

# Center for the Study of Upper Midwestern Cultures

Nicole Saylor and CSUMC staff prepared the collections stewardship and archiving questionnaire below in 2005, in preparation for work on the “Survey of Public Folklore Collections in the Upper Midwest” project, funded by the National Historic Publications and Records Commission. Aided by Sara Ziemendorf of the University of Wisconsin-Madison Learning Support Services, Saylor crafted an online version of the questionnaire that was accessible through the CSUMC website in 2005-2006. While she sent the link to organizations in the region that archive public folklore collections, only a few responded online. Nevertheless, Saylor used the questionnaire to interview records holders face to face, and to describe the collections she was able to survey first-hand. It is reproduced here, no longer in its interactive online format, as a record of the CSUMC Archives Program survey tool, and as a guide to the questions that need to be asked when analyzing and describing classic multiformat folk arts project collections. (Editors KJB & JCG have made some minor adjustments from the original for the present format.)

## Survey of Public Folklore Collections in the Upper Midwest

The Center for the Study of Upper Midwestern Cultures is distributing this online survey to collect information on publicly-funded folklore fieldwork collections that document traditional culture in the Upper Midwest – significant primary documents chronicling both the grassroots artistic expression of shared human experiences within the Upper Midwest and the concerted efforts of scholars and public agencies to create a record of those experiences.

The eventual fruit of this project will be an online catalog of the region’s fieldwork collections, which means CSUMC staff may follow-up with survey participants to collect additional information about collections by phone or in person.

A note about the survey structure: The survey takes a project-based approach to finding out what documentation exists and thus focuses on a single project at a time. Those with information on more than one project are asked to fill out the survey as many times as necessary to cover the number of projects for which you have information.

The survey is broken down into four parts:

1. General Project Information
2. Products Resulting from Fieldwork
3. Accessibility
4. Collection Inventory

Depending on the size of your collection, the survey should only take about 5-10 minutes.

We appreciate the cooperation of all who participate with this effort. If you have questions about this survey, please contact Nicole Saylor at (608) 262-8180 or by email at [nasaylor@wisc.edu](mailto:nasaylor@wisc.edu).

Your name:  
Phone number:  
Email address:

### **Part I -- General Project Information**

Name of project (e.g. Midwest Folklife Festival 2000):

Staff/Fieldworkers (Please list all personnel associated with this project – folklorists, photographers, administrators, etc.):

Project history (Provide a brief summary of the project – how it came about, goals of the project, etc.):

Sponsoring agency (e.g. Wisconsin Arts Board):

Grant-funding entity (e.g. NEA):

Inclusive dates:

Number of people documented:

Names:

Ethnic group(s) represented:

### **Part II -- Products Resulting from Fieldwork**

**You have two choices here.**

If you wish to add a collection product, you can do so below.

Or you can move on to Part III.

Product type: Print Publication  
Recording  
Website  
Movie or Video  
Festival  
Other



**Part IV -- Collection Inventory**

As best you can, please offer an accounting of the documentation associated with the publicly funded fieldwork project.

	<b>Quantity</b> e.g. 15	<b>Location</b> e.g. Mills Music Library, UW-Madison	<b>If Other, please explain</b>
<b>Manuscript Materials</b>			
Project folders			
Other			
<b>Sound Recordings</b>			
Cassettes			
DATs			
Mini-discs			
Compact discs			
7-inch reels			
10-inch reels			
LPs			
78 rpm records			
Other			
<b>Graphic Images</b>			
35mm color slides			
Photo prints (color)			
Photo prints (black & white)			
Photo prints (both color & b&w)			
Internegatives			
Contact sheets			
Other			
<b>Electronic Media</b>			
Floppy diskettes			
CDs			
DVDs			
Other			
<b>Artifacts:</b> please describe			
<b>Additional Comments</b>			

You are almost finished...just submit your answers!  
Click to finish

**Thanks for taking the time to fill out this form**