

Status and Trends Survey of U.S. Natural History Collections

Question 1 of 41:

Which of the following best describes the institution¹ that the collection(s) under your care is/are associated with?

- ☐ Freestanding - not-for-profit museums/gardens/herbaria/research institutes
- ☐ Government Agencies - public institutions governed by state/provincial/federal authorities.
- ☐ National Museums - public museums governed by a federal authority
- ☐ University Collections - private or public collections under the governance of a university, but not housed in a museum
- ☐ University Museums - private or public museums under the governance of a university.
- ☐ Other (please describe)

¹Institution is the administrative unit your collection resides within. This can be a freestanding or university museum, government agency, botanical garden, herbarium, or college or university academic department.

Question 2 of 41:

What types of specimens² does your collection(s) house? (Check all that apply):

- ☐ Botany (bryophytes, cryptogams, diatoms, lichens, macroalgae, mycology, phanerogams, phycology, vascular plants)
- ☐ Entomology (arachnids, insects, related taxa)
- ☐ Geology (meteorites, minerals, rocks)
- ☐ Herpetology (amphibians, reptiles)
- ☐ Ichthyology (larval fish, ichthyoplankton included)
- ☐ Invertebrate Paleontology
- ☐ Invertebrate Zoology (benthic/planktonic samples, crustacea, echinoderms, marine invertebrates)
- ☐ Malacology (mostly recent mollusks)
- ☐ Mammalogy
- ☐ Microbial collections (bacteriology, cell cultures, frozen tissues, microalgae cultures, molecular biology, parasitology, plant tissue cultures, protistology, virology)
- ☐ Ornithology
- ☐ Paleobotany
- ☐ Paleontology (mixed collections including microfossils)
- ☐ Vertebrate Paleontology

☐ Vertebrate Zoology (several vertebrate groups together)

☐ Worms (annelids, nematodes primarily)

☐ Zoology (small collections of mixed taxa)

☐ Other (please describe)

²The organization of systematic collections within departments varies by institution. Smaller institutions tend to lump collections together; larger institutions tend to split them apart (e.g., small institutions may combine invertebrates and vertebrates in a "zoology collection", whereas larger institutions are likely to have separate collections for different groups of invertebrates and vertebrates. Please choose the description that best describes the collection in your care.

Question 3 of 41:

Please provide data on total expenditures for salaries and benefits for all permanent staff associated with the collection(s) under your care for each of the years listed below.

2004: \$
2005: \$
2006: \$
2007: \$
2008: \$

Question 4 of 41:

Please provide data on total annual expenditures for maintaining the building the collection(s) under your care is/are housed within for each of the years listed below.

2004: \$
2005: \$
2006: \$
2007: \$
2008: \$

Question 5 of 41:

Please provide data on expenditures for databases associated with the collection(s) under your care for each of the years listed below.

2004: \$
2005: \$
2006: \$

2007: \$

2008: \$

Question 6 of 41:

Please provide data on expenditures for collection curation (not counting permanent curatorial staff) for each of the years listed below.

2004: \$

2005: \$

2006: \$

2007: \$

2008: \$

Question 7 of 41:

Please provide data on expenditures derived from endowment earnings for each of the years listed below.

2004: \$

2005: \$

2006: \$

2007: \$

2008: \$

Question 8 of 41:

Please provide data on research dollars received from all sources for each of the years listed below.

2004: \$

2005: \$

2006: \$

2007: \$

2008: \$

Question 9 of 41:

Please provide data on NSF dollars received for collection improvement or

computerization for each of the years listed below.

2004: \$	<input type="text"/>
2005: \$	<input type="text"/>
2006: \$	<input type="text"/>
2007: \$	<input type="text"/>
2008: \$	<input type="text"/>

Check here if your collection has never received NSF support.

☐

Question 10 of 41:

Please provide data on total external collections support dollars³ received for each of the years listed below.

2004: \$	<input type="text"/>
2005: \$	<input type="text"/>
2006: \$	<input type="text"/>
2007: \$	<input type="text"/>
2008: \$	<input type="text"/>

³Facilities improvement, collection improvement, endowment contributions, donations.

Question 11 of 41:

Please provide data on state and local government contracts (separate from state derived collection support) for each of the years listed below.

2004: \$	<input type="text"/>
2005: \$	<input type="text"/>
2006: \$	<input type="text"/>
2007: \$	<input type="text"/>
2008: \$	<input type="text"/>

Question 12 of 41:

Please provide data on the value of any capital endowments for the collection(s) in your care for each of the years listed below.

2004: \$

2005: \$

2006: \$

2007: \$

2008: \$

Question 13 of 41:

Please provide the number of Ph.D. curators associated with collections in your care and the total number of FTEs⁴ associated with these positions.

	Number of Ph.D. curators	Total number of FTEs
2004:	<input type="text"/>	<input type="text"/>
2005:	<input type="text"/>	<input type="text"/>
2006:	<input type="text"/>	<input type="text"/>
2007:	<input type="text"/>	<input type="text"/>
2008:	<input type="text"/>	<input type="text"/>

⁴Full time equivalency" (FTE) of "1" signifies that all of a curator's employment time is devoted to collections curation, while an FTE of 0.5 indicates that only half his/her employment time is devoted to this task or that his/her employment position is only a halftime position.

Question 14 of 41:

Please provide the number of permanently supported collection support staff (number and FTE's) associated with the collection(s) in your care.

Number of collection support staff	Total number of FTEs
<input type="text"/>	<input type="text"/>

Question 15 of 41:

Please provide the number of soft money supported collection support staff (number and FTE's) associated with the collection(s) in your care.

Number of permanent staff	Total number of FTEs
<input type="text"/>	<input type="text"/>

Question 16 of 41:

Please provide the number and FTE's for permanent staff responsible for management of computers and informatics.

Number of computer mgmt. and informatics staff	Total number of FTEs
<input type="text"/>	<input type="text"/>

Question 17 of 41:

Which of the following types of storage facilities does the collection(s) in your care include? (Check all that apply.)

- ☐ Culture Collections
- ☐ Dry Collections
- ☐ Frozen Collections
- ☐ Living Collections
- ☐ Wet Preserved Collections
- ☐ Other (please describe)

Question 18 of 41:

Does your institution provide:

Archives	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Onsite <input type="checkbox"/> Offsite <input type="checkbox"/> Both
Central library	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Onsite <input type="checkbox"/> Offsite <input type="checkbox"/> Both
Degree granted by an affiliated academic institution	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Onsite <input type="checkbox"/> Offsite <input type="checkbox"/> Both
M.S. degree?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Onsite <input type="checkbox"/> Offsite <input type="checkbox"/> Both
Molecular genetics lab capabilities	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Onsite <input type="checkbox"/> Offsite <input type="checkbox"/> Both
Ph.D. degree?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Onsite <input type="checkbox"/> Offsite <input type="checkbox"/> Both
Public education using collections	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Onsite <input type="checkbox"/> Offsite <input type="checkbox"/> Both

Question 19 of 41:

Rank your top five needs for the collection in your care from 1 (highest) to 5 (lowest).

Note: Click a checked button to clear it.

Building Construction	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Building Renovation for Collections	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Building Renovation for Exhibition/Education	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Building Renovation for Research/Office Space	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Collections Management Staff	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Computer Facilities	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Computer Personnel	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Curatorial Staff	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Digitization	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Environmental control (temp, humidity, pests)	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Funds for Training Students	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Help managing loans, accessions/deaccessions	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Legal Problems Related to Collections	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Library Facilities	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Research Facilities	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Storage Furnishings & Curatorial Materials	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Other (please specify)	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5

Question 20 of 41:

Does the collection(s) in your care, or the institution housing the collection(s), have policies in place for each of the following?

Accessions	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Archives/Records	<input type="checkbox"/> Yes <input type="checkbox"/> No
Collection Permit Procedures	<input type="checkbox"/> Yes <input type="checkbox"/> No
Collections Care	<input type="checkbox"/> Yes <input type="checkbox"/> No
Collections Use	<input type="checkbox"/> Yes <input type="checkbox"/> No
Data Sharing/Distribution	<input type="checkbox"/> Yes <input type="checkbox"/> No
Deaccessions	<input type="checkbox"/> Yes <input type="checkbox"/> No
Documentation Procedures	<input type="checkbox"/> Yes <input type="checkbox"/> No
Health/Safety	<input type="checkbox"/> Yes <input type="checkbox"/> No
Information Management	<input type="checkbox"/> Yes <input type="checkbox"/> No
Live Animals	<input type="checkbox"/> Yes <input type="checkbox"/> No
Personal Ethics for Staff	<input type="checkbox"/> Yes <input type="checkbox"/> No
Repatriation	<input type="checkbox"/> Yes <input type="checkbox"/> No
Services Charges	<input type="checkbox"/> Yes <input type="checkbox"/> No

Question 21 of 41:

Does the collection(s) in your care, or the institution housing the collection(s), have a mission statement?

[Note: Click a checked button to clear it.](#)

☐ Yes ☐ No

If no, do you plan to draft a mission statement?

☐ Yes ☐ No

If yes, do you plan to modify your mission statement within the next three years?

☐ Yes ☐ No

Question 22 of 41:

Is there a strategic plan in place for the collection(s) in your care, or the institution housing the collection(s)?

☐ Yes ☐ No

If yes, what year was it drafted and do you plan to revise it in the next three years?

Year drafted (yyyy)

Revision plans ☐ Yes ☐ No

Question 23 of 41:

What types of units do you use for organizing and cataloging specimens in the collection(s) in your care? (Choose all that apply.)

- ☐ Accessions
 - ☐ Bottles
 - ☐ Boxes
 - ☐ Cultures
 - ☐ Egg sets
 - ☐ Genera
 - ☐ Individuals
 - ☐ Items
 - ☐ Jars
 - ☐ Lines
 - ☐ Lots
 - ☐ Objects
 - ☐ Packets
 - ☐ Seeds
 - ☐ Sheets
 - ☐ Slides
 - ☐ Specimens
 - ☐ Stations
-

- ☐ Strains
- ☐ Vials
- ☐ Other (please describe)

Question 24 of 41:

What is the current number of catalogued units in the collection(s) in your care?

What is the current number of uncatalogued units?

Question 25 of 41:

What was the number of units catalogued in the collection(s) in your care in each of the years listed below?

2004:	<input type="text"/>
2005:	<input type="text"/>
2006:	<input type="text"/>
2007:	<input type="text"/>
2008:	<input type="text"/>

Question 26 of 41:

What percentage of your collections' 2008 maintenance budget came from each of the following sources?

County/City Government	<input type="text"/>	%
Endowments	<input type="text"/>	%
Federal Government	<input type="text"/>	%
Foundations	<input type="text"/>	%
Institution's General Funds	<input type="text"/>	%
Private Donations	<input type="text"/>	%
Service Fees	<input type="text"/>	%

State/Provincial Government %

Other %

Question 27 of 41:

How many dollars were derived from endowments specifically for the support of your collection(s) in 2008?

\$

Question 28 of 41:

Have you received grant support for any of the following items over the past five years?

Acquisition of Collections	<input type="checkbox"/> Yes <input type="checkbox"/> No
Collection Management Staff	<input type="checkbox"/> Yes <input type="checkbox"/> No
Computerization	<input type="checkbox"/> Yes <input type="checkbox"/> No
Construction/Renovation	<input type="checkbox"/> Yes <input type="checkbox"/> No
Relocation	<input type="checkbox"/> Yes <input type="checkbox"/> No
Special Equipment	<input type="checkbox"/> Yes <input type="checkbox"/> No
Storage Equipment	<input type="checkbox"/> Yes <input type="checkbox"/> No

Question 29 of 41:

Did you budget for support for the collection(s) in your care in any of your research proposals within the past five years?

☐ Yes ☐ No

Question 30 of 41:

Has the collection(s) in your care absorbed any orphaned collections within the past 5 years?

☐ Yes ☐ No

If yes, what is the number of units absorbed?

Question 31 of 41:

Is any portion of the collection(s) in your care computerized?

☐ Yes ☐ No

If yes, what percentage?

 %

What was the number of units computerized in 2008?

Question 32 of 41:

Are data from the collection(s) in your care accessible via the Internet?

☐ Yes ☐ No

If yes, how are the data accessed? (Check all that apply.)

- ☐ Global data facility
- ☐ Searchable database at your institution
- ☐ Taxon specific database network

Question 33 of 41:

Is any portion of the collection(s) in your care georeferenced?

☐ Yes ☐ No

If yes, what percentage?

 %

What was the number of units georeferenced in 2008?

Question 34 of 41:

How many graduate students whose major advisor was associated with the collection(s) in your care received degrees each of the past five years?

2004:	<input type="text"/>
2005:	<input type="text"/>
2006:	<input type="text"/>
2007:	<input type="text"/>
2008:	<input type="text"/>

Question 35 of 41:

How many graduate students were in residence for at least one month in the collection(s) in your care for each of the past five years?

2004:	<input type="text"/>
2005:	<input type="text"/>
2006:	<input type="text"/>
2007:	<input type="text"/>
2008:	<input type="text"/>

Question 36 of 41:

How many loan requests were processed in specimen units (i.e., lots, sheets, specimens...) and in number of loan requests for each of the past five years?

	Number of loan requests	Total number of specimen units
2004:	<input type="text"/>	<input type="text"/>
2005:	<input type="text"/>	<input type="text"/>
2006:	<input type="text"/>	<input type="text"/>
2007:	<input type="text"/>	<input type="text"/>

2008:

Question 37 of 41:

How many research-related visitors used the collection(s) in your care in each of the past five years?

2004:
2005:
2006:
2007:
2008:

Question 38 of 41:

Please indicate whether the collection(s) in your care are protected against the environmental threats listed below. (Check all that apply.)

- ☐ Fire
- ☐ Humidity
- ☐ Pests
- ☐ Temperature Change
- ☐ Theft
- ☐ Water Damage

Question 39 of 41:

Please indicate whether you or anyone affiliated with the collection(s) in your care provided any of the following services to other organizations or individuals in the past five years and whether fees were charged.

Ecological/Biodiversity Consulting	<input type="checkbox"/> Service provided	<input type="checkbox"/> Fees charged
Field Collecting	<input type="checkbox"/> Service provided	<input type="checkbox"/> Fees charged
Genetic Stock Maintenance	<input type="checkbox"/> Service provided	<input type="checkbox"/> Fees charged
Identifications	<input type="checkbox"/> Service provided	<input type="checkbox"/> Fees charged

Information to the Public	<input type="checkbox"/> Service provided	<input type="checkbox"/> Fees charged
Loans	<input type="checkbox"/> Service provided	<input type="checkbox"/> Fees charged
Maintenance of Endangered Species	<input type="checkbox"/> Service provided	<input type="checkbox"/> Fees charged
Repository Services	<input type="checkbox"/> Service provided	<input type="checkbox"/> Fees charged
Specimen Preparation/Conservation	<input type="checkbox"/> Service provided	<input type="checkbox"/> Fees charged
Training/Education	<input type="checkbox"/> Service provided	<input type="checkbox"/> Fees charged

Question 40 of 41:

What is the geographic focus of the collection(s) in your care (more than half of the units from this area)?

- ☐ Worldwide (several continents)
- ☐ International (several countries, but few continents)
- ☐ Continental (few countries all from same continent)
- ☐ Regional (few neighboring states)
- ☐ One State/Province

Question 41 of 41:

Please rate each of the following aspects of the collection(s) in your care as either state-of-the-art, good, acceptable, minimally acceptable, or unacceptable:

Collection space	<input type="checkbox"/> State-of-the-art	<input type="checkbox"/> Good	<input type="checkbox"/> Acceptable	<input type="checkbox"/> Minimally acceptable	<input type="checkbox"/> Unacceptable
Computing resources	<input type="checkbox"/> State-of-the-art	<input type="checkbox"/> Good	<input type="checkbox"/> Acceptable	<input type="checkbox"/> Minimally acceptable	<input type="checkbox"/> Unacceptable
Facilities services	<input type="checkbox"/> State-of-the-art	<input type="checkbox"/> Good	<input type="checkbox"/> Acceptable	<input type="checkbox"/> Minimally acceptable	<input type="checkbox"/> Unacceptable
Operating support	<input type="checkbox"/> State-of-the-art	<input type="checkbox"/> Good	<input type="checkbox"/> Acceptable	<input type="checkbox"/> Minimally acceptable	<input type="checkbox"/> Unacceptable

Staff resources	<input type="checkbox"/> State-of-the-art	<input type="checkbox"/> Good	<input type="checkbox"/> Acceptable	<input type="checkbox"/> Minimally acceptable	<input type="checkbox"/> Unacceptable
Storage units (cabinets, shelves, etc.)	<input type="checkbox"/> State-of-the-art	<input type="checkbox"/> Good	<input type="checkbox"/> Acceptable	<input type="checkbox"/> Minimally acceptable	<input type="checkbox"/> Unacceptable
