

Please utilize this document to assist in the preparation of completing the IMPACT Index



### PRE-SURVEY CHECKLIST

Documentation that will expedite the survey process:

- Yearly Budgets
- Policies and Procedures
- Membership & Use Logs
- Annual Reports
- Corporate Documents

- Applies to your program
- May apply to your program
- Not applicable to your program

### WHAT YOU WILL BE ASKED THROUGHOUT THE SURVEY:

BACKGROUND INFORMATION
OPERATIONS QUESTIONS
AFFILIATIONS & PARTNERSHIPS
PROGRAMMING & TENANT/CLIENT OFFERINGS
TENANT/CLIENT QUESTIONS
MISSION & GOALS
INCOME/FUNDING
APPLICATION & GRADUATION METRICS
FACILITIES METRICS
IMPACT METRICS
OPEN ENDED QUESTIONS

FOR MORE INFORMATION, PLEASE CONTACT THE RESEARCH TEAM AT 407-965-5653 EXT 600

