the limit (999,999) for this item. | Edit check message is generated for numeric items thatexceed the maximum allowable value $(999,999)$ for the item. Part H-items 115-118. | Fatal |
| 520 |  | Value exceeds the limit (9,999,999) for this item. | Edit check message is generated for numeric items thatexceed the maximum allowable value $(9,999,999)$ for the item.Part G-items 110-114. | Fatal |
| 521 |  | Value exceeds the limit (99,999,999) for this item. | Edit check message is generated for numeric items thatexceed the maximum allowable value $(99,999,999)$ for theitem. Part F-items 091-096. | Fatal |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit <br> Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 522 |  | Value exceeds the limit (999,999,999) for this item. | Edit check message is generated for numeric items thatexceed the maximum allowable value $(999,999,999)$ for the item. Part K-items 173a-186d. Part L—items 190-198. Part M—items 223a-223d. | Fatal |
| 523 |  | Value exceeds the limit (9,999.99) for this item. | Edit check message is generated for numeric items thatexceed the maximum allowable value $(9,999.99)$ for the item. Part I—all items in question 14. | Fatal |
| 524 |  | Must select a response. | Edit check message is generated for all items that require a Directly/Contract/Not provided response when an entry other than D or C or N is made, or when the items are left blank. | Fatal |
| 525 |  | Value exceeds the limit (9,999,999,999) for this item. | Edit check message is generated for numeric items thatexceed the maximum allowable value $(9,999,999,999)$ for the item. Part J—items 154, 155, 157 and 167-172. Part K—items 187a-d,188a-d, and 189a-189d. | Fatal |
| 600 | 077a | TOTAL HOURS/WEEK (all SLAA outlets) (077a) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | TOTAL HOURS/WEEK (all SLAA outlets) (077a) not 50\% to 125\% of last year. Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 601 | 083 | OTHER OUTLETS EXCLUDING BOOKMOBILES (083) for the current reporting period is greater than 2 and prior reporting period was 0 . Please check for possible errors or explain why the correct data are out of range. | OTHER OUTLETS EXCLUDING BOOKMOBILES (083) is greater than 2 this year, but last year $=0$. Note: Run this edit only when current year value is greater than 0 and prior year value is 0 . | Explanation |
| 602 | 084 | BOOKMOBILES (084) for the current reporting period is greater than 2 and prior reporting period was 0 . Please check for possible errors or explain why the correct data are out of range. | BOOKMOBILES (084) is greater than 2 this year, but last year $=0$. Note: Run this edit only when current year value is greater than 0 and prior year value is 0 . | Explanation |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 603 | 085 | TOTAL OUTLETS (085) for the current reporting period is greater than 2 and prior reporting period was 0 . Please check for possible errors or explain why the correct data are out of range. | TOTAL OUTLETS (085) is greater than 2 this year, but last year $=0$. Note: Run this edit only when current year value is greater than 0 and prior year value is 0 . | Explanation |
| 604 | 083 | OTHER OUTLETS, EXCLUDING BOOKMOBILES (083) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | OTHER OUTLETS, EXCLUDING BOOKMOBILES (083) not + or -2 of last year. Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 605 | 084 | BOOKMOBILES (084) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | BOOKMOBILES (084) not + or - 2 of last year Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 606 | 085 | TOTAL OUTLETS (085) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | TOTAL OUTLETS (085) not + or -2 of last year. Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 607 | 091 | BOOK AND SERIAL VOLUMES (091) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | BOOK AND SERIAL VOLUMES (091) not 50\% to $150 \%$ of last year, and the prior year to current year change is greater than + or - 1000. Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 608 | 092 | AUDIO MATERIAL (092) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | AUDIO MATERIALS (092) not $50 \%$ to $150 \%$ of last year, and the prior year to current year change is greater than + or -500 . Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 609 | 094 | VIDEO MATERIALS (094) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | VIDEO MATERIALS (094) not 25\% to $175 \%$ of last year, and the prior year to current year change is greater than + or - 500. Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 610 | 095 | CURRENT SERIAL SUBSCRIPTIONS (095) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | CURRENT SERIAL SUBSCRIPTIONS (095) not 50\% to $150 \%$ of last year, and the prior year to current year change is greater than + or - 500 . Note: Run this edit only when values are greater than 0 for the current year and prior year. | Explanation |
| 611 | 096 | GOVERNMENT DOCUMENTS (096) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | GOVERNMENT DOCUMENTS (096) not 50\% to 150\% of last year, and the prior year to current year change is greater than + or - 1000. Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 612 | 110 | CIRCULATION (110) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | CIRCULATION (110) not $25 \%$ to $175 \%$ of last year, and the prior year to current year change is greater than + or -1000 . Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 613 | 111 | PROVIDED TO OTHER LIBRARIES (111) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | PROVIDED TO OTHER LIBRARIES (111) not $50 \%$ to $150 \%$ of last year, and the prior year to current year change is greater than + or - 1000. Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 614 | 112 | RECEIVED FROM OTHER LIBRARIES AND DOCUMENT DELIVERY SERVICES (112) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | RECEIVED FROM OTHER LIBRARIES AND DOCUMENT DELIVERY SERVICES (112) not 50\% to $150 \%$ of last year, and the prior year to current year change is greater than + or -1000 . Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 615 | 113 | REFERENCE TRANSACTIONS (113) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | REFERENCE TRANSACTIONS (113) not $25 \%$ to $175 \%$ of last year, and the prior year to current year change is greater than + or -1000. Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 616 | 114 | LIBRARY VISITS (114) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | LIBRARY VISITS (114) not 50\% to 150\% of last year, and the prior year to current year change is greater than + or -1000 . Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 618 |  | The response this reporting period is different from last reporting period. Please check for possible errors or explain the difference. | Applies to all items with Yes/No answers. Items in Parts C, F, J and M. | Explanation |
| 619 | 168 | STATE AID TO LIBRARIES (168) revenue for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | STATE AID TO LIBRARIES (168) revenue not 70\% to $150 \%$ of last year. Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 620 | 189d | TOTAL EXPENDITURES (189d) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | TOTAL EXPENDITURES (189) in column d not 70\% to $150 \%$ of last year. Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 624 | 173d | SALARIES AND WAGES (173d) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | SALARIES AND WAGES (173) in column d not 70\% to $150 \%$ of last year. Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 625 | 174d | EMPLOYEE BENEFITS (174d) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | EMPLOYEE BENEFITS (174) in column d not 70\% to $150 \%$ of last year. Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 627 | 223d | STATEWIDE DATABASE LICENSING EXPENDITURES (223d) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | STATEWIDE DATABASE LICENSING EXPENDITURES (223) in column d not $40 \%$ to $160 \%$ of last year, and the prior year to current year change is greater than + or -1000 . Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |
| 628 | 220a | LIBRARY-OWNED PUBLIC-ACCESS GRAPHICAL INTERNET WORKSTATIONS (220a) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | LIBRARY-OWNED PUBLIC-ACCESS GRAPHICAL INTERNET WORKSTATIONS (220a): Current year value not $50 \%$ to $150 \%$ of last year, and the prior year to current year change is greater than + or 10. Note: Run this edit when values are greater than or equal to 0 in the current and prior year. | Explanation |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit <br> Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
| 629 | 220b | ALL OTHER PUBLIC-ACCESS INTERNET WORKSTATIONS (220b) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | ALL OTHER PUBLIC-ACCESS INTERNET WORKSTATIONS (220b): Prior year to current year change is greater than + or -5 . Note: Run this edit only when values are greater than or equal to 0 in the current and prior year. | Explanation |
| 630 | 048a | The response this reporting period is different from the prior reporting period. Please check for possible errors or explain the difference. | Response this year is different from last year. Items in part D. If all 5 preservation/conservation services variables (061a-e) switch to "Not Provided", do not flag this. | Explanation |
| 631 | 068b | Directly or Contract to SUMMER READING PROGRAM SUPPORT (068) in column b. | Directly or Contract to SUMMER READING PROGRAM SUPPORT (068) in column b. | Fatal |
| 632 | 070b | Directly or Contract to UNIVERSAL SERVICE PROGRAM (REVIEW AND APPROVAL OF TECHNOLOGY PLANS) (070) in column b. | Directly or Contract to UNIVERSAL SERVICE PROGRAM (REVIEW AND APPROVAL OF TECHNOLOGY PLANS (070) in column b. | Fatal |
| 633 |  | Total for this item is 0 this year, but was not 0 last year. | Edit check message is generated if the total for the following items is 0 this year, but was not 0 last year. | Explanation |
|  | 085 |  | * TOTAL OUTLETS (085) |  |
|  | 086d |  | * BLIND \& PHYSICALLY HANDICAPPED INDIVID (086)in column d |  |
|  | 089d |  | * STATE GOVERNMENT EMPLOYEES (089) in column d |  |
|  | 090d |  | * GENERAL PUBLIC (090) in column d |  |
|  | 119d |  | * ADMINISTRATION (119d) |  |
|  | 120d |  | * LIBRARY DEVELOPMENT (120d) |  |
|  | 121d |  | * LIBRARY SERVICES (121d) |  |
|  | 122d |  | * OTHER SERVICES (122d) |  |
|  | 123d |  | * TOTAL STAFF (123d) |  |
|  | 157 |  | * TOTAL FEDERAL REVENUE (157) |  |
|  | 170 |  | * TOTAL STATE REVENUE (170) |  |
|  | 172 |  | * TOTAL REVENUES (172) |  |
|  | 173d |  | * SALARIES AND WAGES (173) in column d |  |
|  | 174d |  | * EMPLOYEE BENEFITS (174) in column d |  |
|  | 175d |  | * TOTAL STAFF EXPENDITURES (175) in column d |  |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
|  | 178d |  | * TOTAL OPERATING EXPENDITURES (178) in column d |  |
|  | 179d |  | * INDIVIDUAL PUBLIC LIBRARIES (179) in column d |  |
|  | 186d |  | * TOTAL FINANCIAL ASSISTANCE (186) in column d |  |
|  | 189c |  | * TOTAL EXPENDITURES (189) in Other column (c) |  |
|  | 189d |  | * TOTAL EXPENDITURES (189) in column d |  |
|  | 193 |  | * TOTAL LSTA EXPENDITURES (193) |  |
|  | 198 |  | * TOTAL LSTA EXPENDITURES (198) |  |
|  | 223d |  | * STATEWIDE DATABASE LICENSING (223) in column d |  |
| 634 |  | Item is 0 this year, but was not 0 last year. | * TOTAL HOURS/WEEK (077a) | Explanation |
|  | 077a |  | * TOTAL HOURS/WEEK (077a) |  |
|  | 077b |  | * TOTAL HOURS/WEEK (077b) |  |
|  | 078 |  | * MONDAY-FRIDAY after 5:00 p.m. (main or central outlet) (078) |  |
|  | 079 |  | * SATURDAY AND SUNDAY (main or central outlet) (079) |  |
|  | 082 |  | * MAIN OR CENTRAL OUTLET (082) |  |
|  | 083 |  | * OTHER OUTLETS, EXCLUDING BOOKMOBILES (083) |  |
|  | 084 |  | * BOOKMOBILES (084) |  |
|  | 091 |  | * BOOK AND SERIAL VOLUMES (091) |  |
|  | 092 |  | * AUDIO MATERIALS (092) |  |
|  | 094 |  | * VIDEO MATERIALS (094) |  |
|  | 095 |  | * CURRENT SERIAL SUBSCRIPTIONS (095) |  |
|  | 096 |  | * GOVERNMENT DOCUMENTS (096) |  |
|  | 110 |  | * Total CIRCULATION (110) |  |
|  | 111 |  | * PROVIDED TO OTHER LIBRARIES (111) |  |
|  | 112 |  | * RECEIVED FROM OTHER LIBRARIES AND DOCUMENT DELIVERY SERVICES (112) |  |
|  | 113 |  | * Annual REFERENCE TRANSACTIONS (113) |  |
|  | 114 |  | * Annual LIBRARY VISITS (114) |  |
|  | 115 |  | * GRANTS AWARDED (115) |  |
|  | 117 |  | * Continuing education EVENTS (117) |  |
|  | 118 |  | * ATTENDANCE AT EVENTS (118) |  |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
|  | 119d |  | * (119d) ADMINISTRATION |  |
|  | 120d |  | * (120d) LIBRARY DEVELOPMENT |  |
|  | 121d |  | * (121d) LIBRARY SERVICES |  |
|  | 122d |  | * OTHER SERVICES (122d) |  |
|  | 154 |  | * (154) LSTA STATE PROGRAMS revenue |  |
|  | 167 |  | * (167) SLAA OPERATION revenue |  |
|  | 168 |  | * STATE AID TO LIBRARIES (168) |  |
|  | 171 |  | * OTHER revenue (171) |  |
|  | 190 |  | * (190) STATEWIDE SERVICES |  |
|  | 191 |  | * (191) GRANTS |  |
|  | 192 |  | * (192) LSTA ADMINISTRATION |  |
|  | 194 |  | * (194) LIBRARY TECHNOLOGY, CONNECTIVITY AND SERVICES |  |
|  | 195 |  | * (195) SERVICES TO PERSONS HAVING DIFFICULTY USING LIBRARIES |  |
|  | 196 |  | * (196) SERVICES FOR LIFELONG LEARNING |  |
|  | 197 |  | * (197) LSTA ADMINISTRATION |  |
|  | 220a |  | * (220a) LIBRARY-OWNED PUBLIC-ACCESS INTERNET WORKSTATIONS |  |
|  | 220b |  | * (220b) ALL OTHER PUBLIC-ACCESS INTERNET WORKSTATIONS |  |
| 637 |  | The value reported for this item equals the value from the prior reporting period. Please check for possible errors or explain why they are equal. | Edit check message is generated for the following items: if theitem was greater than 0 both years, and the value this yearequals last year. | Explanation |
|  | 091 |  | * BOOK AND SERIAL VOLUMES (091) |  |
|  | 092 |  | * AUDIO MATERIALS (092) |  |
|  | 094 |  | * VIDEO MATERIALS (094) |  |
|  | 095 |  | * CURRENT SERIAL SUBSCRIPTIONS (095) |  |
|  | 096 |  | * GOVERNMENT DOCUMENTS (096) |  |
|  | 110 |  | * Total CIRCULATION (110) |  |
|  | 111 |  | * PROVIDED TO OTHER LIBRARIES (111) |  |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| $\begin{array}{\|l\|} \hline \text { Edit } \\ \text { Code } \\ \hline \end{array}$ | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
|  | 112 |  | * RECEIVED FROM OTHER LIBRARIES AND DOCUMENT DELIVERY SERVICES (112) |  |
|  | 113 |  | * Annual REFERENCE TRANSACTIONS (113) |  |
|  | 114 |  | * Annual LIBRARY VISITS (114) |  |
|  | 115 |  | * Grants awarded (115) |  |
|  | 117 |  | * Events (117) |  |
|  | 118 |  | * Attendance at Events (118) |  |
|  | 154 |  | * (154) LSTA STATE PROGRAMS REVENUE |  |
|  | 155 |  | * OTHER FEDERAL REVENUE (155) |  |
|  | 167 |  | * (167) SLAA OPERATION REVENUE |  |
|  | 168 |  | * STATE AID TO LIBRARIES (168) |  |
|  | 169 |  | * OTHER STATE REVENUE (169) |  |
|  | 171 |  | * OTHER REVENUE (171) |  |
|  | 173a |  | * SALARIES AND WAGES (173) in column a |  |
|  | 173b |  | * SALARIES AND WAGES (173) in column b |  |
|  | 173c |  | * SALARIES AND WAGES (173) in column c |  |
|  | 174a |  | * EMPLOYEE BENEFITS (174) in column a |  |
|  | 174b |  | * EMPLOYEE BENEFITS (174) in column b |  |
|  | 174c |  | * EMPLOYEE BENEFITS (174) in column c |  |
|  | 176a |  | * COLLECTION EXPENDITURES (176) in column a |  |
|  | 176b |  | * COLLECTION EXPENDITURES (176) in column b |  |
|  | 176c |  | * COLLECTION EXPENDITURES (176) in column c |  |
|  | 177a |  | *OEXPOTHA(177a) |  |
|  | 177b |  | *OEXPOTHA(177b) |  |
|  | 177c |  | *OEXPOTHA(177c) |  |
|  | 179a |  | * INDIVIDUAL PUBLIC LIBRARIES (179) in column a |  |
|  | 179b |  | * INDIVIDUAL PUBLIC LIBRARIES (179) in column b |  |
|  | 179c |  | * INDIVIDUAL PUBLIC LIBRARIES (179) in column c |  |
|  | 180a |  | *AIDPLSA(180a) |  |
|  | 180b |  | * LIBRARY COOPERATIVES SERVING PUBLIC LIBRARIES ONLY (180) in column b |  |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
|  | 180c |  | *AIDPLSC(180c) |  |
|  | 181a |  | * OTHER INDIVIDUAL LIBRARIES (181) in column a |  |
|  | 181b |  | *AIDOILB(181b) |  |
|  | 181c |  | *AIDOILC(181c) |  |
|  | 182a |  | *AIDMLSA(182a) |  |
|  | 182b |  | * LIBRARY COOPERATIVES SERVING MORE THAN ONE TYPE OF LIBRARY (182) in column b |  |
|  | 182c |  | *AIDMLSC(182c) |  |
|  | 183a |  | * SINGLE AGENCY OR LIBRARY PROVIDING STATEWIDE SERVICE (183) in column a |  |
|  | 183b |  | * SINGLE AGENCY OR LIBRARY PROVIDING STATEWIDE SERVICE (183) in column b |  |
|  | 183c |  | *AIDSALC(183c) |  |
|  | 184a |  | *AIDLCA(184a) |  |
|  | 184b |  | * LIBRARY CONSTRUCTION (184) in column b |  |
|  | 184c |  | *AIDLCC(184c) |  |
|  | 185a |  | *AIDOTHA(185a) |  |
|  | 185b |  | * OTHER ASSISTANCE (185) in column b |  |
|  | 185c |  | *AIDOTHC(185c) |  |
|  | 186a |  | *TOTAIDA(186a) |  |
|  | 186b |  | * TOTAL FINANCIAL ASSISTANCE (186) in column b |  |
|  | 186c |  | *TOTAIDC(186c) |  |
|  | 187a |  | *CAPITALA(187a) |  |
|  | 187b |  | * CAPITAL OUTLAY (187) in column b |  |
|  | 187c |  | *CAPITALC(187c) |  |
|  | 188a |  | *OTHEXPA(188a) |  |
|  | 188b |  | *OTHEXPB(188b) |  |
|  | 188c |  | *OTHEXPC(188c) |  |
|  | 189a |  | * TOTAL EXPENDITURES (189) in column a |  |
|  | 189b |  | * TOTAL EXPENDITURES (189) in column b |  |
|  | 189c |  | * TOTAL EXPENDITURES (189) in column c |  |

FY 2012 State Library Agency Survey - Edit Validation Reference Guide

| Edit Code | Line Number | Edit Message | Edit Condition | Severity |
| :---: | :---: | :---: | :---: | :---: |
|  | 190 |  | * (190) STATEWIDE SERVICES |  |
|  | 191 |  | * (191) GRANTS |  |
|  | 192 |  | * (192) LSTA ADMINISTRATION |  |
|  | 194 |  | * (194) LIBRARY TECHNOLOGY, CONNECTIVITY AND SERVICES |  |
|  | 195 |  | * (195) SERVICES TO PERSONS HAVING DIFFICULTY USING LIBRARIES |  |
|  | 196 |  | * SERVICES FOR LIFELONG LEARNING (196) |  |
|  | 197 |  | * (197) LSTA ADMINISTRATION |  |
|  | 223a |  | * STATEWIDE DATABASE LICENSING EXPENDITURES (223) in column a |  |
|  | 223b |  | * STATEWIDE DATABASE LICENSING EXPENDITURES (223) in column b |  |
|  | 223c |  | * STATEWIDE DATABASE LICENSING EXPENDITURES (223) in column c |  |
| 1000 |  | Negative values other than -1 are invalid. | Edit check message is generated when invalid negative value is entered for numeric data. The only acceptable negative value for numeric data is -1 ( -1 means the SLAA has the item but does not collect data on it, or you don't know the answer). | Fatal |
| 1003 | 154 | LSTA STATE PROGRAMS revenue (154) greater than IMLS LSTA Allotment table | LSTA STATE PROGRAMS revenue (154) greater than IMLS LSTA Allotment table | Explanation |
| 1004 | 115 | GRANTS AWARDED (115) for the current reporting period has had a large change from prior reporting period. Please check for possible errors or explain why the correct data are out of range. | Grants awarded (115) not 50\% to $150 \%$ of last year, and the prior year to current year change is greater than + or - 10. Note: Run this edit only when values are greater than 0 for the current and prior year. | Explanation |

