



# Logistics Checklist

As you go through the 'Program Considerations', use the checklist below to note which services your library provides. Keep this list handy alongside the 'Information Sheet' when following up with participants.

## Checklist of Services the Library Can Provide

- ☐ **Transportation:** Provide transportation to and from the program (via collaboration with partners)
- ☐ **Accessible** building/room where the sessions will take place
- ☐ **Interpreters:** Offer interpreters (languages/ ASL)
- ☐ **Programs** for older siblings offered at the same time
- ☐ **Digital media** that can be borrowed
- ☐ **Materials:** Provide the materials in other languages: \_\_\_\_\_
- ☐ **Playtime** offered after the session
- ☐ **A blanket or mat** for parents who forget to bring one.
- ☐ **A changing table and garbage can with a lid** for dirty diapers. \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_