



**AMERICAN LIBRARY ASSOCIATION (ALA)
PUBLIC INFORMATION/RECORDS REQUESTS (PIR/PRR)
GUIDANCE**

Citizens Defending Freedom (CDF) is providing this resource to the public to offer language recommendations that may be used to request ALA-related information through public information/public records requests (PIR/PRR). As an extension of [CDF's ongoing ALA campaign](#), the following are suggested:

- ★ **Request expense reimbursements:** Consider submitting a PIR/PRR for expense reimbursements for ALA membership, as ALA memberships are paid-for library systems.
- ★ **Request ALA dues:** Consider submitting a PIR/PRR for all ALA dues paid for by library systems. This includes personal and organizational memberships. Information on ALA Organizational Membership Dues may be found [here](#). Information on ALA Personal Membership Dues may be found [here](#).
- ★ **Request travel expenses:** Consider submitting a PIR/PRR for travel expenses for library personnel to attend ALA programming. This includes any funds afforded to attend ALA training and conferences. More on the specific programming offered by the ALA may be found [here](#).
- ★ **Request ALA-connected grants and applications:** Consider submitting a PIR/PRR for information pertaining to certain grants that require ALA membership. This includes grant applications as well.