NORC 4808 OMB: 7100-0287

HOUSEHOLD ENUMERATION FOLDER (HEF) 1998 Survey of Consumer Finances AP

INTRODUCTION

Hello, I'm (YOUR NAME) from the National Opinion Research Center at the University of Chicago (SHOW ID). Recently a mailing was sent to this household from NORC which included a letter from Alan Greenspan, Chairman of the Federal Reserve Board, and a letter from NORC. These letters mention that someone would be calling regarding an important financial study that is being conducted in your area. Did you receive this mailing? (IF MAILING WAS NOT RECEIVED, OFFER ONE.)

1. First, let me make sure I have your address described correctly and then I would like to ask you just a few questions. (READ STREET NUMBER AND NAME, APT# OR OTHER DESCRIPTION FROM ASSIGNMENT BOX). IF EXACTLY THE SAME, GO TO QUESTION 2 PAGE 2.

IF THE ADDRESS IS INCORRECT, EXAMINE THE SEGMENT PRINTOUT AND RECONCILE. IF DIFFERENCES CANNOT BE RESOLVED, CALL YOUR FIELD MANAGER BEFORE CONTINUING.

Stick assignment label in box below.		
ID:	HEF Checklist1. Screener completed?2. Household Contact Obs completed?	yes yes
Seg: _ _	3. HEF data entered into CAPI?	yes
Line: Block:	-	
Address:	_	
City: State:		
FIELD INTERVIEWER:	FI ID:	1

2.	Wh	hat is the total number of people residing in this household?	
3.	Но	w many people under the age of 18 live in this household?	
	IF I	NUMBER SAME AS NUMBER IN QUESTION 2, ASK: So everyone here is under age 1	8?
		ES)11
4.	if t	r this study, we would like to interview the head of the household or that person's spouse or pathey are more knowledgeable about the household finances. Who would this be? (PROBIECESSARY)	
	NA	AME (SPECIFY)1 GO TO Q5	
	UN	NSURE	A
	4A.	We want the person who either owns the residence or whose name is on the lease, or that person's spouse or partner if they are more knowledgeable about the household finances. Who would this be? (PROBE, IF NECESSARY)	
		NAME (SPECIFY)1 GO TO Q5	
		MULTIPLE OWNERS/RENTERS 2 GO TO Q4	
		NO ONE/UNSURE	C
	4B.	Of the multiple owners/renters, we want the person who is closest to age 45 or that persons or partner if they are more knowledgeable about the household finances. Who would be? (PROBE, IF NECESSARY)	
		NAME (SPECIFY) GO TO Q5	
	4C.	In that case, we want the person closest to age 45 or that person's spouse or partner which is more knowledgeable about the finances of the household. Who would this be? (PROBI NECESSARY)	
		NAME (SPECIFY) GO TO Q5	
5.	Before	we go on, I just need to ask you a couple more preliminary questions.	
	IS (NA	ME IN QUESTION 4-4C) ALSO THE HEF INFORMANT? (PROBE, IF NECESSARY.)
)8
6.	What is	s your name?	_
7.	How ar	re you related to RESPONDENT?	_
8.	How old	ld were you on your last birthday?	
9.	CODE	SEX; IF NOT OBVIOUS SAY: and for research purposes I have to ask what is your sex	:?
		LE	

10. (NAME	E PROVIDED IN QUESTION 4-4C) has been selected to participate in this interview.
10A.	IF RESPONDENT AVAILABLE , CONDUCT THE INTERVIEW. IF RESPONDENT NOT AVAILABLE, GO TO QUESTION 10B.
10B.	IF RESPONDENT NOT AVAILABLE ASK: What would be the best time to reach (RESPONDENT)?
	_ - _ - _9_ 8_ Time: : A/P
	Phone: (_) - _ - _
	GO TO QUESTION 11. IF RESPONDENT NOT WILLING TO DO THE INTERVIEW, GO TO QUESTION 10C.
10C.	IF SELECTED RESPONDENT NOT WILLING TO DO INTERVIEW, REQUEST AN INTERVIEW WITH R'S SPOUSE/PARTNER OR WITH A PROXY.
	IF PROXY,
	1. HAVE RESPONDENT SIGN A PROXY PERMISSION FORM.
	2. DETERMINE A GOOD TIME TO CALL THE PROXY TO SCHEDULE AN APPOINTMENT AND GO TO QUESTION 11.
	_ - _ - _9_ 8_ Time: : A/P
	Phone: () -
	IF RESPONDENT REFUSES INTERVIEW, GO TO QUESTION 10D.
10D.	IF RESPONDENT REFUSES FOR SELF AND FOR SPOUSE/PARTNER OR PROXY, CIRCLE TYPE OF REFUSAL BELOW.
	SOFT REFUSAL 1 HARD REFUSAL 2 HOSTILE REFUSAL 3
11. Tha	ank you very much for your time.
INTERVIE	WER: GO TO PAGE 4 OF THE HEF HOUSEHOLD CONTACT OBSERVATIONS.

HOUSEHOLD CONTACT OBSERVATIONS

COMPLETE QUESTIONS 1-10 AT TIME OF FIRST CALL

1.	TYPE OF STRUCTURE IN WHICH R LIVES: (CODE THE FIRST THAT	APPLIES)
	DID NOT SEE R'S HOME	SKIP TO Q11
	TRAILER, MOBILE HOME	
2.	DOES THE BUILDING/PROPERTY CONTAINING THE HU HAVE ANY FOLLOWING? (CODE ALL THAT APPLY AND FOLLOW SKIP FOR FIR RESPONSE).	
	DOORMAN1GUARDHOUSE2OTHER GATEKEEPER3	
	LOCKED LOBBY 4 LOCKED GATE 5 NO TRESPASSING SIGN 6 NONE OF THE ABOVE 7	SKIP TO Q4
3.	DOES THE (DOORMAN/GUARD/GATEKEEPER) REQUIRE PERMISSIO SOMEONE IN R'S HU TO ALLOW YOU TO MAKE CONTACT WITH THE	
	YES	
4.	CONDITION OF STRUCTURE IN WHICH R LIVES:	
	GENERALLY CLEAN AND SOUND	
5.	HOUSING STRUCTURES ON (BLOCK/AREA) ARE:	
	0-20 FEET APART 1 21-100 FEET APART 2 OVER 100 FEET APART 3	

6.	THE AREA AROUND R'S HU IS: (CODE ALL THAT APPLY)	
	OPEN LAND/FARMS/RANCHES 1	
	TRAILER PARK	
	DETACHED SINGLE-FAMILY HOMES	
	ATTACHED SINGLE-FAMILY HOMES 4	
	BUILDINGS WITH 2-9 UNITS	
	BUILDINGS WITH 50 OR MORE UNITS 7	
	GOLF COURSE 8	
	PARK OR CEMETERY 9	
	COMMERCIAL STRUCTURES	
	VACANT BUILDINGS	
	SCHOOL OR OTHER GOVERNMENT BUILDING	
	OTHER	
7.	BUILDINGS IN THE IMMEDIATE NEIGHBORHOOD ARE:	
	ALL RESIDENTIAL	
	MOSTLY RESIDENTIAL	
	ABOUT EQUALLY RESIDENTIAL AND NONRESIDENTIAL 3 MOSTLY NONRESIDENTIAL	
	NONE IN VIEW	SVID TO OO
	NONE IN VIEW	SKIP TO Q9
8.	GENERAL CONDITION OF THE EXTERIOR OF BUILDINGS	
	AROUND R'S DWELLING LOOKS:	
	BETTER THAN R'S	
	AS GOOD AS R'S	
9.	NEIGHBORHOOD RESIDENTS SEEM TO BE:	
	ALL OR ALMOST ALL AFRICAN-AMERICAN 1	
	ALL OR ALMOST ALL HISPANIC	
	ALL OR ALMOST ALL NON-HISPANIC WHITE	
	MIXED AFRICAN-AMERICAN AND NON-HISPANIC WHITE 5	
	MIXED HISPANIC AND NON-HISPANIC WHITE	
	MIXED AFRICAN-AMERICAN, HISPANIC AND	
	NON-HISPANIC WHITE 7	
	OTHER MIXED NEIGHBORHOOD 8	
	OTHER 9 (SPECIFY)	
	NONE OBSERVED	
10.	GENERALLY, THE AREA AROUND THE R'S HU APPEARS TO BE:	
	UNUSUALLY WEALTHY	
	NOT UNUSUALLY WEALTHY OR UNUSUALLY POOR 2	
	UNUSUALLY POOR	

COMPLETE QUESTIONS 11-14 AFTER FIRST CONTACT WITH HEF INFORMANT

11.	THE FIRST PERSONAL CONTACT WITH THE HEF INFORMANT	ΓWA	AS:	
	FACE-TO-FACE	1		
	BY INTERCOM OR TELEPHONE AT HU OTHER TELEPHONE OTHER (SPECIFY):	3 4	}	SKIP TO Q13
	-			
12.	RACE/ETHNICITY OF HEF INFORMANT WAS:			
	NON-HISPANIC WHITE BLACK; AFRICAN-AMERICAN HISPANIC; LATINO ASIAN AMERICAN INDIAN; ALASKA NATIVE PACIFIC ISLANDER; HAWAIIAN NATIVE OTHER (SPECIFY):	2 3 4 5 6 7		
13.	DID THE HEF INFORMANT ASK ANY OF THE FOLLOWING? (CODE ALL THAT APPLY)			
	WHAT IS THE PURPOSE OF THE SURVEY WHO IS THE SPONSOR OF THE SURVEY WHY/HOW WAS I CHOSEN HOW LONG WILL THE INTERVIEW TAKE WHO WILL SEE THE ANSWERS; PRIVACY QUESTIONS CAN I GET A COPY OF THE RESULTS IS THERE AN INCENTIVE FOR PARTICIPATING OTHER INFORMATIONAL QUESTION OR EXPRESSION OF INTEREST (SPECIFY):	2 3 4 5 6 7		
	NONE OF THE ABOVE	9		

14.	DID THE HEF INFORMANT MAKE ANY OF THE FOLLOWING COMMENTS? (CODE ALL THAT APPLY)
	I'M TOO BUSY/DON'T HAVE TIME/SURVEY TOO LONG 1
	I DON'T LIKE/DO SURVEYS 2
	I DON'T KNOW ANYTHING ABOUT THIS
	I'M NOT THE SORT OF PERSON YOU WANT 4
	I'M NOT INTERESTED 5
	THIS IS TOO PERSONAL 6
	SURVEY A WASTE OF MONEY 7
	GOVERNMENT HAS NO BUSINESS DOING THIS 8
	GOVERNMENT ALREADY KNOWS ALL THIS 9
	LET ME THINK ABOUT IT 10
	OTHER NEGATIVE COMMENT OR DELAY
	NONE OF THE ABOVE

TRY#	DAY Sun=1 Mon=2 Tue=3 Wed=4 Thur=5 Fri=6 Sat=7	MONTH (1-12) DATE	EXACT TIME (AM/PM)	TYPE PER=1 TEL=2	NAME & PHONE # OF CONTACT	DISP CODE	COMMENTS	FI INITIALS & FI ID #

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FINAL INTERVIEWER :	ID#

DISPOSITION CODES

HEF / SCREENER

- 00 No action
- 20 No one home/no answer/ans. machine
- 21 HU not accessible
- 22 Not an HU
- 23 Temporarily unlocatable
- 24 Temporarily unlocatable: business address

CASE ID# | | | | | | |

- 25 New lead/resource
- 26 Lead/resource failed
- 27 R or Informant to call
- 28 R or Informant requests special letter/call
- 29 All leads/resources failed

HEF SCREENER (cont'd)

- 30 Call back
- 31 Appointment (incl. broken if rescheduled)
- 32 Broken appointment (not rescheduled)
- 33 Informant/gatekeeper refusal
- 34 Refusal conversion in process
- 35 Language barrier, Spanish needed
- 36 Other language barrier

HEF COMPLETED

- 40 HEF completed, CB for interview
- 41 HEF completed, Appt scheduled

MAIN QUESTIONNAIRE

- 50 Callback
- 51 Appointment (incl. broken if rescheduled)
- 52 Broken appointment (not reschedule)
- 53 Temporary soft refusal
- 54 Temporary hard refusal
- 55 Temporary breakoff during interview
- 56 Temporary unlocatable (post HEF)
- 57 Soft refusal conversion in process
- 58 Hard refusal conversion in process
- 59 Breakoff interview conversion in process
- 60 Partial interview Supervisor approval only

MAIN QUESTIONNAIRE COMPLETED CASE

- 70 Completed interview, telephone
- 71 Completed interview, in-person
- 72 Completed interview, telephone conversion
- 73 Completed interview, in-person conversion
- 74 Partially completed interview Supervisor approval only

INTERVIEWER: BE SURE TO COMPLETE HOUSEHOLD CONTACT OBSERVATIONS ON PAGES 4 THROUGH 7!

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