



Resource Sharing Alliance  
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East Peoria, IL 61611  
866-940-4083

## ILLINET Interlibrary Loan Survey – Where to find the data to complete the FY 2025 Survey Guide

Last updated: September 10, 2025

[Link to Illinois State Library ILLINET/IPLAR portal](#)

ILLINET Interlibrary Loan Survey for the period July 1, 2024 – June 30, 2025

Submission deadline December 31, 2025

### REQUESTS (BORROWING)

#### Details Concerning Materials Requested Through Interlibrary Loan

##### 2.3 What was the total number of items requested by your library?

This is the total amount of items received to fill holds from all libraries, in and out of RSA, in-state and out-of-state.

Items received from RSA libraries:

Report Name	Where to Find Report
Monthly Reports – Holds ILL Received Last 12 Months	RSA email
Report emailed July 1, 2025	Tab: Hold Items

A	B	C	D	E	F	G
1	NP_NORMAL					ILL Items Received
2	np_normal@members.librariesofrsa.org					Report Run Date: 7/1/2025 1:05:40 PM EST
3	Hold Items Received Last 12 Months					
4	TRANS STATEMENT					
5	Total	27,413				
6	A0_A-C-HS	3				
7	A5_ALWD-HS	11				
8	AASTOR-PLD	71				
9	AC_ALDO-SD	16				
10	AKINSON-PL	65				
11	AP_ALPHAPK	783				
12	ATLANTA-PL	127				
13	AVON-CUSD	25				
14	AYER-PLD	143				
15	B0_BROWN-C	174				
16	B5_IBUD-HS	10				
17	BB_BEARDHS	10				
18	BB2_BRD-ES	13				
19	BDFORD-PLD	92				
20	BEARD-H-ML	116				
21	BLAND-HIRE	310				

**PLUS add:**

Items received from libraries outside of RSA, in-state and out of-state.

If you use any of the ILL item type(s)\*\* for brief records of ILL items (recommended, see [Creating and Deleting a temporary record for a NON-RSA ILL Item](#)). Otherwise, use numbers from OCLC or that you track any other way.

Report Name	Where to Find Report
Monthly Reports – Holds ILL Received Last 12 Months	RSA email
Report emailed July 1, 2025	Tab: ILL Items Received

Trans Stat Itype	Stat Id)
Total	308
ILL	1
ILL-ALSA	52
ILL-ALSP	147
ILL-ILIL	82
ILL-US	26

  

<	>	ILL Reqs Init (WARREN-CO, warr)	Hold Items Re (WARREN-CO, warr)	<b>ILL Items Received</b>
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**IN-STATE****2.4 Returnables**

If you did not receive items from outside of Illinois, and only received returnables, this number will be the same as 2.3.

Items received from RSA libraries (same as above)

Report Name	Where to Find Report
Monthly Reports – Holds ILL Received Last 12 Months	RSA email
Report emailed July 1, 2025	Tab: Hold Items

**PLUS** add items received from non-RSA libraries in Illinois:

If you use the ILL-ILIL item type for brief records of ILL items from libraries in Illinois:

Report Name	Where to Find Report
Monthly Reports – Holds ILL Received Last 12 Months	RSA email
Report emailed July 1, 2025	Tab: ILL Items Received

Trans Stat Itype	Id
Total	348
ILL-ILIL	348

## 2.5 Non-returnables

If you requested an item like copies or pamphlets that didn't need to be returned.

## OUT-OF-STATE

### 2.7 Returnables

Requests you placed through OCLC or by directly contacting an out-of-state library.

If you use ILL item types\*\* for brief records of ILL items. Do not include ILL-ILIL counts. Otherwise collect data from OCLC or other sources.

Report Name	Where to Find Report
Monthly Reports – Holds ILL Received Last 12 Months	RSA email
Report emailed July 1, 2025	Tab: ILL Items Received

Trans Stat ltype	Stat Id)
Total	308
ILL	1
ILL-ALSA	52
ILL-ALSP	147
ILL-ILIL	82
ILL-US	26

  

< >	ILL Reqs Init (WARREN-CO, warr)	Hold Items Re (WARREN-CO, warr)	ILL Items Received
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## 2.8 Non-returnables

If you requested an item like copies or pamphlets that didn't need to be returned from an out-of-state library.

## SUPPLYING (LENDING)

### Details Concerning Requests Received

## 3.3 What was the total number of interlibrary loan requests RECEIVED by your library?

This is the total number of ILL sent to fill holds to RSA and non-RSA libraries, in-state and out-of-state.

Items sent to RSA libraries\*:

Report Name	Where to Find Report
Monthly Reports – Holds ILL Sent Last 12 Months	RSA email
Report emailed July 1, 2025	Tab: Holds Sent to

\*Important note: Because of the nature of resource sharing in a consortium, you receive more requests through Workflows than you fill. **We recommend that you add 10% to the number of items sent to RSA libraries. (Do the math: Loans provided x 1.1).**

**PLUS** add

Items sent to non-RSA libraries:

Report Name	Where to Find Report
Monthly Reports – Holds ILL Sent Last 12 Months	RSA email

NP_NORMAL np_normal@members.librariesofrsa.org D1500 Items Sent Last 12 Months		D1500 Items Sent Last 12 Months Report Run Date: 7/1/2025 1:04:57 PM EST	
Items Sent User			
Profile Name	(Id)		
Total		556	
D1500-ALSA		6	
D1500-ALSO		1	
D1500-ALSP		295	
D1500-ALSS		13	
D1500-ILIL		73	
D1500-US		168	
Holds Sent to (NP_NORMAL, np_n)		D1500 Items S (NP_NORMAL, np_n)	Hold Requests Received

## IN-STATE

### 3.4 Returnables

Items sent to RSA libraries\*:

Report Name	Where to Find Report
Monthly Reports – Holds ILL Sent Last 12 Months	RSA email
Report emailed July 1, 2025	Tab: Holds Sent to

\*Important note: Because of the nature of resource sharing in a consortium, you receive more requests through Workflows than you fill. **We recommend that you add 10% to the number of items sent to RSA libraries. (Do the math: Loans provided x 1.1).**

**PLUS** add

Items sent to non-RSA libraries **in Illinois**:

Report Name	Where to Find Report
Monthly Reports – Holds ILL Sent Last 12 Months	RSA email

Do NOT include D1500-US count

NP_NORMAL np_normal@members.librariesofrsa.org D1500 Items Sent Last 12 Months		D1500 Items Sent Last 12 Months Report Run Date: 7/1/2025 1:04:57 PM EST	
Trans Stat User			
Profile Name	Id)		
Total		556	
D1500-ALSA		6	
D1500-ALSO		1	
D1500-ALSP		295	
D1500-ALSS		13	
D1500-ILIL		73	
D1500-US		168	

Holds Sent to (NP\_NORMAL, np\_n) **D1500 Items S (NP\_NORMAL, np\_n)** Hold Requests Received

### 3.5 Non-returnables

If you sent an item like copies or pamphlets that didn't need to be returned.

### 3.7 Returnables

Items sent to libraries outside of Illinois:

Report Name	Where to Find Report
Monthly Reports – Holds ILL Sent Last 12 Months	RSA email
Report emailed July 1, 2025	Tab: Holds Sent to

NP_NORMAL np_normal@members.librariesofrsa.org D1500 Items Sent Last 12 Months		D1500 Items Sent Last 12 Months Report Run Date: 7/1/2025 1:04:57 PM EST	
Trans Stat User			
Profile Name	Id)		
Total		556	
D1500-ALSA		6	
D1500-ALSO		1	
D1500-ALSP		295	
D1500-ALSS		13	
D1500-ILIL		73	
D1500-US		168	

Holds Sent to (NP\_NORMAL, np\_n) **D1500 Items S (NP\_NORMAL, np\_n)** Hold Requests Received



**PLUS** addTab Circ by Other

Add columns, subtract MISSING counts.

NP\_NORMAL

np\_normal@members.librariesofrsa.org

Circ by Other Libraries' Users at Your Library Last 12 Months

Report Run Date: 7/1/2025 1:05:15 PM EST

Circulation by Other Libraries' Users at Your Library Last 12 Months

Trans Stat User Library	Trans Stat Command Desc	Charge Item Part B	Renew Item
	Trans Stat User Profile Name	Count (Trans Stat Id)	Count (Trans Stat Id)
1_RSA-NFP	SHARE-RSA	3	
	D1500-ALSA	6	
	D1500-ALSO	1	
	D1500-ALSP	295	26
AG_ALS-PDC	D1500-ALSS	13	3
	D1500-ILIL	73	18
	D1500-US	168	19
	MISSING	1,170	2
			1,172 Subtract from total
AP_ALPHAPK	ADULT	1	1
		41	64
ATLANTA-PL	NON-RSA-A	1	1
		1	1
BMFIELDPLD	ADULT	1	1
		3	4
DUNLAP-PLD	ADULT		
EB_EL-PASO	ADULT	155	107
			2
TD_TREMONT	STAFF-DEF		
	ADULT	822	694
TWANDA-DL	JUV	30	43
	SENIOR	5	8
		2	
W0_WASH-PL	ADULT-20		
	MENDING	2	
			1
WYOMING-PL	ADULT		
		4,571	2,852
		7,423	6,251

Report Description: Checkouts and renewals at your library by other libraries' users over the last 12 months.

Note: If you see "No data returned" above, it most likely means that you did not have any activity matching the report criteria.

RSA NFP Help Desk - Email: help@rsanfp.org  
Phone: 866-940-4083

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www.rsanfp.org

Circ by RCIP (NP\_NORMAL, np\_n)

Circ by Other (NP\_NORMAL, np\_n)

\*\* Possible ILL item types and what they mean:

Item Type	Description
ILL	Interlibrary Loan outside RSA online
ILL-ALSA	ILL items from Academics in RAILS but not an RSA member
ILL-ALSO	ILL items from Specials/Other in RAILS but not an RSA member
ILL-ALSP	ILL items from Publics in RAILS but not an RSA member
ILL-ALSS	ILL items from Schools in RAILS but not an RSA member
ILL-FMI	ILL Items from Find More Illinois
ILL-ILIL	ILL items for libraries in ILL but outside of RAILS
ILL-IL-NRT	ILL items In-State that are Non-Returnable
ILL-US	ILL items for libraries in outside Illinois
ILL-US-BK	ILL books for libraries in outside Illinois
ILL-US-NRT	ILL items Out of State that are Non-Returnable

Questions? Contact the RSA Help Desk at [help@rsanfp.org](mailto:help@rsanfp.org) or by phone at 866-940-4083