

## **CHECKLIST FOR PHYSICAL FACILITIES**

1. The library has a schedule for the on-going maintenance of all facilities.

Completed    In progress    Not planned

2. The library facility is attractive and welcoming.

Completed    In progress    Not planned

3. The library facility meets space and furnishing guidelines for its size, collection and programming needs.

Completed    In progress    Not planned

4. The library facility meets lighting guidelines for its size. Lighting is adequate to the tasks performed and strong enough to serve the visually impaired.

Completed    In progress    Not planned

5. The library has adequate signage.

Completed    In progress    Not planned

6. The library facility meets the parking guidelines for its size.

Completed    In progress    Not planned

7. The library has a written ADA compliance plan.

Completed    In progress    Not planned

8. If the library facility restricts the delivery of needed services, a building program is planned or in process.

Completed    In progress    Not planned

9. The present facility, or the facility being planned, meets the requirements of the Americans with Disabilities Act.

Completed    In progress    Not planned

10. The library has an emergency preparedness plan.

Completed    In progress    Not planned