



## State Government Digital Information Preservation Survey Survey Description

### **INTRODUCTION**

This survey is a project of the Center for Technology in Government, University at Albany – State University of New York and is supported by the U.S. Library of Congress under the National Science Foundation grant # ITR-0205152. It is designed to gather data about state government digital information preservation activities.

Participants of the three Library of Congress Consultation Workshop with States held in the spring of 2005 expressed strong interest in this information. Those workshops, held as part of the Library of Congress' National Digital Information Infrastructure and Preservation Program (NDIIPP) brought together representatives from all 50 states and several of the territories to explore issues related to the preservation of state government digital information. Workshop participants and the Library of Congress are interested in fostering partnership efforts and collaborative strategies toward preserving state government digital information.

During those workshops participants identified the need for access to basic information about the existence and nature of ongoing preservation activities in other states. To this end, this survey asks questions that allow states to describe their environments, successes, challenges, and opportunities for improving capabilities regarding digital preservation.

### **WHAT IS THE SCOPE OF THIS SURVEY?**

For the purpose of this survey, digital preservation is defined broadly as the management of government digital information for long term access and use. Not included in the scope of this survey are activities related to the transformation of information from an analog or physical format into a digital format (e.g., scanning of paper records and converting text on paper into text in computer files).

### **WHY SHOULD MY STATE COMPLETE THIS SURVEY?**

The information collected through this survey will be compiled into a report that summarizes state government digital information preservation activities by state and across states. The report is intended to be a vehicle for sharing knowledge and identifying opportunities for digital preservation partnerships. It will not be a "Report Card" on states' digital preservation activities. The report will be posted on the web and electronic copies will be sent to all respondents and workshop participants.

### **WHO IS RECEIVING THIS SURVEY?**

The survey is being sent to State and Territorial Librarians, Archivists, and those Records Managers who are part of a separate administrative unit from the Library or Archives in their state.

## Survey Instructions

### WHO SHOULD RESPOND?

Each state should decide the response approach that best suits its own conditions. The following are provided as guidelines to inform this decision:

- The survey should not be responded to by an individual working in isolation from others in their unit, agency, or state.
- For those states where the Library, Archives, or Records Management functions fall under separate administrative agencies, those units may decide if one or more responses will best reflect the state government digital information preservation activities of their state.
- For those states where the Library, Archives, or Records Management functions fall under the same administrative agency, the agency may decide if one or more responses will best reflect the state government digital information preservation activities of their state.
- In those cases where the Library, Archives, and Records Management units are administratively separate, each unit could submit one response. Therefore a state with three separate administrative units might submit three separate responses. A state with the library in one administrative unit and the archives and records management in another, might submit two.

### WEB-BASED SURVEY INSTRUCTIONS

The survey tool allows you to complete the survey over multiple sessions. You may review or change your survey answers by using the "Previous" and "Save and Continue" buttons on the bottom of each survey page. To avoid losing data that you have entered, please **do not** use your browser's "Back" and "Forward" buttons. If you would like to leave the survey and resume it at a later time, click on the "Save and Continue" button at the bottom of the page you are working on. You can enter the survey again by clicking on the link provided in our email to you. You will be taken to the question you last answered and can continue to complete the survey. If an interruption occurs (e.g., the browser freezes) please reenter the survey by clicking on the link provided in the email as well. When you have completed the entire survey, be sure to click "Submit Completed Survey" at the end of the last screen.

A PDF version of the survey is available if you would like a printable copy to help you complete the Web-based survey at [www.ctg.albany.edu/static/statessurvey.pdf](http://www.ctg.albany.edu/static/statessurvey.pdf).

### SURVEY TIMELINE

Respondents will have six weeks to complete the survey. Please submit your completed survey no later than **February 20, 2006**.

### SURVEY CONTACT

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bburke@ctg.albany.edu

## Section 1. Responding Unit(s)

### 1. Name of state or territory responding.

### 2. Name and affiliation of individual(s) responding on behalf of the state or territory.

**From this point forward in the survey the term "state" will be used to refer to states, territories, and the District of Columbia.**

### 3. Survey response covers the following units for this state (check all that apply):

Library

Archives

Records

Other (please specify)

## **Section 2. Institutional Roles and Responsibilities**

This section asks about the extent of authority for setting standards for digital information created or maintained by EXECUTIVE, LEGISLATIVE, and JUDICIAL agencies and about the services provided by the responding unit(s) to these agencies.

In this section, you will see separate pages with questions pertaining to:

- EXECUTIVE Agencies (Sections 2.1a-b);
- LEGISLATIVE Agencies (Sections 2.2a-b); and
- JUDICIAL Agencies (Sections 2.3a-b)

**Section 2.1a. Setting Standards for EXECUTIVE Agencies**

**4. Please indicate which unit(s), if any, has authority for setting standards for digital information created or maintained by EXECUTIVE agencies. If authority is shared or delegated please check all boxes that apply. If you would like to list other standards and/or provide additional descriptive information related to these authority relationships, spaces are provided in the next two questions.**

	Authority not assigned	Library has authority	Archives has authority	Records Management has authority	Others (Please specify below)
Setting data management standards and or guidelines for information creation (e.g., metadata, file formats).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Setting information technology standards and or guidelines for information creation (e.g., state approved software applications).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Setting standards for information retention and disposal (e.g., retention periods and methods of disposal) for various series/types of digital records and publications.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**5. Please list other standards and the units with authority over setting them.**

**6. Please provide additional descriptive information.**

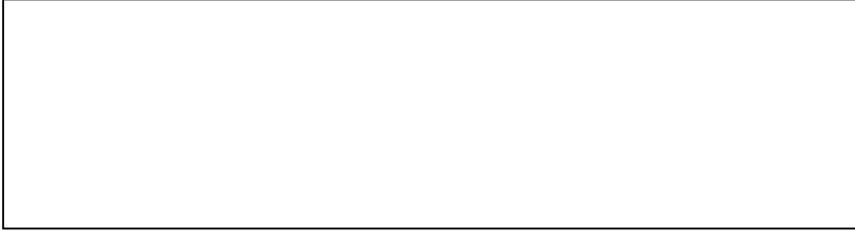
**Section 2.1b. Services Provided to EXECUTIVE Agencies**

**7. Please indicate which unit(s), if any, provides the services, specified below, to EXECUTIVE agencies. If services are provided by multiple units please check all boxes that apply. If you would like to list other services and/or provide additional descriptive information about the service relationships, spaces are provided in the next two questions.**

	Services not provided	Library provides services	Archives provides services	Records Management provides services	Others (Please specify below)
Storage for digital information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consultation and training services on digital information creation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consultation and training services on digital information management.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consultation and training services on digital information preservation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consultation and training services on digital information access.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Preservation (e.g., migration, reformatting).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access (e.g., search engine).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Certification (e.g., trustworthiness of system, backups sufficient).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**8. Please list other services provided and the unit(s) that provides them.**

**9. Please provide additional descriptive information.**



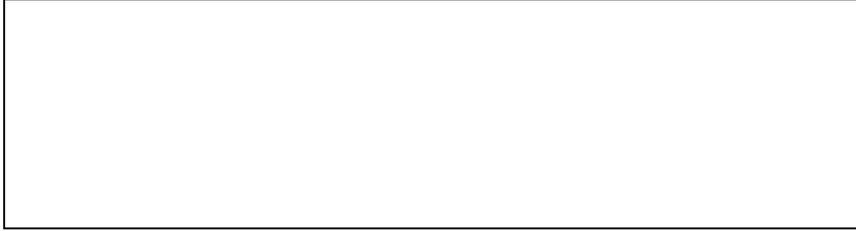
**Section 2.2a. Setting Standards for LEGISLATIVE Agencies**

**10. Please indicate which unit(s), if any, has authority for setting standards for digital information created or maintained by LEGISLATIVE agencies. If authority is shared or delegated please check all boxes that apply. If you would like to list other standards and/or provide additional descriptive information related to these authority relationships, spaces are provided in the next two questions.**

	Authority not assigned	Library has authority	Archives has authority	Records Management has authority	Others (Please specify below)
Setting data management standards and or guidelines for information creation (e.g., metadata, file formats).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Setting information technology standards and or guidelines for information creation (e.g., state approved software applications).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Setting standards for information retention and disposal (e.g., retention periods and methods of disposal) for various series/types of digital records and publications.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**11. Please list other standards and the units with authority over setting them.**

**12. Please provide additional descriptive information.**

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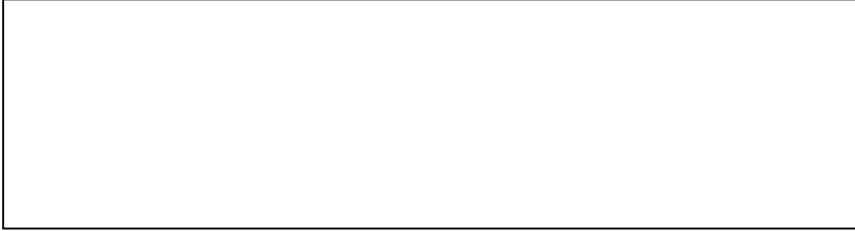
**Section 2.2b. Providing Service to LEGISLATIVE Agencies**

**13. Please indicate which unit(s), if any, provides the services, specified below, to LEGISLATIVE agencies. If services are provided by multiple units please check all boxes that apply. If you would like to list other services and/or provide additional descriptive information about the service relationships, spaces are provided in the next two questions.**

	Services not provided	Library provides services	Archives provides services	Records Management provides services	Others (Please specify below)
Storage for digital information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consultation and training services on digital information creation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consultation and training services on digital information management.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consultation and training services on digital information preservation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consultation and training services on digital information access.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Preservation (e.g., migration, reformatting).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access (e.g., search engine).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Certification (e.g., trustworthiness of system, backups sufficient).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**14. Please list other services provided and the unit(s) that provides them.**

**15. Please provide additional descriptive information.**

A large, empty rectangular box with a thin black border, intended for the respondent to provide additional descriptive information.

**Section 2.3a. Setting Standards for JUDICIAL Agencies**

**16. Please indicate which unit(s), if any, has authority for setting standards for digital information created or maintained by JUDICIAL agencies. If authority is shared or delegated please check all boxes that apply. If you would like to list other standards and/or provide additional descriptive information related to these authority relationships, spaces are provided in the next two questions.**

	Authority not assigned	Library has authority	Archives has authority	Records Management has authority	Others (Please specify below)
Setting data management standards and or guidelines for information creation (e.g., metadata, file formats).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Setting information technology standards and or guidelines for information creation (e.g., state approved software applications).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Setting standards for information retention and disposal (e.g., retention periods and methods of disposal) for various series/types of digital records and publications.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**17. Please list other standards and the units with authority over setting them.**

**18. Please provide additional descriptive information.**

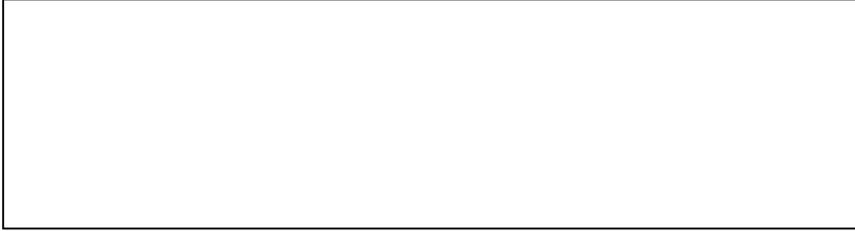
**Section 2.3b. Providing Service to JUDICIAL Agencies**

**19. Please indicate which unit(s), if any, provides the services, specified below, to JUDICIAL agencies. If services are provided by multiple units please check all boxes that apply. If you would like to list other services and/or provide additional descriptive information about the service relationships, spaces are provided in the next two questions.**

	Services not provided	Library provides services	Archives provides services	Records Management provides services	Others (Please specify below)
Storage for digital information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consultation and training services on digital information creation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consultation and training services on digital information management.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consultation and training services on digital information preservation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consultation and training services on digital information access.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Preservation (e.g., migration, reformatting).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access (e.g., search engine).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Certification (e.g., trustworthiness of system, backups sufficient).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**20. Please list other services provided and the unit(s) that provides them.**

**21. Please provide additional descriptive information.**

A large, empty rectangular box with a thin black border, intended for the respondent to provide additional descriptive information.

**Section 3. State Government Digital Information Preservation Activities**

This section of the survey will capture up to five descriptions of past or current digital preservation activities in your state. Table 1 provides examples of types of preservation activities of interest.

<b>TABLE 1: EXAMPLES OF PRESERVATION ACTIVITIES</b>
Capture or acquisition of digital information
Selection of digital information
Arrangement/Description (metadata) of digital information
Creation of administrative metadata for digital information
Reference for/Access to digital information
Managing digital information
Policy development/implementation
Education/Outreach (within state government)
Implementation of technical infrastructure (e.g., computer software, hardware, and networks)

**The following three descriptions are provided as examples of the types of digital preservation activity of interest in this section:**

**DIGITAL PRESERVATION ACTIVITY DESCRIPTION EXAMPLE #1**

The State of Alpha has digital images of 3500 Public Land Survey plot maps drawn by the U.S. Surveyor General's Office over the years 1848-1907. They are the official, legal land records for the entire state; all property titles and descriptions stem from them. These images, and their accompanying metadata, present a preservation challenge. Together, they comprise nearly 2 TB of data stored on over 200 CDs. Managing that volume of information and media stretched the resources and the technology of Alpha's State Archives. The prospect of migrating to a new storage medium for that collection alone was daunting. These challenges encouraged the State Archives to work with the University Supercomputer Center to test its Storage Resource Broker and grid technology in replicating and storing both data and metadata in a distributed environment.

**DIGITAL PRESERVATION ACTIVITY DESCRIPTION EXAMPLE #2**

The State of Beta is mandated to acquire official reports issued by state agencies. This mandate includes official state agency reports created in digital formats so the State Library extended its depository program to include reports in digital format. To support this extension the Library created a web page describing the depository program, promoted it through its outreach efforts, and solicited the submission of electronic reports through a specific email address "reports@betalibrary.gov."

**DIGITAL PRESERVATION ACTIVITY DESCRIPTION EXAMPLE #3**

The State of Gamma is implementing a central repository for all state publications called GSPACe. The primary responsibility for the system belongs to the Gamma State Historical Society (State Archivist) and the State Library of Gamma, but the project team involves all three branches of government. In the first phase they implemented an ongoing pilot project targeting 25 publications identified in statute. As part of phase two, they are currently working to expand the project to all publications on agency web sites. In the final phase, they will include all state publications. The GSPACe system uses DSpace software, and is

PRINTABLE VERSION OF THE STATE GOVERNMENT DIGITAL INFORMATION  
PRESERVATION SURVEY (January 2006)  
For use by State Librarians, Archivists, and Records Managers completing the Web-based survey

designed on the OAIS Reference Model. From this work they have now started on a project plan and system design. They hope to have this completed late in 2006 so it can be presented to the legislature in January, 2007.

**Section 3. State Government Digital Information Preservation Activities #1**

Please use the space below to describe up to five past or current state government digital information preservation activities in your state.

**22. TITLE OF THE STATE GOVERNMENT DIGITAL INFORMATION PRESERVATION ACTIVITY:**

**23. SHORT DESCRIPTION:**

**Please provide 1-3 paragraphs describing the state government digital information preservation activity and the parties involved (e.g., other local/state/federal agencies, other states, and the academic and private sectors)**

**24. LINKS:**

**Provide links to related Web sites or project documents.**

**25. CONTACT FOR THIS ACTIVITY:**

**Provide links to contact information or enter the contact information directly.**

**26. Do you have another activity to report?**

- Yes
- No

**Section 3. State Government Digital Information Preservation Activities #2**

**27. TITLE OF THE STATE GOVERNMENT DIGITAL INFORMATION PRESERVATION ACTIVITY:**

**28. SHORT DESCRIPTION:**

Please provide 1-3 paragraphs describing the state government digital information preservation activity and the parties involved (e.g., other local/state/federal agencies, other states, and the academic and private sectors)

**29. LINKS:**

Provide links to related Web sites or project documents.

**30. CONTACT FOR THIS ACTIVITY:**

Provide links to contact information or enter the contact information directly.

**31. Do you have another activity to report?**

- Yes
- No

**Section 3. State Government Digital Information Preservation Activities #3**

**32. TITLE OF THE STATE GOVERNMENT DIGITAL INFORMATION PRESERVATION ACTIVITY:**

**33. SHORT DESCRIPTION:**

Please provide 1-3 paragraphs describing the state government digital information preservation activity and the parties involved (e.g., other local/state/federal agencies, other states, and the academic and private sectors)

**34. LINKS:**

Provide links to related Web sites or project documents.

**35. CONTACT FOR THIS ACTIVITY:**

Provide links to contact information or enter the contact information directly.

**36. Do you have another activity to report?**

- Yes
- No

**Section 3. State Government Digital Information Preservation Activities #4**

**37. TITLE OF THE STATE GOVERNMENT DIGITAL INFORMATION PRESERVATION ACTIVITY:**

**38. SHORT DESCRIPTION:**

Please provide 1-3 paragraphs describing the state government digital information preservation activity and the parties involved (e.g., other local/state/federal agencies, other states, and the academic and private sectors)

**39. LINKS:**

Provide links to related Web sites or project documents.

**40. CONTACT FOR THIS ACTIVITY:**

Provide links to contact information or enter the contact information directly.

**41. Do you have another activity to report?**

- Yes
- No

**Section 3. State Government Digital Information Preservation Activities #5**

**42. TITLE OF THE STATE GOVERNMENT DIGITAL INFORMATION PRESERVATION ACTIVITY:**

**43. SHORT DESCRIPTION:**

Please provide 1-3 paragraphs describing the state government digital information preservation activity and the parties involved (e.g., other local/state/federal agencies, other states, and the academic and private sectors)

**44. LINKS:**

Provide links to related Web sites or project documents.

**45. CONTACT FOR THIS ACTIVITY:**

Provide links to contact information or enter the contact information directly.

**Section 4. Training Needs for Digital Preservation Related Activities**

**46. Drawing on your examples of digital preservation activities described in the last section or your plans for future activities, what level of training does your unit(s) need to build the necessary capabilities for a successful digital preservation program in your state?**

	Training already provided	Basic training needed	Advanced training needed
Identify the type and amount of digital information throughout the state.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Select and appraise state government information in digital form.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Identify key stakeholders related to specific digital information (other local/state agencies, other states, private sector, etc.).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Negotiate and make agreements with key stakeholders to preserve digital information.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Acquire state government information in digital form for holdings.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Manage state government information in digital form (metadata, reformatting, etc.).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Manage the ingest of digital information into a repository.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Manage the long-term storage of digital information in a repository.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Develop mechanisms to monitor the long-term usability of state government information in digital form.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Make state government information in digital form accessible to users.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Produce a disaster and recovery planning for state government information in digital form.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Manage copyright, security, and other legal issues of relevance to state government digital information.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (Please specify in the next question).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**47. Please specify any other digital preservation capability that you have had or need training in.**

**48. If you are currently developing any of the above mentioned capabilities for digital preservation, please provide a 1-3 paragraphs description of how you are developing it. Also, please include whether this involves other agencies within your state, other states, or the private or academic sectors. If available, please provide links to sites that describe the capabilities identified or that point to resources to support staff development in these areas.**

**Section 5. State Government Digital Information Currently At-Risk #1**

Please provide up to five examples of state government digital information that is at-risk of deteriorating or being altered or lost through format or technological obsolescence, policy or procedural gaps, or financial constraints. Please give examples that are both content type and originator specific (e.g., electronic correspondence of the State Attorney General, state agency web sites, court records, legislative proceedings in digital form).

**49. AT-RISK STATE GOVERNMENT DIGITAL INFORMATION:**  
Please provide 1-3 sentences describing the state government digital information that is at-risk.

**50. SHORT DESCRIPTION OF CONDITIONS CAUSING INFORMATION TO BE AT-RISK:**  
Please provide 1-3 paragraphs describing the conditions putting the state government digital information at-risk.

**51. STRATEGIES BEING CONSIDERED TO PRESERVE AT-RISK STATE GOVERNMENT DIGITAL INFORMATION:**  
Please provide 1-3 paragraphs characterizing the strategies being considered for reducing the risk to this information, include policy development efforts, partnership efforts, and technology investments.

**52. Do you have another activity to report?**

- Yes
- No

**Section 5. State Government Digital Information Currently At-Risk #2**

**53. AT-RISK STATE GOVERNMENT DIGITAL INFORMATION:**  
Please provide 1-3 sentences describing the state government digital information that is at-risk.

**54. SHORT DESCRIPTION OF CONDITIONS CAUSING INFORMATION TO BE AT-RISK:**  
Please provide 1-3 paragraphs describing the conditions putting the state government digital information at-risk.

**55. STRATEGIES BEING CONSIDERED TO PRESERVE AT-RISK STATE GOVERNMENT DIGITAL INFORMATION:**  
Please provide 1-3 paragraphs characterizing the strategies being considered for reducing the risk to this information, include policy development efforts, partnership efforts, and technology investments.

**56. Do you have another activity to report?**

- Yes
- No

**Section 5. State Government Digital Information Currently At-Risk #3**

**57. AT-RISK STATE GOVERNMENT DIGITAL INFORMATION:**  
Please provide 1-3 sentences describing the state government digital information that is at-risk.

**58. SHORT DESCRIPTION OF CONDITIONS CAUSING INFORMATION TO BE AT-RISK:**  
Please provide 1-3 paragraphs describing the conditions putting the state government digital information at-risk.

**59. STRATEGIES BEING CONSIDERED TO PRESERVE AT-RISK STATE GOVERNMENT DIGITAL INFORMATION:**  
Please provide 1-3 paragraphs characterizing the strategies being considered for reducing the risk to this information, include policy development efforts, partnership efforts, and technology investments.

**60. Do you have another activity to report?**

- Yes
- No

**Section 5. State Government Digital Information Currently At-Risk #4**

**61. AT-RISK STATE GOVERNMENT DIGITAL INFORMATION:**  
Please provide 1-3 sentences describing the state government digital information that is at-risk.

**62. SHORT DESCRIPTION OF CONDITIONS CAUSING INFORMATION TO BE AT-RISK:**  
Please provide 1-3 paragraphs describing the conditions putting the state government digital information at-risk.

**63. STRATEGIES BEING CONSIDERED TO PRESERVE AT-RISK STATE GOVERNMENT DIGITAL INFORMATION:**  
Please provide 1-3 paragraphs characterizing the strategies being considered for reducing the risk to this information, include policy development efforts, partnership efforts, and technology investments.

**64. Do you have another activity to report?**

- Yes
- No

**Section 5. State Government Digital Information Currently At-Risk #5**

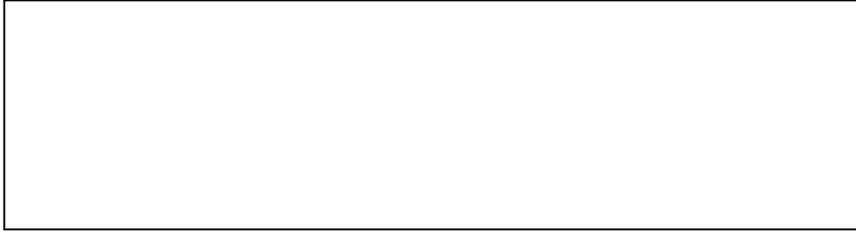
**65. AT-RISK STATE GOVERNMENT DIGITAL INFORMATION:**  
Please provide 1-3 sentences describing the state government digital information that is at-risk.

**66. SHORT DESCRIPTION OF CONDITIONS CAUSING INFORMATION TO BE AT-RISK:**  
Please provide 1-3 paragraphs describing the conditions putting the state government digital information at-risk.

**67. STRATEGIES BEING CONSIDERED TO PRESERVE AT-RISK STATE GOVERNMENT DIGITAL INFORMATION:**  
Please provide 1-3 paragraphs characterizing the strategies being considered for reducing the risk to this information, include policy development efforts, partnership efforts, and technology investments.

**Section 5. State Government Digital Information Currently At-Risk (Continued)**

**68. Please provide examples of government digital information in your state that was not preserved and is no longer accessible.**



## Section 6. Enterprise Architecture

According to a National Association of State Chief Information Officers (NASCIO) report published in October of 2005 over 95% of the responding states have embraced Enterprise Architecture (EA) as a framework for systematically determining needs and demands and reshaping "government processes, organization, and supporting management systems."

Please answer the below questions to assess your unit's or units' awareness of and involvement in your state's Enterprise Architecture efforts.

**69. Is your unit(s) aware of your state's Enterprise Architecture efforts?**

- Yes
- No

**70. Is your unit(s) involved in your state's Enterprise Architecture efforts?**

- Yes
- No

**71. If your unit is involved in your state's Enterprise Architecture efforts, please describe the nature of that involvement.**

**72. Please include links to relevant documentation that describes your unit's involvement in your state's Enterprise Architecture efforts.**

**Section 7. Additional Thoughts or Comments**

**73. If you have additional thoughts or comments about your state's digital preservation activities, please enter them in the space provided below.**

**Thank you for your time and effort in completing this survey.**