



Data Request Form

Information & Instructions

Complete form and submit to info@r1planning.org.

Upon receipt of your request, we will review and respond within two (2) business days. We may ask you to clarify what data you are requesting, or in cases in which data is being requested on behalf of an RPC Member Agency by a third party, confirm request with the Member Agency. For data analysis requests, please be prepared to submit any relevant data needed to conduct the analysis in an excel workbook, if available, to RPC staff upon request. Service fees may apply to fulfillment of this request.

Contact Information

Name: _____ Title: _____

Agency: _____ Is this Agency an RPC Member¹? Yes No

Phone: _____ Email: _____

Name of Project/Study: _____

If data is being requested on behalf of an RPC Member Agency¹, please identify:

RPC Member Agency: _____

Member Contact Name: _____

Phone: _____ Email: _____

RPC staff, if any, you have already contacted in regards to this request: _____

Request Information

Data Requested:

Census/Demographic

Employment

Forecasts

GIS/Maps

Surveys

Transportation

Other (Please Explain): _____

Description of the Request *(Describe the data/work you are requesting as specifically as possible.)*

¹ For a list of current member agencies, please visit: <https://r1planning.org/board-members>.

Location/Area of Interest *(Describe the location or area of interest you are requesting as specifically as possible, e.g. intersection of Riverside Boulevard and Alpine Road; ½ mile buffer around Downtown Transfer Center; Downtown Rockford between Whitman St, Kilburn Ave, Walnut St, and the Rock River)*

Date Range of Data Requested: _____

Specific Data Variables to be Included *(List all data variables to be included in the final product. e.g., roadways, geographical boundaries, unit of measure, etc.)*

Purpose of Work Requested *(Describe how the data will be used, e.g. general planning purposed, grant application, etc.)*

Desired Presentation of Information:

- Static Map Table Column/Bar Chart Line Chart
- Interactive, Hosted Map Interactive, Hosted Dashboard
- Other (Please Explain): _____

Desired Transmission Format:

- PDF JPEG GIS/Shapefile Excel
- Other (Please Explain): _____

Needed By: *(Please try to provide at least two weeks; data may be provided sooner or later depending on the complexity of the request.)*

Date: _____

Data License Terms

This agreement is to be completed and submitted with all data requests.

Region 1 Planning Council (RPC), grants to Licensee (listed below), a license to use, in accordance with this agreement, the data provided in relation to this request. Licensee agrees to pay the fees, if applicable, as established in a professional service agreement.

NO WARRANTY: RPC provides data “as is.” RPC makes no guarantee or warranty concerning the accuracy of information contained in the geographic data. RPC further makes no warranties, either expressed or implied, as to any other matter whatsoever, including, without limitation, the condition of the product, or its fitness for any particular purpose. The burden for determining fitness for use lies with the user. Although data have been processed successfully on RPC systems, no warranty, expressed or implied, is made by RPC regarding the use of these data on any other system, nor does the fact of distribution constitute or imply any such warranty.

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LICENSEE ACKNOWLEDGEMENT AND AGREEMENT

Authorized Signor:

Signed: _____

Date: _____

Name: _____

Agency: _____

For Region 1 Planning Council Use Only

Date Received: _____

Assigned To: _____

Supervisor Approval: _____

Reviewed By: _____

Data License Agreement: _____

Service Agreement: _____

Date Completed: _____

Last update: 5/4/2021