Dear Director:

The State Library of Ohio awarded a one year Library Services and Technology Act (LSTA) planning grant to the Columbus Metropolitan Library to develop a coordinated plan to assist Ohio’s libraries and cultural heritage organization in becoming full participants of the Digital Public Library of America (DPLA) <http://dp.la/>. One of the major activities of the grant is a survey of Ohio cultural heritage organizations’ digital activities.

The web-based survey is designed to identify which Ohio organizations have digital collections, what metadata standards are used by these organizations, formats of digital collections (e.g. digital audio, digital text, maps, etc.), what content management systems (e.g. CONTENTdm, D-Space, Past Perfect, etc.) are used by the organizations, and gather information regarding rights management statements used by Ohio’s cultural heritage organizations. The survey results will be used by the Ohio DPLA Planning Committee in development of a statewide DPLA strategy and a DPLA application.

A PDF version of the survey is attached to this email. We suggest that you print a copy before beginning so that you can research your answers prior to entering them online. *Your institution’s information is important for this planning effort.* We estimate it will take 15-20 minutes to complete the survey. If necessary, please work with others in your organization to complete the survey.

This survey must be completed online at: <https://www.surveymonkey.com/r/XYGL6P5>.

You may enter and exit the survey at any time. There is an icon in the upper right hand corner of the screen that allows you to exit. To exit and re-enter the survey, you will need to enable cookies on your browser as this is the way Survey Monkey tracks respondents. Additionally, you will need to use the same browser and the same workstation or laptop.

Please complete the survey by **October 16, 2015**. To collect accurate information on Ohio institutions, we ask that each organization submit only one response. We ask that you provide contact information should we have follow-up questions regarding your program.

If you have any questions about the survey, please contact Tom Clareson, LYRASIS, tom.clareson@lyrasis.org or Angela O’Neal, Columbus Metropolitan Library aoneal@columbuslibrary.org.

For additional information on the Ohio DPLA project, please visit <http://dplaohio.org>.

Thank you for your help on this initiative.

Sincerely,

The Ohio DPLA Project Executive Committee

*Angela O’Neal*, Manager, Local History and Genealogy Division

Columbus Metropolitan Library

*Stephen Hedges*, Executive Director

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*Missy Lodge*, Associate State Librarian for Library Development

State Library of Ohio