**Administration for Native Americans (ANA) Communications Survey**

The Administration for Native Americans is committed to continuously improving the relevance and utility of services it provides and supports. Please take a few minutes to provide your feedback on ANA’s communications so that we may learn more about your communications preferences and interests in order to provide Native Language Grantees with optimal methods for communicating and collaborating with each other. Your comments will be incorporated into future communications planning and will help strengthen ANA services to better meet your needs.

For the purpose of this survey, please use the following definitions:

***Communication*** – The imparting or exchanging of information or news

***Collaboration*** – The action of working with someone to produce or create something

***Your Project*** – Refers specifically to the ANA Native Language Grant you or your team operate

***Platform*** – A website, application, or method used for communication

\* Other organizations include any/all partner organizations or other language programs

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\* 1. How do you communicate with others about your project? (Check all that apply)

* Newsletter
* Website/Blog
* Social Media
* Email Listserv
* Brochure/Handout
* Other (please specify)

2. What would you like to do in the future to better communicate with others about your project?

3. How frequently do you communicate with the following audiences about your project?

(Choose the best option)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Community Members | Project Partners | Tribe or Other Governments | Other Organizations |
| 2+ times per week |  |  |  |  |
| 1 times per week |  |  |  |  |
| 2+ times per month |  |  |  |  |
| 1 times per month |  |  |  |  |
| 2+ times per year |  |  |  |  |

Other (please specify)

4. How do you currently collaborate with others on your project? (Check all that apply)

* Email
* Phone Call
* Audio/Visual Conferences
* Online Real-Time Collaboration Platform (such as Google Docs)
* Other (please specify)

5. What would you like to do in the future to better collaborate with others on your project?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Community Members | Project Partners | Tribal or Other Governments | Other Organizations |
| Brainstorming |  |  |  |  |
| Resource Sharing |  |  |  |  |
| Cross-Promotion |  |  |  |  |
| Information Gathering |  |  |  |  |
| Maintain Network |  |  |  |  |
| Save Time |  |  |  |  |
| Increase Flexibility |  |  |  |  |
| Increase Creativity |  |  |  |  |
| Remain Accountable |  |  |  |  |
| Increase Enjoyment |  |  |  |  |

6. What are the top 3 reasons you collaborate with each of the following groups?

Other (please specify)

7. How do you network or find partners to collaborate with that might have similar projects? (Check all that apply)

* References from Friends/Family
* References from Community
* Grant Partnerships

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Family/Friend | Community | Partners | Staff | Tribal or Other Governments | Other Organizations |
| Face-to-Face |  |  |  |  |  |  |
| Telephone |  |  |  |  |  |  |
| Email |  |  |  |  |  |  |
| Facebook |  |  |  |  |  |  |
| Google+ |  |  |  |  |  |  |
| Twitter |  |  |  |  |  |  |
| YouTube |  |  |  |  |  |  |
| SnapChat |  |  |  |  |  |  |
| Instagram |  |  |  |  |  |  |
| FaceTime/Hangouts/Skype/Video |  |  |  |  |  |  |

* Attending Conferences
* Online Search (Google)
* Online Networking (Social Media)
* Other (please specify)

8. What communications tools do you use regularly and with whom? (Check all that apply)

Other (please specify)

9. What are the most effective and least effective forms of communication with other organizations for your project?

Most Effective

Least Effective

10. What specific barriers make networking difficult for your project? (Check all that apply)

* Internet/Phone Dead Zones
* Remote Location
* Lack of Computer/Phone Equipment
* Differences in Time Zone
* Not Sure How to Network
* Other (please specify)

11. Personally, what do you feel is the hardest part of networking?

12. Do you or your project staff more frequently use a computer or smartphone to access the Internet?

|  |  |  |
| --- | --- | --- |
|  | Computer | Smartphone |
| You |  |  |
| Project Staff |  |  |

13. Are there any applications/websites that staff members are not allowed to access at work or on office computers? (Check all that apply)

* Facebook
* Google+
* Twitter
* Instagram
* Personal Email
* YouTube
* Other (please specify)

14. On a scale of 1 to 5, how interested would you be in using an online platform to network with other languages?

1 (Uninterested) 5 (Very Interested)

15. How inclusive would you want an online networking platform to be?

* Current Grantees Only
* All Current and Former Grantees
* All Organizations Involved in Native Language Programs
* Public
* Other (please specify)

16. What sort of information would you want to have available on a networking platform? (Check all that apply)

* New Funding Opportunities
* Assessment Tools
* Grantee Project Updates
* News Updates
* Insights from Members
* Commentary/Feedback
* FAQ/Questions Answered
* Other (please specify)

17. What would motivate you to participate in a networking platform on a regular basis (such as: ease of use, connected to a service you already use, incentives, recognition, etc)?

18. Are you aware that ANA created a Native Language Community forum on Google+?

19. Are you interested in participating in a follow-up survey or focus group to help us establish a community network? Is so, please provide your contact information:

* Yes

Public reporting burden for this collection of information is estimated to be 5 minutes per response to complete this questionnaire. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The control number for this project is 0970-0401. The control number expires on 5/31/2018.