



2022-10-05

To: Cultural Affairs, Department of (DCLA)

From: Municipal Library Staff

The New York City Charter, Chapter 49, Section 1133, requires that agencies submit to the Department of Records and Information Services (DORIS) all reports, documents, studies and publications required by local law, executive order, or mayoral directive to be published, issued, or transmitted to the City Council or Mayor, within 10 business days of their publication. For any report that is not received within 10 business days of the publication date, DORIS is required to email the agency to request the report, and to provide the text of that email in place of the report in the Government Publications Portal.

Consistent with these requirements, DORIS hereby requests the transmission of the report shown below, which DORIS has not received as of 2022-10-05. Please submit this report to the Government Publications Portal. If you have questions, please contact staff at the Municipal Library at munilib@records.nyc.gov.

Required Report Type: Annual Report on the Cultural Institutions Group

Report Description: Data in the aggregate regarding the cultural institutions group to the extent such data is made available to the department, including at a minimum: a. total visitor attendance; b. number of free or reduced-price visits; c. total attendance by public school students through school-organized visits; d. total attendance by non-public school students through school-organized visits; e. number of partnerships with public schools; f. total number of free admission hours; g. number of programs, such as performances, exhibitions, and lectures, related to the cultural institution's mission or discipline and targeted to a general audience; and h. number of programs that are targeted to or designed to reach specific groups of people including, but not limited to, seniors or youth.

Reporting Frequency: Every 1 Year

Report Due Date: 2022-09-19

Authorizing Resource (Charter and Code): New York City Charter

Chapter 67, Section 2507

Authorizing Resource (Local Law): LL 9/2017