



Survey of Library Services to Juveniles in Detention

Instructions:

This survey is collecting information on library services provided to youth in your facility, including administration and funding, collections, services, and staffing. Please fill out one survey per library. Individual facility information will be kept confidential, and only aggregate results will be published. The survey will take about 20 minutes to complete. You may enter your results online at: <https://www.surveymonkey.com/s/WVCFTGN>. Or fold and return this questionnaire to the address printed on the back of the survey. If you have any questions please contact Jennifer Sweeney at jensweeney@drexel.edu or (916) 718-9442.

Thank you!

Information About Your Facility

Identifying information in this section is confidential, and will not be reported.

1. Facility name:

2. Mailing address:

Street:

City:

State: Zip:

3. Name and position of person filling out survey:

4. Your contact information

Email address:

Telephone:

Today's date:

5. Type of facility:

- Detention center
- Long term secure facility/training school
- Reception/diagnostic center
- Group home/halfway house
- Residential treatment center
- Boot camp, ranch, forestry camp, wilderness, farm or marine program
- Runaway/homeless shelter
- This facility has multiple programs
- Other:

6. Level of security

- Secure (residents are held behind locked doors or gates, or are otherwise physically restricted from leaving)
- Non-secure (residents are not physically restricted from leaving)
- Other:

7. Please tell us a little about the juvenile population resident in your facility.

Average daily population:

Percent male:

Average length of stay (days):

8. Is there any type of library, book/ magazine/ media collection, or any kind of library service provided for residents in your facility?

Yes

No → IF NO, PLEASE SKIP TO QUESTION 39 →

Administration & Funding

9. Who provides library services?

- Juvenile facility or department
- Public library/state library/other library organization
- Education department or school district
- Volunteer/service organization
- Other, please specify:



10. Is there a written service contract or agreement between the facility and the administrative entities who provide library service?

- Yes
- No
- Not applicable

Comments:

11. Who funds the purchase of library materials (NOT including staff salaries)? Please select all that apply.

- Detention facility budget
- Public library budget
- State funds (please specify in Other, below)
- Federal funds (please specify in Other, below)
- School district
- Tax district
- Grants or donations
- Other:

12. What were your most recent annual materials expenditures (\$)?

Library Services

13. What library services are provided in your facility? Select all that apply:

- Library open for browsing/reading
- Visits/outreach by library staff, volunteers, or others
- Bookmobile visits
- Materials lending
- Delivery to living units, medical units, etc.
- Interlibrary loan (materials requested from other libraries)
- Reference assistance
- Readers advisory (suggestions for reading)
- Bibliotherapy (suggestions for therapeutic reading)
- Legal research
- Instruction on how to find and use information resources
- GED completion
- Photocopying/printing
- Film showings
- Discussion groups
- Outside programming (author visits, artists, crafts, music, etc.)
- Specialized programming on substance abuse, mental/behavioral health, re-entry issues

- Contact or follow-up with local library upon release
- Other programs or services, please specify:

14. Do you or other library staff engage in any of the following activities? Select all that apply.

- Conduct needs assessments?
- Participate in overall facility planning (advisory committees, etc.)?
- Coordinate activities/programs with teachers, corrections staff, volunteer groups, or others?
- Coordinate activities or programs with outside libraries?
- Communicate with other detention facility libraries?
- Have other responsibilities outside library service?
- Other responsibilities:

15. Programming

Approximate number of programs offered in last fiscal year:

Approximate program attendance in last fiscal year:

Library collections

16. What kinds of library(ies) do you have in your facility? Please select all that apply.

- Onsite branch of public library
- Onsite school library
- Onsite library not related to the public or school library
- Collections located in housing units, classrooms or other units
- Bookmobile
- Bookcart
- Other (please specify):

17. Which of the following genre collections do you have in your library?

- Fiction
- Nonfiction
- Low literacy materials
- Comic books/graphic novels
- Urban fiction
- Legal reference
- Non-English language



- Self-help/recovery/re-entry
- Program support materials for detention staff (juvenile justice, mental health, substance abuse, etc.)
- Academic curriculum support/GED
- Vocational curriculum support
- College level continuing education
- Employment
- Other: please specify

18. Are library collections aligned or coordinated with school curriculum?

- Yes
- No
- Not applicable

19. How are library materials acquired? Select all that apply.

- Public/school library purchases for us
- We purchase directly from publisher/vendor/bookstore
- We accept weeded/discarded items from another library
- We accept donations
- Other:

20. Which of the following materials formats do you have in your library? Please select all that apply.

- Hardback books
- Paperback books
- Magazines/Newspapers
- Electronic resources (ebooks, online journals, library databases, etc.)
- Media (CD, DVD, iTunes, etc.)
- Software
- Games, puzzles, kits
- Other/comments:

21. How many of the following items do you have in your library? Please enter an approximate total number of physical and electronic items, including duplicates.

Book titles:

Media titles (DVD, CD, tapes, etc.):

Magazine/newspaper subscriptions:

Other items not included above (eg, software, games, puzzles, kits, etc.):

22. What is the copyright year of your library's most recent encyclopedia?

Library Operations

23. About how many hours per week is the library open to residents?

24. Circulation policies

Can residents check materials out of the library?

Yes No Not applicable

Are residents charged fines or subject to other consequences for overdue, damaged, or lost items?

Yes No Not applicable

25. About how many items are checked out of your library each year?

26. How long can residents keep checked-out materials?

27. How frequently do residents visit the library?

- Daily
- Weekly
- Other/comments:

28. About what percent of residents use the library?

29. Does your library have any of the following written policies? Select all that apply.

- Basic policy and procedures manual
- Circulation policy (who can check out what)
- Materials selection policy
- Review of challenged materials
- Acceptable use of computers and Internet



Does the library have any other policies?

Space and Equipment

30. Please tell us a little bit about the library space and equipment.

If library is in a designated space, what is the square footage?

Seating:

Number of computer workstations for juveniles:

31. Which of the following physical amenities do your have in your library? Select all that apply.

- Shelf space for materials
- Reading or groups study areas
- Office/workspace for staff
- Computer catalog
- Computer system to check out materials
- DVD/CD/media players
- Computer access for residents
- Internet access for residents
- Computer access for staff
- Internet access for staff
- Adaptive technologies for visually or physically impaired (Kurzweil, etc.)

Other/comments:

Staffing

32. How many hours per week do staff work in the library?

Professional librarian (ALA-MLS or equivalent; other than school library media specialist):

Certified school library media specialist:

Library clerk/technician/aide:

Teacher/aide:

Correctional staff:

Volunteers:

Other:

33. Total staff salaries (\$):

34. Who pays for staff salaries? Check all that apply.

- Juvenile facility
- Public library/state library/other library organization
- Other:
- Not applicable

35. Who does the head of the facility library report to?

- Facility director or superintendent
- School principal or teacher
- Public library director or supervisor
- Other, please specify:

Challenges

36. What is the biggest challenge or difficulty your library faces in providing services to residents in your facility?

37. What does your facility most need help with?



38. May we include your facility library's contact information in a future directory of JDC library service providers?

- Yes
- No
- Contact me first

Special instructions:

END OF SURVEY – THANK YOU!

If you answered NO to Question 8:

Please answer Questions 39 and 40.

39. Is there a desire for library services in your facility?

- Yes
- No

Comments:

40. What are the barriers to providing library materials and services in your facility?

- No funds available
- No staff available
- Local public library or other organization unable to provide service
- Lack of space
- Security concerns
- No interest
- Not needed; current programs are sufficient
- Other:

END OF SURVEY – THANK YOU!

Thank you for participating in this survey.

If you have any questions or comments about the survey, please contact Jennifer Sweeney at jensweeney@drexel.edu or (916) 718-9442. Would you like to receive a copy of the survey report? Report will be emailed to you.

- Yes, please send me the report.

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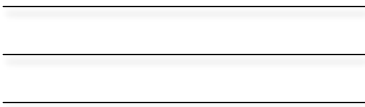


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