# 2010 Census Frequently Asked Questions



Counting Everyone Once — and Only Once — and In the Right Place



# 2010 CENSUS FREQUENTLY ASKED QUESTIONS

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# 2010 CENSUS FREQUENTLY ASKED QUESTIONS

TOPIC	1: General	
Q. 1-1	Activity between 10 year censuses	What does the U.S. Census Bureau do between the censuses every 10 years?
A. 1-1		The Census Bureau conducts a variety of censuses and surveys annually, not just the once-a-decade decennial census. The surveys we conduct provide information about social and economic conditions in the country, including employment, housing, manufacturing, trade and many other topics.
		Other demographic and economic surveys or censuses include:
		Data from some of these major surveys can be accessed via <a href="http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;">http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?_lang=en&gt;"</a>
Q. 1-2	Contacting other government agencies	I have a question about another government agency or department. Can you help me?
A. 1-2		Yes, please visit <a href="http://www.usa.gov/">http://www.usa.gov/</a> , or call toll-free 1-800-FED-INFO (1-800-333-4636).

Q. 1-3	Easier way to get information – public records	Isn't there an easier way that would take less time and money, such as use of public records or private companies, to compile the population figures?
A. 1-3		The U.S. Constitution mandates that an actual count of the population be taken once every ten years. The Census Bureau is the only government agency that counts the entire population and collects information from every household in the United States. Some people think that the United States Postal Service ought to do the census. While they are not authorized to conduct the census, one of their key roles is to assist the Census Bureau staff in developing the address list and to locate mailboxes. They also deliver most of the questionnaires to individual addresses and pick up and return the completed questionnaires to us. But, we still need to hire the hundreds of thousands of temporary workers to visit those households that do not mail back a questionnaire. Right now, the best way for American taxpayers to save money on the census is to fill out and mail back their census questionnaires.
Q. 1-4	Improvements for completing form	What have you done to make it easier to fill out the form?
A. 1-4		The 2010 Census will have one of the shortest census questionnaires in the history of the United States, dating back to the nation's first census in 1790. It asks only a few simple questions about each of the persons living in your household including name, age/date of birth, relationship, sex, race, Hispanic origin and whether you sometimes live or stay somewhere else; and just four questions about the household in general. The census form will take only about 10 minutes to complete.

Q. 1-5	Internet site	I'm having trouble connecting to your internet site. What should I do?
A. 1-5		Please check to ensure that you have entered the URL correctly, <a href="http://www.census.gov/2010census">http://www.census.gov/2010census</a> , or try the site again later.
Q. 1-6	American Community Survey (ACS)	I've heard talk about the American Community Survey. What is it and why are you conducting it?
A. 1-6		The American Community Survey is part of the Decennial Census Program. While the ten-year census shows the <i>number</i> of people who live in the U.S., the American Community Survey shows <i>how</i> people live – our education, housing, jobs and more. The American Community Survey asks essentially the same questions that used to be on the long form of the ten-year census, only now it's conducted throughout the year and throughout the decade. It allows the Census Bureau to produce new data every year, instead of only once every ten years. So, if the old "long form" was like a once-a-decade snapshot of an area — one that grew increasingly faded with age — the American Community Survey is like a moving picture — one that allows a year-by-year look at how the area is changing.
		In Puerto Rico, it is called The Puerto Rico Community Survey or PRCS.  For additional information about the American Community Survey, please visit <a href="http://www.census.gov/acs">http://www.census.gov/acs</a> or call our Customer Services Center toll-free at 1-800-923-8282.
Q. 1-7	Additional Information on GEO programs	Where can I find additional information about the 2010 Census geographic programs?
A. 1-7		Please visit our website at www.census.gov/geo/www/programs.html

TOPIC	TOPIC 2: The 2010 Census		
Q. 2-1	About the 2010 Census	What is the 2010 Census?  Or	
		Why are you conducting the 2010 Census?	
A. 2-1		The census is an official count of the population of the United States. The U.S. Constitution (Article 1, Section 2) requires that a census be done every 10 years to apportion the seats in the U.S. House of Representatives among the states. The Census Bureau is legally required to provide redistricting data to public officials in a non-partisan manner no later than one year from Census Day. (For example, 2010 Census redistricting data are due by April 1, 2011.) It is crucial that the 2010 Census count people once, only once, and in the right place. The 2010 Census helps ensure that your community receives its fair share of political representation and government funding.	
Q. 2-2	Census Day	What is Census Day?	
A. 2-2		This is the day that the Census Bureau sets as a reference date for collecting your information. Census Day for the 2010 Census is April 1, 2010. You do not have to wait until April 1, to complete and return your form. It is not a deadline for sending back your form. Please fill out and mail back your census questionnaire as soon as possible. If we do not receive and process your completed form a census worker may visit your home to obtain your information.	
Q. 2-3	Approval of Short-Form	Does Congress have to approve the questions on the 2010 Census form?	
A. 2-3		The Census Act of 1954 grants the Secretary of Commerce (delegated to the Director of the U.S. Census Bureau) broad authority to conduct the census, meaning the Director/Secretary is not required to seek congressional approval for the content of census questions or subjects. By law, the Census Bureau must provide Congress the opportunity to review the proposed subjects within three years, and the questions within two years, prior to the next decennial census	

Q. 2-4	How was it approved	How and when, specifically, did the United States Congress "approve" the questionnaire the Census Bureau is planning to use for the 2010 Census?
A. 2-4		For the 2010 Census, subjects were sent to Congress in 2007 while the questions were sent in 2008. Congress does not literally approve the questions, but they can exercise legislative authority to influence the questions and subjects through a variety of mechanisms. If they do not recommend changes, then their approval of the questions and subjects is implied from the intent of the authority granted the Secretary under The Census Act of 1954 (Public Law 83-740), and subsequent amendments and additions to Title 13 expressed in sections 4, 5 and 141 of Title 13 of the U.S. Code.  You may review the 2010 Census questions and the purpose for the questions by visiting our Web site at <a href="http://www.census.gov/acs/www/SBasics/">http://www.census.gov/acs/www/SBasics/</a> . Click on the topic 'Question by Question Fact Sheets' located at the bottom of the page.

TOPIC	3: Census Operations	
Q. 3-1	Census operations	What operations will take place during the 2010 Census?
A. 3-1		Address Canvassing – A field operation where census workers systematically canvass all census blocks looking for living quarters and updating the address and map information on a hand held computer.
		Be Counted Program – A program designed for persons who believe they were not counted in the 2010 Census. The Census Bureau will place unaddressed census questionnaires at selected public sites so that individuals that did not receive one in the mail can complete the census.
		Census Coverage Followup– A census operation designed to ensure that no person is left out or counted in more than one place in the census, and to clarify responses previously collected to improve the accuracy of the census.
		Census Coverage Measurement Independent Listing Operation – A coverage measurement field operation to construct a list of all housing units, independent of the census, contained within a select CCM block clusters.
		Census Coverage Measurement Final Housing Unit Followup – A coverage measurement field operation designed to gather additional information to determine reasons for differences between the Independent Listing Operation and the census records.
		Census Coverage Measurement Initial Housing Unit Followup – A coverage measurement field operation designed to gather information to determine reasons for differences between the Independent Listing Operation results and the preliminary census address file.
		Census Coverage Measurement Person Followup – A coverage measurement field operation designed to collect additional information about persons or households to determine reasons for differences between the CCM Person Interview and the census enumeration.
		Census Coverage Measurement Person Interview – A coverage measurement field operation designed to collect information about the current resident(s) of each sample-housing unit and certain persons who had moved out of the sample address between Census Day and the time of the CCM Person Interview.

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**Enumeration at Transitory Locations** – A census operation where census workers conduct a personal interview with individuals who do not have a usual home elsewhere.

**Field Verification** – A census operation where census workers verify the existence of units that had been geocoded to a census block, but did not match an address in the Master Address File.

**Fulfillment** – A part of the Telephone Questionnaire Assistance operation where respondents can request a replacement questionnaire in Spanish, Chinese (Simplified), Vietnamese, Korean, or Russian language, or reguest a language assistance guide.

**Group Quarters Advance Visit** – A census operation designed to inform the group quarters contact person of the upcoming enumeration.

**Group Quarters Enumeration** – A census operation designed to count people living or staying in places such as college residence halls, Skilled-nursing facilities, group homes, military barracks, and correctional facilities.

**Group Quarters Validation** – A census operation designed to determine the correct classification of addresses identified as "other living quarters" during the address canvassing operation.

Mailout/Mailback— A census operation where most households in the United States will be mailed a census questionnaire by the US Postal Service. Household respondents will be asked to fill out the questionnaires and mail them back to data capture centers.

**Military Group Quarters Enumeration** – A part of the Group Quarters Enumeration operation conducted on military bases and carried out in coordination with the military base point of contact to count military personnel.

**Military/Maritime Vessel Enumeration** – A part of the Group Quarters operation conducted to enumerate persons on U.S. owned and operated flagged military and maritime vessels.

**Nonresponse Followup** – A census operation where census workers visit housing units that did not return a completed questionnaire by mail to conduct a personal interview to obtain the required information.

Nonresponse Followup Reinterview – A quality check operation

designed to ensure that the production enumerator followed field procedures, and to identify enumerators who intentionally or unintentionally produced data errors so that work can be redone.

Questionnaire Assistance Center- A center established by a local census office to assist people with completing their questionnaires. For Census 2000, the centers were established in community centers, large apartment buildings, and so forth. The centers are staffed by volunteers and Census Bureau employees. Also called walk-in questionnaire assistance centers.

Remote Alaska – A method of data collection used to enumerate the most sparsely settled, isolated parts of Alaska–areas accessible only by small plane, boat, snowmobile, 4-wheel-drive vehicle, dog sled, or a combination of these.

Remote Update/ Enumerate – A method of data collection conducted with a 'team enumeration' method in sparsely inhabited areas of Maine and Alaska, where all enumeration is completed in just one visit.

**Service-based Enumeration** – A group quarter operation designed to enumerate persons receiving services at shelters, soup kitchens, regularly scheduled mobile food vans, and those staying at pre-identified non-sheltered outdoor locations.

**Telephone Questionnaire Assistance** – A customer service operation assisting respondents who call in to inquire about census activities going on in their neighborhood, or who want to obtain clarification to questions on the census questionnaire, or who request to fill the form through an interview over the phone.

**Update/Enumerate** – A method of data collection conducted only in communities determined by local census officials where continually low response rates have been established from previous censuses or ongoing survey efforts, and mailing or hand-delivering forms is not cost beneficial. Enumeration is done by census takers who personally interview each household to collect the information, and update Census address lists and maps at the same time.

**Update/Leave** – A census operation where census workers update paper versions of Census address lists and maps and leave questionnaires at housing units in mainly rural areas without street names and/or house numbers. Household respondents are expected to fill out the questionnaires and mail them to data capture centers.

8	Vacant Delete Check – A census operation where census workers visit addresses that workers recorded in Nonresponse Followup as either vacant or not a housing unit on Census Day, April 1.
١,	vacant or not a nousing unit on Census Day, April 1.

Q. 3-2	Operations Schedule	When do these operations tal	ke place?
A. 3-2		Timeline of the	2010 Census Operations
		Operation	Conducted
		Operation	Conducted
		Address Canvassing	April 6, 2009–July 19, 2009
		CCM Independent Listing Operation	August 28, 2009–December 5, 2009
		Group Quarters Validation	September 28, 2009–October 23, 2009
		Remote Alaska	January 22, 2010–May 5, 2010
		Group Quarters Advance Visit	February 1, 2010–March 19, 2010
		Telephone Questionnaire Assistance	February 25, 2010–July 30, 2010
		Questionnaire Assistance Centers	February 26, 2010 – April 19, 2010
		Update/Leave	March 1, 2010–April 2, 2010
		CCM Initial Housing Unit Followup	March 4, 2010–April 23, 2010
		Mailout/Mailback	March 15, 2010-September 30, 2010
		Update/ Enumerate	March 22, 2010– May 29, 2010
		Enumeration at Transitory Locations	March 22, 2010–April 16, 2010
		Be Counted Program	March 19, 2010–April 19, 2010
		Remote Update Enumerate	March 22, 2010–May 29, 2010
		Service-based Enumeration	March 29, 2010–March 31, 2010
		Group Quarters Enumeration	April 1, 2010–May 14, 2010
		Military Group Quarters Enumeration	March 30, 2010–May 14, 2010

		Military/Maritime Vessel Enumeration	April 1, 2010-May 14, 2010
		Nonresponse Followup	May 1, 2010–July 10, 2010
		Coverage Followup	April 26, 2010–August 13, 2010
		Vacant Delete Check	July 24, 2010-Aug 25, 2010
		Field Verification	August 6, 2010–September 3, 2010
		CCM Person Interview	August 14, 2010–October 2, 2010
		CCM Person Followup	January 28, 2011–March 19, 2011
		CCM Final Housing Unit Followup	May 5, 2011–June 15, 2011
Q. 3-3	Checking addresses	Why are you checking address	sses here?
A. 3-3		list to ensure we have a comple housing units and identify other	nd updating the Census Bureau's address ete list for the census. Workers will identify living quarters so the Census Bureau can mail or deliver questionnaires to
Q. 3-4	Address list updates	What is the procedure for up	dating your address list?
A. 3-4		provides address updates to the Canvassing, census workers widentify every living quarter who Each structure also will receive coordinates to make sure it is reworkers will confirm, add and dhand held computer. Census w	with state, tribal, and local governments, e Census Bureau. During Address ill travel all known streets and roads to ere people live or could potentially live. Global Positioning System (GPS) ecorded in the right location. The census elete addresses using a GPS-equipped workers also will update maps by adding to ensure our address list is complete so the census.

Q. 3-5	Updating addresses while collecting my census data	Why don't you collect the information on the housing unit when you update the address list?
A. 3-5		The household information reported must pertain to Census Day, which is April 1, 2010. The address updating operation takes place April through July 2009 in order to leave time for processing, updating our address list, and mailing the questionnaires.

Q. 3-6	Counting people with no fixed address	Will the Census Bureau collect information on people experiencing homelessness?
A. 3-6		Yes, we will conduct an enumeration of people experiencing homelessness in an operation called Service-Based Enumeration (SBE). The SBE was designed to provide an opportunity for people experiencing homelessness to be included in the census, by counting them at service-based locations who might not be included through other enumeration methods. Service-based locations include: emergency and transitional shelters for people experiencing homelessness, soup kitchens, regularly scheduled mobile food vans, and pre-identified non-sheltered outdoor locations.  Be Counted forms will also be available at various locations throughout the community for people who believe they have not been counted.
Q. 3-7	Counting people in	Are people living in group quarters included in the census?
2.57	group facilities	The people ning in group quarters included in the census.
A. 3-7		Yes, we will count people living in group quarters such as college residence halls, group homes, and skilled-nursing facilities. During April and May of 2010, census staff will visit group quarters to count the population who were at the facility on April 1, 2010.
Q. 3-8	Visited Multiple Times	Why was I visited multiple times?
A. 3-8		Quality checks are used to assure our procedures are working and that staff is doing the job as assigned. These checks require that some households be visited several times.

Q. 3-9	Be Counted Forms	What are Be Counted forms?
A. 3-9		Be Counted forms are census questionnaires that are available at various community locations for use by people who either did not receive a census questionnaire in the mail or who believe they were not otherwise included on any other census questionnaire.
		To find a nearby community location where you can pick up a Be Counted form, please use the following link (http://2010.census.gov/2010census/take10map/) and:  Click "Find a Questionnaire Assistance Center."  Type in your Zip Code.  Click the blue and white push pins to see the day/hours of operation for the Questionnaire Assistance Center of your choice.
		Be Counted forms will be available in English, Spanish, Chinese, Korean, Vietnamese, and Russian. The form should be picked up and mailed back in the attached postage-paid envelope.

Q. 3-10	Dormitories and Residence Halls	How will dormitories and residence halls be enumerated?
A. 3-10		College dormitories and residence halls are considered Group Quarters, and will be enumerated during Group Quarters Enumeration (GQE) between April 1 - May 15, 2010. During the Group Quarters Validation (GQV) operation this fall, we will collect information about each GQ (contact person, name of facility, maximum number of persons that stay or live at the GQ, etc). Prior to GQE, Local Census Offices will conduct Group Quarters Advance Visit at each dormitory and residence hall to make final arrangements for the enumeration operation. This includes collecting ideal date and time for enumeration, setting an appointment date, and ensuring access to the facility. Dormitories will be enumerated via the use of Individual Census Reports (ICRs) provided to the students to fill out and return. Census enumerators will coordinate with the Residential Assistants and Housing Staff to distribute and collect the ICRs. We have the authority to request administrative record data from the school for those students who do not return their ICR.  The same procedures detailed above will apply to fraternity and sorority houses.  As to the privacy issues, we certainly protect all Title 13 data we collect, and no one without sworn status is allowed to see it. In the event we need to obtain administrative record information, we will provide information to the school/dorm contact on our authority to get those data. Census enumeration procedures are in compliance with the Family Education Rights & Privacy Act (FERPA).

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TOPIC	TOPIC 4: Community and Respondent Benefits		
Q. 4-1	Why fill form	Why should I fill out the form?	
A. 4-1		The 2010 Census helps ensure that your community receives its fair share of political representation and government funding. Census data directly affect how more than \$400 billion per year in federal and state funding is allocated to local, state and tribal governments – that's \$4 trillion over a 10-year period. Data about how our communities are changing are crucial to many planning decisions – such as neighborhood improvements, emergency preparedness and disaster recovery, public health, education, transportation, senior services and much more.	
Q. 4-2	Community benefits	How will our community benefit from the 2010 Census?	
A. 4-2		The 2010 Census helps ensure that your community receives its fair share of political representation and government funding. Census data directly affect how more than \$400 billion per year in federal and state funding is allocated to local, state and tribal governments – that's \$4 trillion over a 10-year period. Data about how our communities are changing are crucial to many planning decisions – such as neighborhood improvements, emergency preparedness and disaster recovery, public health, education, transportation, senior services and much more.	
Q. 4-3	Releasing data products/counts	Will any data products or census counts be available from the 2010 Census?	
A. 4-3		Population counts for the United States, and each state will be available by December 31, 2010, as required by law for apportionment purposes. The 2010 Census data are the official census counts that will be used for other official purposes such as grant applications and redistricting. The Census Bureau will provide products for use in legislative redistricting (both demographic data and geographic products) to state officials by March 31, 2011, as required by law. We will release demographic profiles, summary files of aggregated data, and data reports on a flow basis between April 2011 and September 2013. All 2010 Census data products will be available on the Internet on the Census Bureau Website at <a href="http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;">http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://factfinder.census.gov/home/saff/main.html?lang=ens&gt;"&gt;http://</a>	

TOPIC	TOPIC 5: Jobs		
Q. 5-1	Applying for jobs for 2010 Census	How can I apply for a job for the 2010 Census as a census taker?	
A. 5-1		Applying to work as a census taker for the 2010 Census is easy! You may use our interactive map on our Website at <a href="http://2010.census.gov/2010censusjobs/">http://2010.census.gov/2010censusjobs/</a> to locate the Local Census Office nearest you or call our toll-free Jobs Line at 1-866-861-2010 to schedule an appointment to take the employment test. TTY users should call the Federal Relay Service at 1-800-877-8339.	
		A practice employment test and informational brochures can be found under the Application Materials tab on out Website at http://2010.census.gov/2010censusjobs/application-material/. These materials contain sample questions similar to those that will appear in the actual employment test and useful information regarding the types of jobs available. These short-term jobs offer good pay, flexible hours, paid training, and reimbursement for authorized work-related expenses, such as mileage incurred while conducting census work.	
		To learn about other census jobs in your area, please visit the Website at <a href="http://www.census.gov/field/www/">http://www.census.gov/field/www/</a> , select your state on the map provided, and then select the "Regional Employment" option.	
Q. 5-2	Job skills	Is basic computer knowledge necessary for temporary census jobs?	
A. 5-2		If you are hired to work in an operation that uses a hand held computer or a laptop you will be trained, but previous computer experience is not required. If you are applying for an office position, computer skills would be helpful but are not a requirement for the job.	
Q. 5-3	Hiring Policy	What is the Census Bureau's hiring policy?	
A. 5-3		The Census Bureau will follow the merit selection practice set forth in Title 5 by the Civil Service Reform Act. The Civil Service Reform Act (Title 5), 5 U.S.C. Sec. 2301, et. seq. sets forth the principles of merit-based hiring. Under those principles, the best-qualified individuals are selected for positions with the federal government. Government agencies may not discriminate for or against applicants for employment on the basis of political affiliation, race, color, religion, sex, national origin, age, disability, or marital status. The Census Bureau follows merit principles in hiring people for the 2010 Census.	
		In addition, the Census Bureau hires locally because local residents are	

		knowledgeable about their neighborhood and familiar with the community, its residents, and its local customs.
Q. 5-4	Why work with the Census Bureau	Why work for Census?
A. 5-4		The Census Bureau offers excellent temporary employment opportunities that include competitive pay, approved reimbursements for job expenses such as vehicle mileage, flexible work schedules, and on-the-job training. The jobs are ideal for people who work at home or are between jobs, or for individuals who want to earn extra money while helping their communities.
		To see <b>Census taker</b> pay rates for your Local Census Office, use this interactive map ( <a href="http://2010.census.gov/2010censusjobs/how-to-apply/local-office-map.php">http://2010.census.gov/2010censusjobs/how-to-apply/local-office-map.php</a> ) to choose your state then your Local Census Office.
Q. 5-5	Qualifications	What are the qualifications for a census job?
A. 5-5		<ul> <li>You may qualify for a job if you</li> <li>Are a U.S. citizen (However, if you are not a U.S. citizen, you might be considered if qualified workers are still needed),</li> <li>Have a valid social security number,</li> <li>Take a written test of basic skills,</li> <li>Pass a background check, and</li> <li>Have a valid drivers license (for field jobs).</li> </ul>
Q. 5-6	Test	What is the test like?
A. 5-6		The test is a multiple-choice test of basic skills. These basic skills include reading, following written instructions, basic arithmetic, and map reading. Applicants may retake the test to improve their score.
		In order to prepare potential applicants, practice employment tests are available at our <u>JOBS Website</u> . On this Web site, click "Practice Test" in the center of the page to access the test or call our JOBS Hotline number at 1-866-861-2010 or TDD (users should call the Federal relay service at 1-800-877-8339).

Q. 5-7	Assigned work areas	Where will census takers be assigned to work?
A. 5-7		The Census Bureau is committed to hiring people to work in their own neighborhoods because people are comfortable with and have the greatest knowledge about their own communities. Once work is completed in their area they may be asked to help in other areas not yet complete.
Q. 5-8	Paid Training	Do you offer paid training?
A. 5-8		Yes. All newly hired workers are paid their full hourly wage to attend training including the time to get to and from the training site. Training will last for 1 to 3 days, depending on the position and the operation.
Q. 5-9	Reimbursement for work expenses	Do you offer reimbursement for work related expenses?
A. 5-9		Yes. Field staff will be reimbursed for authorized expenses, such as mileage incurred while conducting census work.
Q. 5-10	Pay information	How will census workers be paid? How often?
A. 5-10		Census workers are paid weekly via direct deposit, or you will receive a paycheck in the mail. You can expect to receive your first paycheck approximately ten to fourteen days after your first day of work, and you will receive subsequent paychecks every seven days.  To see Census taker pay rates for your Local Census Office, go to our interactive map ( <a href="http://2010.census.gov/2010censusjobs/how-to-apply/local-office-map.php">http://2010.census.gov/2010censusjobs/how-to-apply/local-office-map.php</a> ) to choose your state then your Local Census Office.
Q. 5-11	Who can work for the Census Bureau	Can non-citizens be hired to work on the census?
A. 5-11		U.S. citizens are given hiring preference. However, if we need to hire someone with a particular language skill and no U.S. citizens are available with that language skill, qualified non-citizens may be hired.
Q. 5-12	Background Check	I have a question about the status of my background check that was made when I applied for a census job. Who can I speak with?
A. 5-12		You will need to call our assistance center directly at 1-800-845-8243.  Only staff at this number can provide you information about your background check.

Q. 5-13	Employees Eligibility	Are USPS Employees eligible for employment during the 2010 Census?
A. 5-13		While USPS employees can work for the 2010 Census outside of their normal work hours/duties, we do not use postal employees working in the capacity of postal employees for the purposes of enumeration or data collection. There are several reasons for this:
		<ul> <li>Postal employees are not sworn to protect title 13 data</li> <li>Data collection for the census could occur outside of normal business hours/workdays</li> <li>For NRFU, we don't visit every household - only those that have not responded to the questionnaire</li> <li>We actually do use the postal service quite liberally when we distribute the questionnaire via mail</li> <li>The logistical difficulty of determining when a postal employee is working for the USPS versus the census for billing purposes would be quite large</li> <li>We would still have to conduct local quality assurance, administrative, and CCM operations regardless</li> <li>All postal employees would have to undergo additional training</li> <li>Census work would interfere with the timely delivery of mail.</li> </ul>
Q. 5-14	Employment Transfers	What should I do if I took the test at my Local Census Office (LCO), then I relocated to another area covered by a different LCO? Can my files be transferred to the new LCO?
A. 5-14		Yes, your employment records (including test scores) can be transferred from one LCO to another. To begin the process, please contact the LCO which possesses the employment records.
		For the phone number and location of any LCO, please use the interactive map at the following link ( <a href="http://2010.census.gov/2010censusjobs/how-to-apply/local-office-map.php">http://2010.census.gov/2010censusjobs/how-to-apply/local-office-map.php</a> ) and click the state where you live, then choose your LCO.

Q. 5-15	Status Employment	How do I check on the status of my 2010 Census employment application or test?
A. 5-15		You can check on the status of your application by calling your Local Census Office.
		<ul> <li>You can identify your local office by using the interactive map at the following web page (<a href="http://2010.census.gov/2010censusjobs/how-to-apply/local-office-map.php">http://2010.census.gov/2010censusjobs/how-to-apply/local-office-map.php</a>).</li> </ul>
		<ul> <li>If you already know the name of your local office, you can find contact information for the local office at the following web page (<a href="http://2010.census.gov/2010censusjobs/how-to-apply/local-census-offices.php">http://2010.census.gov/2010censusjobs/how-to-apply/local-census-offices.php</a>).</li> </ul>
		<ul> <li>You may also call the toll-free Jobs line at 1-866-861-2010 and enter your zip code to be routed to the appropriate Local Census Office (TTY users should call the Federal Relay Service at 1-800- 877-8339).</li> </ul>
		We would like to stress that not everyone who takes the employment test and applies will be offered a census job. Census jobs are dependent upon the work available.

TOPIC	TOPIC 6: 2010 Census Communications Program		
Q. 6-1	Communications Contract	Who was awarded the 2010 Census Integrated Communication Campaign Contract?	
A. 6-1		The U. S. Census Bureau selected DraftFCB as the communications contractor. DraftFCB is headquartered in New York, New York, and the announcement of the award was made on September 6, 2007. DraftFCB will be assisted by partner agencies, including small businesses and/or minority-owned or women-owned firms. You can learn more about DraftFCB by going to <a href="http://www.census.gov/2010census/">http://www.census.gov/2010census/</a> >.	
		These partner agencies include:	
		<ul> <li>Global Hue (minority-owned) – Black audiences including African, Haitian, and Caribbean</li> <li>Global Hue Latino (minority-owned) – Hispanic audiences</li> <li>d'expósito and Partners (minority and women-owned) – Hispanic audiences</li> <li>IW Group (minority-owned) – Asian audiences</li> <li>G&amp;G Advertising (small and minority-owned) – American Indian and Alaska Native, and Native Hawaiian and Other Pacific Islander audiences</li> <li>Allied Media (small) – Emerging Audiences: Arabic, Russian and Polish speaking</li> <li>Weber Shandwick – Public Relations</li> <li>Jack Morton – Event Marketing</li> <li>MarCom Group (small and women-owned) – Recruitment Advertising</li> <li>Plum Agency (small disadvantaged and women-owned) – Design</li> <li>DraftFCB Puerto Rico – Puerto Rico campaign</li> <li>Scholastic, Inc. – Census in Schools program</li> <li>Maya Group – Copy Testing</li> </ul>	
Q. 6-2	Contract scope	What is the scope of the contract?	
A. 6-2		The Census 2010 Publicity Office coordinates the development and integration of an Integrated Marketing Program for the 2010 Census. DraftFCB will develop campaign activities, including the development of a communications strategy, campaign research, paid advertising and media placements, recruitment advertising, public relations and special events.	

They will also assist the Census Bureau in our Census in Schools program, strategy development for media relations, national and regional partnerships program, and most promotional and partnerships materials. 0.6-3**Budget** What is the budget for the campaign? A. 6-3 The current estimated budget for the campaign is now \$326 million. Originally the budget was \$216 million. The Census Bureau allocated \$110 million for this activity from the American Recovery and Reinvestment Act of 2009. **Small business** Q. 6-4 Are any of the subcontractors certified as small business owners? owners Yes, some of the partner agencies are certified small businesses. In A. 6-4 addition, other small businesses will have opportunities to perform work over the duration of this contract. **Subcontracting** Are there opportunities for subcontracting, specifically for minorityowned and women-owned businesses? Q. 6-5 **Opportunities** How can my company get part of the contract work? A. 6-5 Yes. Possible subcontracting opportunities exist in the following areas: TV/radio production Print production Media Casting/Talent Web Design Specialty marketing/advertising Research Event services/promotional items Materials development/Printing You can contact DraftFCB and provide your capabilities statement. The company's contact information is: **DraftFCB** Attention: Nelson Panasis Client Accounting Manager - DraftFCB Team Census 2010 100 W. 33rd Street, 7th Floor New York, NY 10001 nelson.panasis@draftfcb.com Or, for more information you can visit: <a href="http://www.census.gov/procur/www/2010communications/index.html">http://www.census.gov/procur/www/2010communications/index.html</a>.

Q. 6-6	Partnership Program	Will there be a Partnership Program Or What is the Partnership Program?
A. 6-6		The 2010 Census Partnership Program will engage national, regional and local organizations to serve as powerful advocates for the 2010 Census. The program works to gain the support of these organizations to help us achieve an accurate census count. They help us make alliances, and build productive partnerships with state, local, and tribal governments; community-based organizations; religious groups; and others in communities across the country so that we can build awareness and communicate the importance of participating in the 2010 census.  For more information go to < http://2010.census.gov/partners/>

Q. 6-7	Non-English materials	Will the promotional materials be in any other language besides English?
A. 6-7		We will have promotional materials and advertisements in 28 different languages including: English, Spanish, Cantonese, Mandarin, Tagalog/Taglish, Vietnamese, Korean, Japanese, Khmer, Hindi/Hinglish, Arabic, Russian, Polish, Haitian Creole, Portuguese, French, Italian, German, Yiddish, Farsi, Armenian, Ukrainian, Greek, Hmong, Laotian, Thai, Bengali and Urdu.
Q. 6-8	Ethnic groups	Will your advertisements target specific ethnic groups?
A. 6-8		We will develop and implement communication materials and activities that reach various diverse populations such as: American Indian/Alaskan Native, Asian (Chinese, Filipino, Vietnamese, Korean, Japanese, Asian Indian, Cambodian, Hmong, Laotian, Pakistani, Thai, Indonesian, Bangladeshi, Sri Lankan, Malaysian, Mongolian, Nepalese, Singaporean, Burmenese), Black (African American, African, Caribbean, and Haitian), Hispanic, Native Hawaiian and Other Pacific Islanders, Puerto Rico and Emerging Markets (Arabic, Russian, Polish, Armenian and Iranian).
Q. 6-9	Promotional materials	Can my organization use the promotional materials you create?
A. 6-9		Yes. Check the 2010 Census Web site, which can be accessed at <a href="http://2010.census.gov/partners/materials/">http://2010.census.gov/partners/materials/</a> for the latest promotional materials.

Q. 6-10	About the Census in Schools Program	What is the Census in Schools program?
A. 6-10		The Census in Schools program will work with schools, parents and students to provide them with census data and information about the 2010 Census. Kids are powerful motivators of parents, especially when they get excited about an idea they believe in. Within some communities kids are most likely to influence their parents to complete and mail back the census questionnaire. For more information, go to our Website at http://www.census.gov/schools/ or call 1-800-396-1167.
Q. 6-11	Research	What research guides the 2010 Census Integrated Communications Campaign?
A. 6-11		The Census Bureau and DraftFCB have drawn upon a large number of previous decennial census research to guide the program. This includes results from focus groups and message tests, as well as analysis of information at the tract-level in the 2000 Planning Database, Census 2000 household-level mail return data files, the American Community Survey, and previous special surveys conducted around Census 2000 that measured census awareness, knowledge, opinions, and mail return behavior.
		<ul> <li>Additionally, several key research projects have been conducted such as:</li> <li>Audience Segmentation – The Census Bureau researchers developed the audience segmentation model for the communications campaign. For this research, they analyzed Census 2000 and American Community Survey data to develop the audience segmentation model. This research divides the Nation's population into eight clusters to help us more effectively develop strategies, messages, and materials to target them. (Timeframe: 2007)</li> </ul>
		<ul> <li>Census Barriers, Attitudes and Motivators Survey (CBAMS) – This survey was designed to uncover mindsets in the population based on their knowledge of/attitudes towards the Census, as well as potential barriers and motivators to Census participation. These data enhance the audience segmentation model by providing much needed up-to- date insight into how our target audiences feel about the Census and why they may or may not participate. (Timeframe: July-August 2008)</li> </ul>
		Copy Testing – The purpose of Copy Testing is to confirm that messaging resonates with appropriate audiences in the right language.

		DraftFCB conducted primary research to pre-test campaign communications materials to ensure that the most effective and relevant communications are developed as part of the Integrated Communications Campaign. Communications materials, such as TV, radio and print creative executions will be pre-tested during the early stages of development. The copy testing results will be used to refine and make adjustments to materials prior to being produced in final form. DraftFCB conducted 56 in-person Qualitative-Quantitative sessions. DraftFCB conducted 37 additional copy testing sessions in 10 cities to test creative produced as a result of the American Recovery and Reinvestment Act of 2009 funds, with additional audiences and languages. (Timeframe: January- August 2009)
Q. 6-12	Logo	Can we use the 2010 Census logo?
A. 6-12		Yes, if you are a 2010 Census partner you can use the 2010 Census logo and the "It's in our hands" graphic on 2010 census materials you develop. A process to download the logo will be available to you after agreeing to our policy for using the logo. You can find the logos and its guidelines at <a href="http://2010.census.gov/partners/census-logos/">http://2010.census.gov/partners/census-logos/</a> >
Q. 6-13	Paid Advertising	When is the paid advertising campaign being launched?
A. 6-13		<ul> <li>The paid advertising campaign will launch in January 2010 and air through June 2010 and it will be seen in three phases:</li> <li>Awareness Phase: The census is coming, look for it, this is why it is important.</li> <li>Motivation Phase: The census is here, please fill out your</li> </ul>
		<ul> <li>questionnaire and mail it back.</li> <li>Support Phase (Non-Response Follow-up): A census taker may come to your door, so please open the door and provide your information.</li> </ul>
	The state of the s	
		About 51 percent of media buys will be at the local level, while 49 percent of the buys will be national.

Q. 6-14	Evaluation	Will this Integrated Communications Campaign program be evaluated for partnership effectiveness, success, audience reach, effective messaging, media coverage, Census in Schools, etc.?
A. 6-14		An independent contractor will evaluate the Integrated Communications Campaign. The contract was awarded to National Opinion Research Center (NORC). NORC's current design of the plan to implement the evaluation follows; The evaluation will be conducted from mid-October 2009 to mid-May 2010.
		The research design will cover three components: Partnership (including national and regional), Media Coverage (including paid advertisements and earned media) and Census in Schools. All three components will be tracked using a survey over time (pre- and post-census), by race/ethnicity, segmentation cluster (Hard-To-Count score), and the Census Barriers, Attitudes and Motivators Survey mindsets.

	TOPIC 7: Connections with the American Community Survey and Other Census Bureau Surveys		
Q. 7-1	ACS and the 2010 Census	I've heard talk about the American Community Survey. What is it and why are you conducting it?	
A. 7-1		The American Community Survey is part of the Decennial Census Program. While the ten-year census shows the <i>number</i> of people who live in the U.S., the American Community Survey shows <i>how</i> people live – our education, housing, jobs and more. The American Community Survey asks essentially the same questions that used to be on the long form of the ten-year census, only now it's conducted throughout the year and throughout the decade. It allows the Census Bureau to produce new data every year, instead of only once every ten years. So, if the old "long form" was like a once-a-decade snapshot of an area — one that grew increasingly faded with age — the American Community Survey is like a moving picture — one that allows a year-by-year look at how the area is changing.  In Puerto Rico, it is called The Puerto Rico Community Survey, please visit <a href="http://www.census.gov/acs/www/">http://www.census.gov/acs/www/</a> or call our Customer Services Center toll-free at 1-800-923-8282.	
Q. 7-2	Will the ACS be ongoing with the 2010 Census	Will the American Community Survey be conducted during the 2010 Census?	
A. 7-2		Yes. The American Community Survey is an ongoing survey that collects detailed population and housing information from a sample of U. S. households and group quarter's facilities each month <a href="http://www.census.gov/acs/www/">http://www.census.gov/acs/www/</a> . Households that receive both the American Community Survey and the 2010 Census <a href="http://www.census.gov/2010census">http://www.census.gov/2010census</a> > need to respond to both.	

Q. 7-3	Why did I receive the ACS survey	Why did I receive a questionnaire for the Census and a questionnaire for the American Community Survey?
A. 7-3		Every household as well as residents of group quarters, such as college residence halls, skilled-nursing facilities, group homes, military barracks, and correctional facilities will receive a 2010 Census questionnaire so that we can provide an official count of the entire U.S. population to Congress. Your address or group quarter happens to also be a part of the sample of addresses or group quarters that the American Community Survey is surveying. The American Community Survey, which replaced the decennial census long form, provides communities with detailed population and housing characteristics every year instead of once every 10 years like the decennial census.
		Please fill out and mail back your 2010 Census questionnaire and your American Community Survey form. The 2010 Census and the American Community Survey are each vitally important to ensure that your community receives its fair share of government funding for education, transportation, neighborhood improvements and much more. Your participation in each is also required by law. For more information about your participation in the 2010 Census and the American Community Survey, please call 1-800-923-8282.
Q. 7-4	American Community Survey information	How can I learn more about the American Community Survey program?
A. 7-4		For additional information about the American Community Survey, please visit the American Community Survey Website at <a href="http://www.census.gov/acs/www/">http://www.census.gov/acs/www/</a> or call our Customer Services Center toll-free at 1-800-923-8282.
Q. 7-5	Other on-going censuses and surveys	Are there other censuses or surveys being conducted by the Census Bureau?
A. 7-5		The Census Bureau conducts a variety of censuses and surveys that provide information about social and economic conditions in the country, including employment, housing, manufacturing, trade and many other topics.  Other demographic and economic surveys or censuses conducted include:  • American Community Survey  • Economic Census  • Survey of Income & Program Participation  • Current Population Survey

Data from some of these major surveys can be accessed via <a href="http://factfinder.census.gov/home/saff/main.html?\_lang=en">http://factfinder.census.gov/home/saff/main.html?\_lang=en</a>>.

The Census Bureau has a trained workforce of federal employees who conduct a variety of household surveys by telephone and personal interviews. We also deliver and receive some survey questionnaires by mail. If someone from the Census Bureau has contacted you at home and you have questions or concerns, please go to the Census Bureau website at <a href="http://www.census.gov/">http://www.census.gov/</a> and click on the *"Are You in a Survey?"* label on the left side of the screen.

Or,

Call the Census Bureau Regional Census Center in your area. What state are you in? [Please give number to RCC for that state.]

RCC	States	RCC Phone
ATLANTA	Alabama, Florida, Georgia	404-335-1555
BOSTON Connecticut, Massachusetts, New Hampshire, Rhode Island, Maine, Puerto Rico, Vermont, New York (all counties except those covered by the NY Regional Offic listed in the state of NY below)		617-223-3700
CHARLOTTE	Kentucky, North Carolina, South Carolina, Tennessee, Virginia	704-936-5300
CHICAGO	Illinois, Indiana, Wisconsin	312-454-2700
DALLAS	Louisiana, Mississippi, Texas	214-267-6900
DENVER	Arizona, Colorado, Montana, Nebraska, Nevada, New Mexico, North Dakota, South Dakota, Utah, Wyoming	720-475-3640
DETROIT	Michigan, Ohio, West Virginia	313-396-5200
KANSAS CITY	Arkansas, Iowa, Kansas, Minnesota, Missouri, Oklahoma	816-994-2000
LOS ANGELES	Hawaii, Southern California (Fresno, Imperial, Inyo, Kern, Kings, LA, Madera, Mariposa, Merced, Monterey, Orange, Riverside, San Bernardino, San Diego, San Benito, San Luis Obispo, Santa Barbara, Tulare, and Ventura Counties)	818-717-6700
NEW YORK	New York (New York, Bronx, Queens, Richmond, Nassau, Kings, Westchester, Rockland and Suffolk Counties), New Jersey (Bergen, Essex, Hudson, Morris, Middlesex, Passaic, Somerset, Sussex, Union, and Warren Counties)	212-971-8810
PHILADELPHIA	Delaware, D. C., Maryland, Pennsylvania, New Jersey (all counties except those covered by the NY Regional Office listed in the state of NJ above)	215-717-1020
SEATTLE	Alaska, Idaho, Oregon, Washington, Northern California (all counties except those covered by the LA Regional Office listed in southern California above)	425-908-3000
Puerto Rico Area Office	Puerto Rico	787-705-8201

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TOPIC	TOPIC 8: Mail Strategy		
Q. 8-1	Advance letter	When will the advance letter be delivered?	
A. 8-1		The United States Postal Service will deliver Advance Letter Packages (Mail/Out and Bilingual March 8– March 10, 2010, and February 17-February 19, 2010 for areas where census workers deliver the census questionnaires).  The advance letter alerts the respondents to look for their questionnaire and explains why it is important for them to participate.	
Q. 8-2	Census questionnaire	When will the questionnaires be delivered?	
A. 8-2		The Initial Questionnaire Package, which will consist of the Initial Questionnaire, a Cover Letter, and a Return Envelope, will be delivered between March 15 and March 17, 2010 in areas where the United States Postal Service delivers the census questionnaires for the Census Bureau. Census workers will deliver questionnaire packages March 1 – March 31, 2010 in all other areas.	
Q. 8-3	Reminder postcard	When will the reminder postcards be delivered?	
A. 8-3		The Reminder Postcards will be delivered between March 22 and March 24, 2010 in all areas where the U.S. Postal Service delivered the questionnaires.	
Q. 8-4	Replacement questionnaire deliveries	When will the replacement questionnaires be delivered to residents who have not returned the first questionnaire?	
A. 8-4		The U.S. Postal Service will deliver replacement questionnaires between April 1 and April 3. Which is 10 days after the reminder postcards were mailed.	

Q. 8-5 Replacement What determines whether I will or will not receive a replacement Questionnaire questionnaire? A. 8-5 Based on past censuses and more current data collected in the American Community Survey the Census Bureau has identified 3 mailing conditions which determine whether you will or will not receive a replacement questionnaire: Blanket replacement questionnaire mailing – In low response mailout/mailback census areas of the country, a replacement questionnaire will be sent to all housing units. Targeted replacement questionnaire mailing – In targeted mailout/mailback census areas, a replacement questionnaire will only be sent to the non-responding housing units in those census tracts likely to have a middle-range of mail response rates. No replacement questionnaire – In census areas with expected high mail response rates, no replacement questionnaires will be sent. Regardless if a replacement questionnaire was or was not mailed, a census worker will visit all households who have not responded to the census during Nonresponse Followup. Non-English Q. 8-6 Will the replacement questionnaires be mailed in any languages other replacement than English? questionnaire A. 8-6 No. Replacement questionnaires will only be mailed in the English language. However, residents may call the telephone questionnaire assistance number on the back of their English form to request a questionnaire in Spanish, Chinese (Simplified), Vietnamese, Korean and Russian. 0.8-7 What other languages Will there be questionnaires in other languages? will there be A. 8-7 Yes, when a respondent calls the telephone questionnaire assistance phone number located on the back of their English form, they may request a questionnaire in Spanish, Chinese (Simplified), Vietnamese, Korean, or Russian. We also have Be Counted forms available in these five non-English languages in local libraries and other public locations across the country.

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Q. 8-8	Too many mailings	Why does the Census Bureau send out so many mailings?
A. 8-8		We find that it is cost effective overall. Getting households to return their questionnaire on time is the key factor for conducting a successful census. When people don't return their questionnaires by mail, we must send a census worker to their household to obtain their answers. Many times, that requires multiple visits, which can be very expensive.
		The Census Bureau estimates for each percentage point of the population that does not return a questionnaire during the 2010 Census, it costs approximately \$85 million dollars to have field representatives make these personal visits to get their information.
		Our "multiple contact" mailing strategy was developed to get the highest mail return rate possible. Our studies have shown that mailing a letter telling you that a questionnaire is on the way and a postcard reminding you to send it in, increases the mail return rate. We have found that the second mailing, or replacement mailing, increases the rate of mail response by some 7-10% and eliminates the need to send census worker to many homes, thereby saving millions of taxpayer dollars.
Q. 8-9	Mail response rate	What is meant by the expected mail response rate?
A. 8-9		The mail response rate is the percentage of questionnaires completed and mailed back by respondents or households. For Census 2000, the mail response rate nationwide was 67%.
Q. 8-10	Expected Number	What is the expected mail response rate for the 2010 Census?
A. 8-10		The Census Bureau estimates the 2010 Census mail response rate at 64% as of April 22, 2010. The 64% is comprised of 62 percentage points from the initial questionnaire and 2 percentage points from the replacement questionnaire.
Q. 8-11	Comparable Rates	How does the 2010 Census mail response rate compare to the Census 2000 rate?
A. 8-11		We are not assuming, nor expecting, an increase in the mail response rate for the 2010 Census compared to Census 2000. The comparable figure for Census 2000 was 67% for the initial questionnaire. Due to the general trend of lower responses to surveys over the last several decades, we assumed a 5-percentage point drop in response for 2010.

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Q. 8-12	Improving mail response rates	What is the Census Bureau doing to help improve the mail response rate?
A. 8-12		We are hopeful the actual response rate will be higher due to additional efforts this decade, particularly due to the increases in paid advertising and partnership efforts made possible by the American Recovery and Reinvestment Act (Stimulus) bill funding, but we tend to be cautious in assuming too high a rate.

**TOPIC 9: Respondent Participation** 0.9-1 Must I answer the Do I have to respond to the 2010 Census? census A. 9-1 Yes, your participation in the 2010 Census is vital and required by law--Title 13 of the United States Code requires your response. Title 13 also requires that the Census Bureau keep respondents' answers confidential and use them only for tabulations that do not reveal any personal data about individuals or households. By being counted, you help ensure that your community receives its fair share of political representation and government funding. The census form will only take about 10 minutes to complete. O. 9-2 Must I answer the Do I have to respond to the 2010 Census and the American census and ACS Community Survey? A. 9-2 Yes. Your participation in both is vital and required by law. Data about how our communities are changing are crucial to many planning decisions that affect you – such as neighborhood improvements, emergency preparedness, transportation, senior services and much more. 0.9-3**Identifying census** Will census workers come to my door? How will I know them? workers A. 9-3 Census workers may need to visit your household to update the Census Bureau's address list, deliver a questionnaire or ask you to complete the questionnaire face-to-face. All census workers carry official government badges marked with just their name. You also may ask them for a picture ID from another source to confirm their identity. In addition, some census workers might carry a 'U. S. Census Workers' bag. If you still are not certain about their identity, please call the Regional Census Center to confirm that hey are employed by the Census Bureau. What state are you in? (Please give number for that RCC.) **RCC RCC Phone States ATLANTA** Alabama, Florida, Georgia 404-335-1555 **BOSTON** Connecticut, Massachusetts, New Hampshire, 617-223-3700 Rhode Island, Maine, Puerto Rico, Vermont, New York (all counties except those covered by the NY Regional Office listed in the state of NY below)

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Kentucky, North Carolina, South Carolina,

Tennessee, Virginia

Illinois, Indiana, Wisconsin

Louisiana, Mississippi, Texas

CHARLOTTE

CHICAGO

DALLAS

704-936-5300

312-454-2700

214-267-6900

		DENVER	Arizona, Colorado, Montana, Nebraska, Nevada, New Mexico, North Dakota, South Dakota, Utah,	720-475-3640
		DETROIT	Wyoming Michigan Ohio West Virginia	242 206 5000
		DETROIT	Michigan, Ohio, West Virginia	313-396-5200 816-994-2000
		KANSAS CITY	Arkansas, Iowa, Kansas, Minnesota, Missouri, Oklahoma	810-994-2000
		LOS ANGELES	Hawaii, Southern California (Fresno, Imperial, Inyo, Kern, Kings, LA, Madera, Mariposa, Merced, Monterey, Orange, Riverside, San Bernardino, San Diego, San Benito, San Luis Obispo, Santa Barbara, Tulare, and Ventura Counties)	818-717-6700
		NEW YORK	New York (New York, Bronx, Queens, Richmond, Nassau, Kings, Westchester, Rockland and Suffolk Counties), New Jersey (Bergen, Essex, Hudson, Morris, Middlesex, Passaic, Somerset, Sussex, Union, and Warren Counties)	212-971-8810
		PHILADELPHIA	Delaware, D. C., Maryland, Pennsylvania, New Jersey (all counties except those covered by the NY Regional Office listed in the state of NJ above)	215-717-1020
		SEATTLE	Alaska, Idaho, Oregon, Washington, Northern California (all counties except those covered by the LA Regional Office listed in southern California above)	425-908-3000
		Puerto Rico Area Office	Puerto Rico	787-705-8201
Q. 9-4	Information collection authorization	What authority of information?	does the Census Bureau have to collec	et my
A. 9-4		not only requires also requires the every Census Bu information and i \$250,000, or both you or your hous		nd censuses, it on. Additionally ect your a fine up to hat could identify
		and Budget and	eau has received approval from the Office given approval number 0607-0919-C. This to collect the information.	
Q. 9-5	How long will this take	How long will it	take to complete the questionnaire?	
A. 9-5		The census form household.	takes only about 10 minutes to complete	for the average

Q. 9-6	Who should respond	Who should fill out the questionnaire?
A. 9-6		The person who owns or rents the living quarters should complete the questionnaire for everyone in the household. However, another household member who is at least 15 years of age can fill it out.
		Your participation is vital to ensure a complete and accurate count for your community in 2010.
Q. 9-7	Respondent is moving	Do I fill out the form if I'm moving out before April 1, or if the unit will be vacant on April 1, 2010?
A. 9-7		No, please do not complete the questionnaire. The census counts people where they live on April 1; look for a replacement questionnaire to be delivered at your new address.
Q. 9-8	Why ask these questions	How are census questions determined?
A. 9-8		Census questions are determined in response to the data needs of federal, state, local, and tribal governments. We ask questions that will help us obtain some basic information necessary for apportionment (determining how many Congress persons each state gets) and redistricting (determining the boundaries for Congressional districts within a state). Additionally, census information is used in federal, state, and local programs to allocate billions of dollars every year in funding.
Q. 9-9	Kinds of questions on the 2010 Census form	What questions are asked on the 2010 Census form?
A. 9-9		We ask four general questions about the household:  1) If the housing unit is owned or rented, 2) Telephone number, 3) How many people live in the residence, and 4) If any additional people who lived at the residence on April 1, 2010, were not included. And for each household member, we ask:  Name, Sex, Age/date of birth, Relationship to the person who owns or rents the residence, Hispanic origin, Race, and

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		Does this person sometimes live or stay somewhere else
Q. 9-10	Payment to answer the census-	Can I get paid to complete this form?
A. 9-10		No, your participation is required by law. Your participation in the 2010 Census will help ensure that your community receives its fair share of political representation and government funding. In addition, temporary jobs will be provided in your community.
Q. 9-11	Use my Census 2000 answers	Why can't you take my answers from the Census 2000 questionnaire?
A. 9-11		In order to provide accurate and current data, we need the most up-to-date information available.
Q. 9-12	Use my information from another survey	Why can't you take my answers from the American Community Survey for the 2010 Census or vice versa?
A. 9-12		The American Community Survey, which replaced the decennial census long form, has different questions and purposes than the 2010 Census population headcount. Your participation in each is vital and is required by law.
Q. 9-13	Importance of Tribal response to the census	Why is it important for tribal community members to respond to the 2010 Census?
A. 9-13		The information collected by the census is an important tool for federal and tribal government decision-making. The Constitution of the United States mandates a census every 10 years to determine how many seats each state will have in the U.S. House of Representatives. Census data directly affect how more than \$400 billion per year in federal and state funding is allocated to local, state and tribal governments – that's \$4 trillion over a 10-year period. Accurate census data ensures there is a fair allocation of the funds vital to tribal programs to help meet the many needs of your community members.
		Census data help tribal elders and leaders understand what their communities need and make informed planning decisions.
		Many tribal communities use census information to attract new businesses

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		and plan for growth. In fact, many tribes and tribal organizations use the census numbers to plan new facilities and programs for the communities they serve. It is important to be counted so that your tribe can receive its fair share of political representation and government funding.
Q. 9-14	Notice of visit form	Why was this D-26, Notice of Visit, left in my door?
A. 9-14		Census workers are in your neighborhood completing interviews with households who did not return their Census questionnaire before we created our list of addresses for which we do not have a response for the Census. The notice of visit was left in your door to notify you that a worker visited your address to complete an interview with you. You may contact the worker using the contact information listed on the Notice of Visit form to schedule a time to complete the interview with them. Otherwise, you can expect another visit from the Census worker to complete a questionnaire for your household.
Q. 9-15	Multiple Addresses	Where do I get counted if I have more than one address?
A. 9-15		The next census will take place on April 1, 2010. The U.S. Census Bureau will count people at their "usual residence." This is the place you live and sleep most of the time. As a result, your usual residence may not be the same as your legal residence.  Even if you are away from your usual residence on that particular day, you about a till plant to fill out and return the census from that was continuous.
		should still plan to fill out and return the census form that was sent to your usual residence. If you have multiple residences, your usual residence will be the place where you spend the most time.
		If you split your time equally between residences, and you do not consider either to be your usual residence, then you should include yourself on the form of the address you were staying on April 1, 2010.
Q. 9-16	Nonresponse followup visits	What if I'm not home when the census taker visits?
A. 9-16		If you are not at home, the census taker will make up to two return visits to try to reach you at home, and will leave a callback notice with information on how you can contact them to either schedule a visit for the interview, or provide the information on the phone. In some cases, the census taker might ask your neighbor for the best time to reach you at home, or if they could provide a telephone number for you.

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TOPIC 1	TOPIC 10: Privacy, Confidentiality, and Security		
Q. 10-1	Keeping my answers confidential	How is the information kept safe?	
A. 10-1		Answering the Census is important, easy, and safe. Keeping your answers safe and confidential is our highest priority. By law (Title 13, U.S. Code), the Census Bureau cannot share the answers that respondents provide with anyone or any other government agency. Additionally every Census Bureau employee has taken an oath to protect your information and is subject to a jail term of up to five years, a fine up to \$250,000, or both if he or she discloses ANY information that could identify you or your household.	
Q. 10-2	Protect my privacy	How is the privacy of respondents protected?	
A. 10-2		The Census Bureau only collects those data that are necessary to meet Federal agency needs required by Federal legislation, administrative regulation, or court decision. We also ensure that we tell you why we're collecting the information, and we are committed to treating you with respect during the information collection process. In addition, the Census Bureau has strict confidentiality provisions in place to ensure that the data respondents entrusted to us are protected. No one, except those persons who are sworn for life to protect your confidentiality and only those who have a need to see the data can see your answers. Compliant with Title 13, United States Code, there are severe penalties for any sworn individual who makes your answers known. Further, the Census Bureau has established a Chief Privacy Officer responsible for seeing that the privacy principles are followed.	
Q. 10-3	Sharing census data with ICE, IRS, courts, police	Do you share census data with the Immigration and Customs Enforcement, the Internal Revenue Service, courts or the police?	
A. 10-3		No, individual census records are not shared with <u>anyone</u> , including government agencies or private organizations. It is unlawful for the Census Bureau to give personally identifiable information about an individual to any other individual or agency until 72 years after it is collected for the decennial census. After 72 years, the individual census records are sent to the National Archives where they are made public primarily for genealogical research.	

Q. 10-4	Privacy Act	What is the Privacy Act?
A. 10-4		The Privacy Act of 1974 requires that Federal agencies collecting information about individuals advise those individuals of:
		<ul> <li>laws under which the information is being collected,</li> <li>how the information is used, and</li> <li>whether or not a response is required</li> </ul>
		Respondents will be informed of confidentiality and privacy matters either in a letter included with their mailed questionnaire package as an attachment to the Be Counted form that can be found in public places, or as a handout during visits to enumerate households.
Q. 10-5	Disposition of census forms	What happens to the 2010 Census forms after they have been processed by the Census Bureau?
A. 10-5		We recognize and appreciate the uses of our census data. In considering concerns of genealogists, we will preserve both the numeric data records as well as the digital images of the 2010 Census data. We are processing 2010 Census data by high-speed scanners, which create digital images of our forms exactly as they are filled out. The scanners also create a numeric data record used for statistical aggregation of answers from all respondents in the census. After ensuring all data are captured or scanned, the paper forms will be shredded. The digital images of the 2010 Census data will be saved and transferred to the U.S. National Archives and Records Administration for safekeeping. Provided current laws continue and after 72 years pass, these images and files for the 2010 Census will be released for genealogical research in 2082.

TOPIC 11	TOPIC 11: Race and Hispanic Origin Questions		
Q. 11-1	Why ask my race	Why does the Census Bureau need to know my race?	
A. 11-1		Information on race is required for many Federal programs and is critical in making policy decisions, particularly for civil rights. States use these data to meet legislative redistricting principles. Race data also are used to promote equal employment opportunities and to assess racial disparities in health and environmental risks.	
Q. 11-2	Use of Hispanic origin data	Why does the Census Bureau collect information on Hispanic origin?	
A. 11-2		Hispanic origin data are used to carry out many Federal programs. These cover enforcement of bilingual election rules under the Voting Rights Act and monitoring and enforcing equal employment opportunities under the Civil Rights Act. In addition, local governments use information about people of Hispanic origin to run programs and meet legislative requirements at the community level. For example, these data are used to help identify people who may not be receiving medical services under the Public Health Act, or to evaluate if financial institutions are meeting the credit needs of minority populations under the Community Reinvestment Act.	
Q. 11-3	Race and Hispanic Origin	Why do you have one question on race and another on Hispanic origin?	
A. 11-3		In October 1997, the Office of Management and Budget issued <i>Standards</i> for Maintaining, Collecting, and Presenting Federal Data on Race and Ethnicity. These federal guidelines mandate that race and Hispanic origin or ethnicity are separate and distinct concepts and should be collected in different questions. All Federal agencies that collect and report data on race and ethnicity, including the Census Bureau, must follow these standards. The standards are available at: <a href="http://www.whitehouse.gov/omb/fedreg/1997standards.html">http://www.whitehouse.gov/omb/fedreg/1997standards.html</a> .	
Q. 11-4	Race categories	Why doesn't the race question include more categories?	
A. 11-4		The race categories are those that are approved for data collection purposes by the Office of Management and Budget (OMB). For more information, visit the OMB website at <a href="http://www.whitehouse.gov/omb/fedreg/1997standards.html">http://www.whitehouse.gov/omb/fedreg/1997standards.html</a> . For persons who are unable to report in any of the specified race categories shown on the form, the census includes a 'Some other race' category.	

Q. 11-5	About the term 'Negro'	Why is the term "Negro" used in the race question?
A. 11-5		A test embedded in the 2010 Census will measure the effect of removing the term "Negro" on reports about a person's racial identity. The results will be used to inform design changes for future surveys and the 2020 Census. In the 2000 Census, more than 50,000 persons chose to write down explicitly that they identified themselves as "Negro."
		ADDITIONAL BACKGROUND:
		The Census Bureau included the term "Negro" because testing prior to Census 2000 indicated that numbers of respondents self-identified with this term. Census 2000 data showed that 56,175 respondents wrote in the term "Negro" in response to the question on race, even though the term was included in the category label for a checkbox. This does not include the unknown numbers of respondents who may have checked the box "Black, African Am., or Negro" because of the presence of the "Negro" identifier.
		Research in the 2000s did not include studies of the effect of dropping "Negro" from the list "Black, African Am., or Negro" on responses. Such research is important to avoid unanticipated consequences of changing question wording on the outcome of a census. As stated above, this research will be conducted as part of the 2010 decennial census.
Q. 11-6	Central and S. American Indian	How should people who are Central and South American Indian answer the race question?
A. 11-6		The 1997 Office of Management and Budget's revised guidelines for race and ethnicity definition of the "American Indian or Alaska Native" category includes peoples from Central and South America. Therefore, people who identify themselves as Central and South American Indians in the race question should mark the box for American Indians or Alaska Natives.
Q. 11-7	Afro-Caribbean	How should people who are Afro-Caribbean answer the race question?
A. 11-7		The 1997 Office of Management and Budget's revised guidelines for race and ethnicity definition of the "Black or African American" category includes persons having origins in any of the black racial groups of Africa, and terms such as "Haitian" or "Negro" can be used in addition to "Black or African American."

Q. 11-8	Meaning of race	What does the Census Bureau mean by race?
A. 11-8		The Census Bureau collects race data in accordance with guidelines provided by the U.S. Office of Management and Budget and these data are based on self-identification. The racial categories included in the census questionnaire generally reflect a social definition of race recognized in this country, and not an attempt to define race biologically, anthropologically or genetically. People may choose to report more than one race to indicate their racial mixture, such as "American Indian and White." People who identify their origin as Hispanic, Latino, or Spanish may be of any race.
		In addition, it is recognized that the categories of the race item include both racial and national origin or socio-cultural groups. You may choose more than one race category.
Q. 11-9	Mixed racial or ethnic heritage	Will people of mixed racial heritage be able to identify themselves on the form?
A. 11-9		Each respondent may select one or more racial categories. The Office of Management and Budget, which has jurisdiction over this matter, made this decision after reviewing the results of the census tests and hearing recommendations from an Interagency Committee.
Q. 11-10	American Indians or Alaska Natives	How will data on American Indians or Alaska Natives be collected?
A. 11-10		Responses to the census question on race are based on self-identification. Respondents may choose to select the checkbox category "American Indian or Alaska Native". This checkbox also has an instruction to "Print name of enrolled or principal tribe" along with a write-in response area for respondents to indicate their tribe or tribes (see the 2010 Census question on race below). These responses will be used to collect data on both the American Indian and Alaska Native populations.

Q. 11-11	Hispanic origin	Do American Indians and Alaska Natives need to answer the question on Hispanic origin?
A. 11-11		Yes, the Hispanic origin question must be answered by everyone. Respondents who are not of Hispanic origin are asked to mark the box "NO, not of Hispanic, Latino, or Spanish origin" response category. People who are of Hispanic origin are asked to indicate the specific group to which they belong, such as, Cuban, Mexican, Puerto Rican, Argentinean, Colombian, or Dominican.
Q.11-12	Number of tribes one can report	May American Indians and Alaska Natives report more than one tribe?
A.11-12		Yes, in addition to reporting one or more races, American Indians and Alaska Natives may report one or more tribes. For example, people who report American Indian or Alaska Native and write-in their tribes as Jicarilla Apache Nation or Navajo Nation will be counted in both the Apache and Navajo tribes.
Q.11-13	Race write-in areas	Why do the race question write-in areas (denoted under 'American Indian or Alaska Native;' 'Other Asian/Other Pacific Islander;' and 'Some other race' write-in areas) not include more spaces?
A.11-13		The Census Bureau is working to accommodate the data needs of many diverse stakeholders, and will capture up to 30 characters inside and around each race question write-in area.
Q.11-14	Defining American Indian or Alaska Native	Does the Census Bureau define American Indian or Alaska Native?
A.11-14		No, the Office of Management and Budget (OMB) defines American Indian or Alaska Native as a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment. This definition was developed in cooperation with federal agencies and community leaders to provide consistent and comparable data on the American Indian and Alaska Native and Native population throughout the Federal government for an array of statistical and administrative programs. The Census Bureau adheres to the OMB guidance.

Q.11-15	Hispanic origin and Race	How do Hispanics answer the race question?
A.11-15		People of Hispanic origin may be of any race. Hispanics may choose one or more race categories, including American Indian or Alaska Native, White, Black or African American, Asian, and Native Hawaiian or Other Pacific Islander. If some people do not identify with any of the specified race groups, they may mark the "Some other race" category and write in their race or races.

TOPIC 1	2: Responding to the	e Census Questionnaire
Q. 12-1	Who should respond	Who should fill out the questionnaire that is mailed to the residence?
A. 12-1		The person who owns or rents the living quarters should complete the questionnaire. However, another household member who is at least 15 years of age can fill it out.
		Your participation is vital to ensure a complete and accurate count for your community in 2010.
Q. 12-2	Who is included	Who should be included on the questionnaire that is mailed to the residence?
A. 12-2		The person filling out the questionnaire should include information about all household members (including him/herself) who live and sleep at the address most of the time. The person should also include people who are staying there on April 1, 2010, who have no permanent place to stay. The Census Bureau is mandated by the Constitution to count everyone who lives in this country, regardless of immigration or citizenship status.
Q. 12-3	What do I do with the form	What should I do after I get the questionnaire?
A. 12-3		Fill out the questionnaire in blue or black ink and mail it back in the enclosed, postage-paid envelope as soon as possible.
Q. 12-4	Questionnaire due date	What is the due date for returning the questionnaire?
A. 12-4		IF ASKED BEFORE April 1, 2010 (Phase 1 only): The Census Bureau does not establish a due date for returning the questionnaire, but we ask that you mail back the questionnaire as soon as possible. Even though the census counts people as of April 1, if you plan on living at the address on the questionnaire on April 1, you can complete the questionnaire now and mail it back in the postage-paid envelope.
		IF ASKED ON OR AFTER April 1, 2010 (Phase 1,2,3 with check for Phase 1): The Census Bureau does not establish a due date for returning the questionnaire, but we ask that you mail back the questionnaire as soon as possible. Please complete your questionnaire now and return it to us. If we do not receive your questionnaire soon, a census worker may visit your house and complete one with you.

Q. 12-5	Received a second questionnaire	Why did I receive a second questionnaire?
A. 12-5		Second mailings are automatically scheduled for delivery if we do not receive your first questionnaire by April 9. We've found that we can save millions of dollars in taxpayer money during the 2010 Census if we mail a second form when we haven't received the first questionnaire rather than send a census worker to your house. So please fill out the second questionnaire and return it in the envelope we provided.
		Q. But won't I get counted twice that way?
		A. No, the Census Bureau has procedures to eliminate duplicate questionnaires. There is an ID associated with each household's questionnaire. This prevents us from counting you more than once.
Q. 12-6	Respondent's questionnaire was not received	What will happen if the Census Bureau does not receive my completed questionnaire?
A. 12-6		If we do not receive the completed questionnaire by mail, a census worker will come to your home to obtain the information.
Q. 12-7	Returned the questionnaire but why the visit	I returned my completed questionnaire but a census worker still visited my home. Why?
A. 12-7		We may not have received your questionnaire in time to update the census worker's assignment, or your questionnaire may have been delayed or lost in the mail. When this happens, we instruct the census worker to collect your information anyway to remove the risk that we do not receive your information.
		Q. But won't I get counted twice that way?
		A. No, the Census Bureau has procedures to eliminate duplicate questionnaires. There is an ID associated with each household's questionnaire. This prevents us from counting you more than once.

Q. 12-8	Received another form or reminder card	Why did I receive a postcard/reminder card or replacement questionnaire when I've already mailed my form back?
A. 12-8		Every household is mailed a reminder postcard encouraging households that have not responded to mail back their questionnaires, and thanking respondents who have already replied.
		Replacement questionnaires are delivered to certain households by the U.S. Postal Service between April 1 and April 3, which is some 10 days after the reminder postcards are mailed. We have found that the second questionnaire mailing increases the rate of response by some 7-10% and eliminates the need to send a census worker to the home of those who respond to the second questionnaire, thereby saving taxpayer dollars. Each one percentage point increase in the national mailback response rate represents a cost savings of about \$75 million.
Q. 12-9	Not living or staying at residence most of the time	Should I count people who don't live or stay here most of the time?
A. 12-9		No. Include only those people who live or stay there most of the time, unless the person has no other permanent place to stay, in which case, you should count the person.
		If no one lives there most of the time, then enter a zero in question 1 for the number of people. Do not mark any other items. Then, please mail back the questionnaire in the enclosed prepaid envelope.
Q. 12-10	Internet	Can I respond on the Internet?
A. 12-10		No, this option is not available. Please fill out and mail back your form so that we can get a complete and accurate count for your community in the 2010 Census. Census data directly affect how more than \$400 billion per year in federal and state funding is allocated to local, state and tribal governments – that's \$4 trillion over a 10-year period.
Q. 12-11	Hand held computers	Why do census workers have computers?
A. 12-11		Some Census workers have laptops to aid them in the interview process, and handheld computers that provide them access to maps of the area they're working in. The handheld computer uses a global positioning system (GPS) technology to help locate addresses. This GPS technology allows us to reduce the amount of time spent by census workers in locating addresses while increasing productivity. Most

		importantly, by adding a GPS coordinate to each housing unit, the Census Bureau is able to ensure that residents are counted in the right location. This is important as the data are used to apportion congressional representation and used to draw redistricting lines.
Q. 12-12	Where to put information for more than six people	Where do I put the information if I have more than six people in my household?
A. 12-12		There is space for you to record the names, sex, age/date of birth, and relationship for additional people on the last page of your form. The Census Bureau checks this page for names and will call the household later and ask for more information about those people to ensure your questionnaire is accurate and complete. Be sure to include your telephone number on your census form.
Q. 12-13	Six or more people on the form	Why does the census form have room for only six people?
A. 12-13		The Census Bureau decided to use a six-person questionnaire for the 2010 Census based on extensive research that indicated that most households contain six or fewer people. Given the small number of households with seven or more people, it is less expensive for the Census Bureau to followup with those households than it is to produce a print and mail questionnaire with space for seven or more people.
Q. 12-14	Enumerator did not come to my house	I had difficulty completing the form and waited for a census worker to come to my house, but no one has come. What do I do?
A. 12-14		Please call the Telephone Questionnaire Assistance center to seek assistance.  English 1-866-872-6868 Spanish 1-866-928-2010 Chinese 1-866-935-2010 Korean 1-866-955-2010 Vietnamese 1-866-945-2010 Russian 1-866-965-2010  The phone lines will be open from 8 a.m. to 9 p.m. (your local time) seven days a week from February 25, 2010 - July 30, 2010. For the hearing-impaired, dial TDD 1-866-783-2010 during the times noted.

Q. 12-15	Receipt of census form	Have you received my census form yet?
A. 12-15		If you returned the form in the envelope we provided, we are confident that we will receive and capture your data. Under some circumstances, we may not be able to process your form in time to prevent one of our interviewers from visiting your home. If you are visited, we ask that you cooperate and provide the information again, since the interviewer will have no way to verify that your form was sent in and received.
Q. 12-16	Definition of Snowbird	What are "snowbirds"?
A. 12-16		Some people live in one state but spend the winter in another state with a warmer climate. These people are often referred to as snowbirds, and the Census Bureau considers them to be on a yearly cycle of travel between the two residences.
Q. 12-17	Counting Snowbirds	I am a "snowbird". Where should I be counted?
		You should be counted at your usual residence, that is, the place where you live and sleep most of the time during the year. This residence may not necessarily be your voting state, or the state where you lived most of your life, or the state that you consider your home, permanent residence, or legal residence.
		<ul> <li>Here are two examples of how to determine your usual residence.</li> <li>If you spend four months of the year in Florida and eight months in Maine, then your usual residence is Maine. You should be counted in Maine.</li> <li>If you spend equal parts of the year in California and in New York, you have no usual residence. If you happen to be living in California on April 1, 2010, then you should be counted in California.</li> </ul>

TOPIC 13:	TOPIC 13: 2010 Census Questionnaire Assistance		
Q. 13-1	My telephone number	Why do you need my telephone number?	
A. 13-1		We may need to clarify your questionnaire responses. If we have a phone number, we may be able to do this without having to send a census worker to your home. Your telephone number is kept confidential, as are all your responses.	
Q. 13-2	Pen or pencil	What do I use to fill out the form – pen or pencil?	
A. 13-2		Please fill out the questionnaire with a black or blue ink pen. Please do not use a pencil.	
Q. 13-3	Hearing impaired assistance	I was trying to reach the hearing impaired number. Can you help me?	
A. 13-3		The telephone number for the hearing impaired is 1-866-783-2010. The phone lines will be open from 8 a.m. to 9 p.m. (your local time) seven days a week from February 25, 2010 - July 30, 2010.	
Q. 13-4	Need help to complete form	What if I need help completing my census form?	
A. 13-4		Please call the Telephone Questionnaire Assistance center to seek assistance.  English 1-866-872-6868 Spanish 1-866-928-2010 Chinese 1-866-935-2010 Korean 1-866-955-2010 Vietnamese 1-866-945-2010 Russian 1-866-965-2010  The phone lines will be open from 8 a.m. to 9 p.m. (your local time) seven days a week from February 25, 2010 - July 30, 2010. For the hearing-impaired, dial TDD 1-866-783-2010 during the times noted.	

Q. 13-5	Making corrections	How do I make corrections on the form?
A. 13-5		If the error is in a write-in box, carefully draw a line through the incorrect entry and write the correct information as close as possible to the entry you lined through. This way, the person who reviews your form will know what you intended. If you checked the wrong box, just draw a line through it and mark the correct box for the question.
Q. 13-6	Did not receive a questionnaire	What do I do if I don't receive a questionnaire?
A. 13-6		Beginning April 12, 2010, you should call the Telephone Questionnaire Assistance center at one of the numbers listed below to obtain a questionnaire. The phone lines will be open from 8 a.m. to 9 p.m. (your local time) seven days a week from February 25, 2010 - July 30, 2010.  English 1-866-872-6868 Spanish 1-866-928-2010 Chinese 1-866-935-2010 Korean 1-866-955-2010 Vietnamese 1-866-945-2010 Russian 1-866-965-2010  For the hearing-impaired, dial TDD 1-866-783-2010 during the times noted.
Q. 13-7	Need another questionnaire	What if I lost or misplaced my census form?
A. 13-7		Beginning April 12, 2010, you should call the Telephone Questionnaire Assistance center at one of the numbers listed below to obtain a questionnaire. The phone lines will be open from 8 a.m. to 9 p.m. (your local time) seven days a week from February 25, 2010 - July 30, 2010.  English 1-866-872-6868 Spanish 1-866-928-2010 Chinese 1-866-935-2010 Korean 1-866-955-2010 Vietnamese 1-866-965-2010 For the hearing-impaired, dial TDD 1-866-783-2010 during the times noted above.

Q. 13-8	Questionnaire assistance by telephone	Who may I call if I have questions about the questionnaire?
A. 13-8		If you have questions about the questionnaire, call the Telephone Questionnaire Assistance center at one of the numbers listed below. The phone lines will be open from 8 a.m. to 9 p.m. (your local time) seven days a week from February 25, 2010 - July 30, 2010.  English 1-866-872-6868 Spanish 1-866-928-2010 Chinese 1-866-935-2010 Korean 1-866-955-2010 Vietnamese 1-866-945-2010 Russian 1-866-965-2010  For the hearing-impaired, dial TDD 1-866-783-2010 during the times noted above.

Q. 13-9	Received more than one questionnaire	What do I do if I received more than one 2010 Census questionnaire?
A. 13-9		If you received two or more questionnaires with the same address including any unit or apartment numbers, please complete one of them and mail it back in the postage-paid envelope we provided. You may later get a visit from a census worker to verify the duplication.  But if the questionnaires you received had different addresses, then please complete the one that represents your actual address and mail that back to us.
Q. 13-10	Wrong address on my questionnaire	What should I do if my questionnaire has the wrong address?
A. 13-10		If you have NOT FILLED IN the questionnaire, please write "wrong address" on the front of the envelope, leave the questions blank, and drop it in the mail for return to the Census Bureau. But if you have filled in the questionnaire, throw it away. Discard the questionnaire in a way that is comfortable to you so that your personal information is not made known to the public. A census worker will visit your household and complete a questionnaire with you.

Q. 13-11	More than one housing unit at same address	What if there is more than one housing unit at the same address but the apartment number is not shown on the form?
A. 13-11		If the unit designation is not on the form, please complete and send in the form for one of the housing units. Residents in the other units should call the Telephone Questionnaire Assistance center to request a form or seek guidance on what to do.  English 1-866-872-6868
		Spanish 1-866-928-2010 Chinese 1-866-935-2010 Korean 1-866-955-2010 Vietnamese 1-866-945-2010 Russian 1-866-965-2010
		The phone lines will be open from 8a.m. to 9 p.m. (your local time) seven days a week from February 25, 2010 through July 30, 2010. For the hearing-impaired, dial TDD 1-866-783-2010 during the times noted.

Q. 13-12	Address is not a residence	What if this address is not a residence or home?
A. 13-12		If there is an apartment, mobile home, room or group of rooms where people live or stay at this address, then a household member who is at least 15 years of age can fill out and return the questionnaire by mail in the postage-paid envelope provided.  If the address is nonresidential, that is, if people do not live or stay at that address, then do not complete the questionnaire. A census worker will visit to verify that the address is nonresidential and remove the address from the census. If you receive additional letters or forms in the mail, simply ignore them.

Q. 13-13	Lost my return envelope	I lost my return envelope. Where do questionnaire?	I mail my 2010 Census
A. 13-13		If your postage-paid envelope is lost or mail your completed questionnaire to:	missing from your package, ther
		If respondent lives in:	Mail the questionnaire to:
		Alabama, Connecticut, Delaware, D.C., Florida, Georgia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, North Carolina, Pennsylvania, Rhode Island, South Carolina, Tennessee, Vermont, Virginia	U.S. Census Bureau 2010 Census Data Capture Center 8411 Kelso Drive Essex, MD 21221
		Illinois, Indiana, Iowa, Kentucky, Michigan, Minnesota, Missouri, Ohio, West Virginia, Wisconsin	U.S. Census 2010 Census Data Capture Center 1201 E. 10th Street Jeffersonville, IN 47132
		Alaska, Arizona, Arkansas, California, Colorado, Hawaii, Idaho, Kansas, Louisiana, Mississippi, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wyoming,	U.S. Census Bureau 2010 Census Data Capture Center 4427 West Buckeye Road Phoenix, AZ 85043
		Puerto Rico	

Q. 13-14	Phone-in responses	Can you take my information over the phone now?
A. 13-14		<b>Prior to April 22</b> , <b>2010</b> – A TQA agent can assist you with completing the form, but you must mail back the completed form in the return envelope provided in the packet.
		Between April 23 – July 30, 2010 – A TQA agent can take your information over the phone.
		English 1-866-872-6868 Spanish 1-866-928-2010 Chinese 1-866-935-2010 Korean 1-866-955-2010 Vietnamese 1-866-945-2010 Russian 1-866-965-2010
		The phone lines will be open from 8 a.m. to 9 p.m. (your local time) seven days a week from February 25, 2010 - July 30, 2010. For the hearing-impaired, dial TDD 1-866-783-2010 during the times noted.

Q. 13-15	Names	Why do you want our names?
A. 13-15		We request names for the following reasons:
		<ul> <li>To help ensure that people are not counted twice in the census,</li> <li>To help eliminate simple errors like counting "Mary Jones" as a male, and</li> <li>To allow you, and only you, to obtain a record from the Census Bureau at a later time if necessary for proving age, citizenship, or family relationship. Some people need this information to qualify for Social Security benefits, to obtain passports, and to have official proof for other purposes.</li> </ul>
		Although names are requested, we treat names the same as other census information in that all the information you provide to us is protected by law and strictly confidential. Information collected is used for statistical purposes only: the Census Bureau cannot publish or release information that would identify you or your household.

Q. 13-16	Housing information	Why do you ask for housing information?
A. 13-16		This census is designed to collect information about both population and housing.  Housing information is used to:  • Identify areas of inadequate housing  • Help plan for new housing  • Identify trends in home ownership and rental housing
Q. 13-17	Correct/add information after mailing form	Can I correct information on the census form I already returned?
A. 13-17		We're sorry; there is no way that we can correct the information you provided for your household.

Q. 13-18	Visitors	We are all visitors at this address. Should we fill out the questionnaire?
A. 13-18		No. Include only those people who live or stay there most of the time. But if you have no other permanent place to stay you should fill out the questionnaire.
		If no one lives there most of the time, then enter a zero in question 1 for the number of people. Do not mark any other items. Please return the questionnaire in the enclosed prepaid envelope.
Q.13-19	Received 2010 and an ACS questionnaire	What do I do if I received a 2010 Census questionnaire and an American Community Survey questionnaire?
A. 13-19		If you received a 2010 Census questionnaire and an American Community Survey questionnaire you are required by law to complete and return both questionnaires to the Census Bureau. The American Community Survey replaced the decennial census long form and asks for different information than the 2010 Census short-form questionnaire. Your participation in both is vital to ensure that your community receives its fair share of political representation and government funding.

Q.13-20	Vacant on Census day	What if the housing unit at the address is vacant on Census day?
A. 13-20		If the housing unit is vacant on Census day, then do not complete the questionnaire. A census worker will visit the address and collect information from a knowledgeable respondent on the status of the unit. If you receive additional letters or forms in the mail, simply ignore them.
Q. 13-21	Be Counted Mailing Deadline	What is the deadline for mailing the Be Counted form?
A. 13-21		The deadline for mailing a Be Counted form is May 1, 2010.
Q. 13-22	Languages of TQA	What languages will the Telephone Questionnaire Assistance center provide assistance for?
A. 13-22		TQA will provide assistance in five languages in addition to English: Spanish, Chinese (simplified), Korean, Vietnamese and Russian.

TOPIC 14: Non-English Language Assistance and Questionnaires			
Q. 14-1	Bilingual questionnaire	Will there be a bilingual questionnaire?	
A. 14-1		Yes. The initial questionnaire that is mailed to some households in designated areas will be bilingual in English and Spanish.	
Q. 14-2	Why did I get a bilingual form	Why did I receive a bilingual questionnaire?	
A. 14-2		We are providing this questionnaire in areas where census data suggested there are a large number of Spanish speakers who could benefit from receiving a questionnaire in Spanish as well as English. We believe this will help respondents complete the form with limited assistance from the Census Bureau.	
Q. 14-3	Description of language assistance guide	What is a language assistance guide?	
A. 14-3		A language assistance guide is a translated copy of the English version of the census questionnaire. Language guides are available in more than 50 languages. It is used to help you complete the English form. It should not be completed and returned. If you use one, please be sure to fill out the original English questionnaire you received and mail it to the Census Bureau in the postage-paid envelope provided.	
Q. 14-4	About language assistance guides	Which languages are in the language assistance guide?	
A. 14-4		We have language assistance guides in many languages. You can print these from our website at <a href="http://2010.census.gov/partners/materials/inlanguage.php">http://2010.census.gov/partners/materials/inlanguage.php</a> or, if you would like one mailed to you, you may call the Telephone Questionnaire Assistance center.  English-1866-872-6868 Spanish-1-866-928-2010 Chinese 1-866-935-2010 Korean 1-866-955-2010 Vietnamese 1-866-945-2010 Russian 1-866-965-2010	
l		(next page)	

		The phone lines will be open from 8 a.m. to 9 p.m. (your local time) seven days a week, February 25, 2010 - July 30, 2010. For the hearing-impaired, TDD 1-866-783-2010 (during the times noted)
Q. 14-5	Bilingual replacement questionnaire	Will there be a bilingual replacement questionnaire?
A. 14-5		No, we do not have plans to distribute bilingual replacement questionnaires. However, you can call the phone number on the back of the English form to request a questionnaire in Spanish, Simplified Chinese, Vietnamese, Korean or Russian. Staff also are available at Questionnaire Assistance Centers from February 26-April 19, 2010 to help with bilingual questionnaire issues.
Q. 14-6	Spanish speaker	I need help with my form, but Spanish is my primary language. Can you help me?
A. 14-6		To reach a Spanish-speaking person, please call 1-866-928-2010. You can call between 8 a.m. and 9 p.m. seven days a week. The telephone call is free. They can also send you a Language Assistance Guide.
Q. 14-7	Language Assistance Guide (LAG)	Why don't you have a guide in my language?
A. 14-7		As the initial part of the process for selecting which languages to include in language assistance guides, we estimated the number of households that were considered to be "most in need" of assistance for more than 100 different languages. The criterion was that no one (age 15 or older) in a household speaks English "very well" and all speak a given foreign language. We used long-form (I. E., sample) data from Census 2000 and American Community Survey (ACS) data from 2005 and 2006 to project household-level estimates for 2010. Then these languages were listed in descending order (from most frequent downward) by the projected household count for 2010 and the top languages with an estimated need by at least 2,000 households are included in the 2010 Census language assistance guides.
Q. 14-8	Language Assistance Guide	Can I return the Language Assistance Guide?
A. 14-8		No, you can keep the Language Assistance Guide but please mail the completed questionnaire to the Census Bureau in the postage-paid envelope we provided.

Q. 14-9	Language Assistance Guide	How can I get a copy of a <i>(respondent gives name of language)</i> language assistance guide?
A. 14-9		We have language assistance guides in many languages. You can print these from our website at <a href="http://2010.census.gov/partners/materials/inlanguage.php">http://2010.census.gov/partners/materials/inlanguage.php</a> or, if you would like one mailed to you, you may call the Telephone Questionnaire Assistance Center.
		English-1866-872-6868 Spanish-1-866-928-2010 Chinese 1-866-935-2010 Korean 1-866-955-2010 Vietnamese 1-866-945-2010 Russian 1-866-965-2010
		The phone lines will be open from 8 a.m. to 9 p.m. (your local time) seven days a week, February 25, 2010 - July 30, 2010. For the hearing-impaired, TDD 1-866-783-2010 (during the times noted.)
Q. 14-10	Language Assistance Guide	I received an English language questionnaire but would prefer or need to answer the questionnaire in a language other than English. How can I get a <i>(respondent gives name of language)</i> –language questionnaire?
A. 14-10		We have language assistance guides in many languages. You can print these from our website at <a href="http://2010.census.gov/partners/materials/inlanguage.php">http://2010.census.gov/partners/materials/inlanguage.php</a> or, if you would like one mailed to you, you may call the Telephone Questionnaire Assistance Center.
		English-1866-872-6868 Spanish-1-866-928-2010 Chinese 1-866-935-2010 Korean 1-866-955-2010 Vietnamese 1-866-945-2010 Russian 1-866-965-2010
		The phone lines will be open from 8 a.m. to 9 p.m. (your local time) seven days a week, February 25, 2010 - July 30, 2010. For the hearing-impaired, TDD 1-866-783-2010 (during the times noted.)

TOPIC 15	TOPIC 15: Respondent Complaints and Concerns		
Q. 15-1	Complaint/comment address	Where can I write to complain, or if I have a concern?	
A. 15-1		For complaints/concerns about the Coverage Followup operation, write or e-mail to:  Associate Director for Administration Paperwork Project #OMB-0607-0946-CFU U. S. Census Bureau Washington, DC 20233-7100 <a href="http://www.Paperwork@census.gov">http://www.Paperwork@census.gov</a> Type "Paperwork 0607-0946-CFU" in the subject line  For complaints/concerns about the Census Coverage Measurement operation, write or e-mail to:  Associate Director for Administration Paperwork Project #OMB-0607-0920-CCM U. S. Census Bureau Washington, DC 20233-7100 <a href="http://www.Paperwork@census.gov">http://www.Paperwork@census.gov</a> (Type "Paperwork 0607-0920-CCM" in the subject line)  For complaints/concerns about the 2010 Census and other, operations write or e-mail to: Associate Director for Administration Paperwork Project #OMB-0607-0919-C U. S. Census Bureau Washington, DC 20233-7100 <a href="http://www.Paperwork@census.gov">http://www.Paperwork@census.gov</a> Type "Paperwork 0607- 0919-C" in the subject line	

TOPIC '	TOPIC 16: Hand Held Computers		
Q. 16-1	Hand held computers	Why do census workers have computers?	
A. 16-1		Some Census workers have laptops to aid them in the interview process, and handheld computers that provide them access to maps of the area they're working in. The handheld computer uses a global positioning system (GPS) technology to help locate addresses. This GPS technology allows us to reduce the amount of time spent by census workers in locating addresses while increasing productivity. Most importantly, by adding a GPS coordinate to each housing unit, the Census Bureau is able to ensure that residents are counted in the right location. This is important as the data are used to apportion congressional representation and used to draw redistricting lines.	

TOPIC 1	17: The Coverage Fo	llowup (CFU) Operation
Q. 17-1	Purpose	I filled out my Census form. Why are you calling for the Coverage Followup operation?
A. 17-1		The Census Bureau is conducting a coverage check to ensure that no person is left out of the Census, or counted in more than one place. The Coverage Followup Operation clarifies responses that were collected previously in order to ensure that we have a complete and accurate 2010 Census.
Q. 17-2	Response methods	Can I respond to the Coverage Followup Operation by the Internet?
A. 17-2		No. This option is not available.
Q. 17-3	Timing of a CFU interview	How long will the Coverage Followup interview take?
A. 17-3		The telephone Coverage Followup interview should take approximately 10 minutes.
Q. 17-4	Participation	Do I have to respond to the Coverage Followup interview?
A. 17-4		Yes. Your participation is mandatory by law (Title 13 of the U.S. Code). Title 13 also requires that the Census Bureau keep respondents' answers confidential. Every Census Bureau employee has taken an oath to protect your information and is subject to a jail term, a fine – or both – if he or she discloses ANY information that could identify you or your household.
Q. 17-5	Answering the interview	Who can respond to the Coverage Followup interview?
A. 17-5		The household member who filled out the census questionnaire or a member of the household who is at least 15 years of age can complete the interview.
Q. 17-6	Complaints and comments	Where can I write to express comments or complaints about the Coverage Followup operation?
A. 17-6		Please write or e-mail to: Associate Director for Administration Paperwork Project #OMB-0607- 0946-CFU U. S. Census Bureau Washington, DC 20233-7100 <a href="http://www.Paperwork@census.gov">http://www.Paperwork@census.gov</a> Type "Paperwork 0607-0946-CFU" in the subject line

TOPIC 1	TOPIC 17: The Coverage Followup (CFU) Operation		
Q. 17-7	Location of Call Centers	Where do the Coverage Followup phone calls originate from?	
A. 17-7		The coverage followup phone calls originate from one of 11 call centers within the United States including Kansas, Arizona, Utah (4), Kentucky (2), Georgia, California, and Colorado.	
Q. 17-8	OMB approval number	Has the Coverage Followup interview been assigned an official approval number from the Office of Management and Budget?	
A. 17-8		Yes. The Office of Management and Budget approval number is 0607-0946. This number is valid through 12/31/2010.	
Q. 17-9	Responding to a missed CFU Call	What happens if a Coverage Followup interviewer calls and nobody answers the phone?	
A. 17-9		A message is left at the residence requesting the respondent to return the phone call. In addition, a specific case identification number is provided so that the respondent can reference that number when they call back to complete the interview.	
Q. 17-10	Incoming number on a Caller ID	What number will appear on a respondent's caller ID when receiving a Coverage Followup interview call?	
A. 17-10		The caller ID will show U.S. Census Bureau. If the text is not supported (such as on a cell phone), then the inbound toll-free number will show up. The exact number depends on the language designated for the outbound call. The possible numbers include:  o English: 866-851-2010 o Spanish: 866-859-2010 o Russian: 866-848-2010 o Vietnamese: 866-863-2010 o Chinese: 866-881-2010 o TDD: 866-784-2010	
Q. 17-11	Operational Dates of Coverage Followup	When will the Coverage Followup operation occur?	
A. 17-11		The Coverage Followup operation takes place from April 11, 2010 through August 14, 2010.	

TOPIC 1	8: The Census	Coverage Measurement Person Interview
Q. 18-1	How long will this take?	How long will it take to complete the interview?
A. 18-1		These interviews average about 15-20 minutes, although it could be shorter or longer depending on your living situation.
Q. 18-2	Purpose of CCM PI	What is this survey all about?
A. 18-2		The purpose of this interview is to determine if we have counted people and housing units at the correct location. You are part of a sample of households chosen to help us determine that. Results from this survey will help us improve future censuses and ensure that we obtain an accurate count.
Q. 18-3	Use of data collected	How will this information be used?
A. 18-3		The information the Census Bureau collects now will be used to evaluate coverage in the 2010 Census. We release only grouped data, not individual data. No one can be identified individually either by name or by address.
Q. 18-4	Returned form but why the visit	I already mailed my census form, so why is someone visiting my house?
A. 18-4		This is a separate survey designed to study whether we've counted people and housing units at the correct location during the census.
Q. 18-5	Already answered questions	I already answered a bunch of questions from one of your census workers. Why is someone visiting my house again?
A. 18-5		You might have talked to someone already, but this is a different survey. We need your answers to the questions on this survey to determine if the census counted people and housing units at the correct location.
Q. 18-6	Waste of tax dollars	Isn't this a waste of taxpayers' money?
A. 18-6		Actually, it could save money. By law, we have to conduct a census every ten years. What we learn from this survey will help us improve the accuracy of subsequent censuses.

Q. 18-7	Selecting respondents	Why was I selected for this survey?
A. 18-7		Your household was randomly chosen to be part of a scientific sample of households. We need your answers and the answers of the other households we talk to, so we can evaluate how well the census counted people.
Q. 18-8	Respondent substitutions	Why can't you select someone else?
A. 18-8		We cannot substitute different people or households because then the sample wouldn't be scientifically random and representative.
Q. 18-9	Must I answer these questions	Do I have to participate?
A. 18-9		Yes. Your household was randomly chosen to be part of a scientific sample of households. We need your answers and the answers of the other households we talk to, so we can evaluate how well the census counted people. Your participation will help ensure that we conduct the most accurate censuses possible.
		As part of the Census, this is a mandatory survey, required by law, Title 13 of the United States Code. That means you must respond to this survey. That law also requires the Census Bureau to keep your answers confidential and to use them for statistical purposes only. The Census Bureau cannot publish or release information that would identify you or your household.
Q. 18-10	Use data from other sources	Why can't you get your information from other sources?
A. 18-10		For this survey, we need to evaluate whether we counted people at the correct location. To do that, we need to talk to the people themselves.
Q. 18-11	Keep responses confidential	How can I be sure that the information I give you will be kept confidential?
A. 18-11		All of the information the Census Bureau collects is confidential by law (Title 13, U.S. Code, Section 9). Every Census Bureau employee has taken an oath to protect your information and is subject to a jail term, a fine – or both – if he or she discloses ANY information that could identify you or your household.

Q. 18-12 Why do you need our names? Collecting respondent names A. 18-12 We collect names so that we can match people surveyed in the census to evaluate who was not counted. Also getting names helps us evaluate errors such as counting the same person in two different places. Your name and other answers are protected by law and are strictly confidential. Q. I thought you only counted people. A. If we don't ask for names and other related information, we won't have any way to check on how accurate our count of the population is. We also count housing units to ensure that our count is as accurate as possible. Q. 18-13 Survey Is there a telephone number I can call to confirm that this is legitimate? legitimate? A. 18-13 If someone from the Census Bureau has contacted you at home and you have questions, please contact the Census Bureau Regional Census Center in your area: **RCC States** RCC Phone 404-335-1555 ATLANTA Alabama, Florida, Georgia Connecticut, Massachusetts, New Hampshire, Rhode 617-223-3700 **BOSTON** Island, Maine, Puerto Rico, Vermont, New York (all counties except those covered by the NY Regional Office listed in the state of NY below) **CHARLOTTE** Kentucky, North Carolina, South Carolina, Tennessee, 704-936-5300 Virginia CHICAGO Illinois, Indiana, Wisconsin 312-454-2700 DALLAS Louisiana, Mississippi, Texas 214-267-6900 DENVER 720-475-3640 Arizona, Colorado, Montana, Nebraska, Nevada, New Mexico, North Dakota, South Dakota, Utah, Wyoming DETROIT 313-396-5200 Michigan, Ohio, West Virginia 816-994-2000 KANSAS CITY Arkansas, Iowa, Kansas, Minnesota, Missouri, Oklahoma LOS ANGELES Hawaii, Southern California (Fresno, Imperial, Inyo, Kern, 818-717-6700 Kings, LA, Madera, Mariposa, Merced, Monterey, Orange, Riverside, San Bernardino, San Diego, San Benito, San Luis Obispo, Santa Barbara, Tulare, and Ventura Counties) **NEW YORK** New York (New York, Bronx, Queens, Richmond, 212-971-8810 Nassau, Kings, Westchester, Rockland and Suffolk Counties), New Jersey (Bergen, Essex, Hudson, Morris, Middlesex, Passaic, Somerset, Sussex, Union, and Warren Counties) **PHILADELPHIA** Delaware, D. C., Maryland, Pennsylvania, New Jersey 215-717-1020 (all counties except those covered by the NY Regional Office listed in the state of NJ above)

		SEATTLE	Alaska, Idaho, Oregon, Washington, Northern California (all counties except those covered by the LA Regional Office listed in southern California above)	425-908-3000
		Puerto Rico Area Office	Puerto Rico	787-705-8201
Q. 18-14	Complaint/ comment addresses	Where can I wri	te to complain, or if I have a concern?	
A. 18-14		Please write or e-mail to:  Associate Director for Administration Paperwork Project #OMB-0607-0920-CCM U. S. Census Bureau Washington, DC 20233-7100 <a href="mailto:http://www.Paperwork@census.gov">http://www.Paperwork@census.gov</a> (Type "Paperwork 0607-0920-CCM" in the subject line)		

TOPIC 19: Census Data – Availability and Use When will data from the 2010 census be available? 0.19-1When will data be available A. 19-1 The apportionment counts will be delivered to the President within nine months of Census Day (on or before December 31, 2010), as required by law. This report will show the apportionment population counts, by state, and the number of seats in the US House of Representatives apportioned to each state. Public Law (P.L.) 94-171 requires the Census Bureau to provide only counts of the total population for a variety of geographic areas to be used for the redistricting process. In addition, other data items such as race, ethnicity, voting age and housing unit tallies are included in this data set. P.L. 94-171 also requires that these data be delivered to each state no later than April 1, 2011. Other 100-percent data products such as demographic profiles, summary files of aggregated data, and reports will be released on a flow basis from April 2011 through September 2013. More detailed population and housing information is available from the American Community Survey. 0.19-2How will data be made How will data from the 2010 Census be made available? available A. 19-2 The 2010 Census data will be disseminated mainly through American FactFinder beginning in January of 2011. Visit American FactFinder on the Census Bureau's website at <www.census.gov> (click on the American FactFinder link on the left side of the page). Data will include demographic profiles, summary files of aggregated data, and reports.

Q. 19-3	How are census data used	How are census data used?
A. 19-3		The main purposes of census data are to provide the population counts needed to apportion seats in the House of Representatives and to determine state legislative district boundaries. Census data provides a snapshot of the nation, which helps define who we are. Census data directly affect how more than \$400 billion per year in federal and state funding is allocated to local, state, and tribal governments. Federal agencies use census data to distribute funds so that resources can be targeted to the areas in need as well as to assess the impact of their programs. At the state and local level, census data help decision makers plan economic development and assess the needs of their residents, such as the need for schools, hospitals, and job training. Grocery stores, restaurants, car dealerships, and other businesses use census data to help decide where to locate new outlets and offices.
Q. 19-4	Americans overseas	Will 2010 Census apportionment population counts also include any Americans overseas?
A. 19-4		Yes, as has been the case for the 1970, 1990, and 2000 censuses, the 2010 Census apportionment counts will include Federal employees (military and civilian) and their dependents living overseas with them that can be assigned to a home state. These data are provided to the Census Bureau by the employing Federal departments and agencies through their administrative records. Private U.S. citizens living abroad who are not affiliated with the Federal government (either as employees or their dependents) will not be included in the overseas counts. These overseas counts are used solely for reapportioning seats in the U.S. House of Representatives.
Q. 19-5	Money distribution based on the census	How much of the money the Federal government distributes is based on the Census?
A. 19-5		Census data directly affect how more than \$400 billion per year in federal and state funding is allocated to state, local and tribal governments.

Q. 19-6	Differences between apportionment and redistricting	What is the difference between apportionment and redistricting?
A. 19-6		Population data from the decennial census provide the basis for both apportioning seats in the U.S. House of Representatives among the states and for Congressional and Legislative redistricting.
		Apportionment is the process of determining the number of representatives to which each state is entitled in the U. S. House of Representatives based on the decennial census. Article 1, Section 2, of the U.S. Constitution established that the apportionment of the U.S. House of Representatives shall be based upon a national census. The Census Bureau must submit the apportionment results to the President by December 31 of the census year.
		Redistricting is the redrawing of boundaries for areas from which people elect representatives to the U. S. House of Representatives, a state legislature, a county or city council, a school board, and so forth. Public Law 94-171 requires that the redistricting data must be delivered to state officials responsible for legislative redistricting within one year of Census day or no later than April 1, 2011.
Q. 19-7	Comparability with Census 2000	Will the 2010 Census data products be the same as those released from Census 2000?
A. 19-7		The types of products are the same. We expect to release summary files, profiles, and reports. However, the design of these products will be different, but we hope to provide as much comparability to Census 2000 as possible. The main difference is that the 2010 Census data products contain only data derived from the short-form census questionnaire: age, sex, race, Hispanic or Latino origin, relationship, housing tenure (owner-and renter-occupied housing units) as opposed to more characteristics captured from the long-form in the past census. Current data on the traditional census long-form subjects are available from the American Community Survey.

Q. 19-8	Data for Small Geographic Areas	What kind of data will be available for small geographic areas?
A. 19-8		The Census Bureau will release race and Hispanic origin data by voting age for legislative redistricting at the census block and higher geographic levels in January-March 2011. Housing unit occupancy (a count of occupied and vacant housing units) also will be available. Later in 2011, Summary File 1 will contain additional tabulations of short-form data at the block, block group, and census tract levels. Other geographic levels for which data will be available include ZIP Code Tabulation Areas, places (such as towns, villages, cities), American Indian and Alaska Native areas, Hawaiian homelands, Congressional districts, state legislative districts, and school districts.
Q. 19-9	Difference in 2000 and 2010	What are the specific differences in the way you are planning to conduct the 2010 census from the way it was done in 2000?
A. 19-9		The Address Canvassing operation has been automated for the first time. Address canvassing updates address lists and maps in advance of the census. A second questionnaire will be sent to housing units in certain areas of the country that did not respond, to remind people to respond by mail before we visit their home to get the information from them. Another change is the use of a bilingual questionnaire in English and Spanish for some selected areas where many people speak Spanish.

TOPIC 2	TOPIC 20: Conducting the Census			
Q. 20-1	Automation	What type of automation is being incorporated in 2010 Census?		
A. 20-1		Many processes in the decennial census are automated. These include: checking in your questionnaire when it is received in the mail, scanning your responses to the questionnaire, updating the address lists and maps in advance of the census, and collecting data on the phone in Telephone Questionnaire Assistance and in the Coverage Followup operation.		
Q. 20-2	Differences between 2000 and 2010	What are the specific differences in the way you are planning to conduct the 2010 census from the way it was done in 2000?		
A. 20-2		The Address Canvassing operation has been automated for the first time. Address canvassing updates address lists and maps in advance of the census. A second questionnaire will be sent to housing units in certain areas of the country that did not respond, to remind people to respond by mail before we visit their home to get the information from them. Another change is the use of a bilingual questionnaire in English and Spanish for some selected areas where many people speak Spanish.		
Q. 20-3	Milestone dates	What are some of the important milestone dates for conducting the Census?		
A. 20-3		To view a complete timeline of important 2010 Census dates, please visit our Website at <a href="http://2010.census.gov/2010census/how/key-dates.php">http://2010.census.gov/2010census/how/key-dates.php</a>		
Q. 20-4	Address lists and maps	Why are the address lists and maps so important for 2010 Census?		
A. 20-4		Address lists and maps are vitally important to the 2010 Census because we need to count people only once and in the right place. Therefore, we need accurate maps to make sure we have the housing units in the correct location, and we need accurate address lists in order to make sure every housing unit receives a questionnaire and that everyone is counted in their housing unit.		
Q. 20-5	Local or tribal government and the address list	Can the local or tribal government use the address list for other purposes?		
A. 20-5		No, by law the address list can only be used for conducting the 2010 Census and for other Census Bureau programs.		

Q. 20-6	Funds to support local or tribal address lists and map review activities	Will the Census Bureau provide funds to support local or tribal address lists and map review activities?
A. 20-6		No, the Census Bureau does not have the authority to do this, nor do they provide funds for these activities. These activities are considered mutually beneficial partnership programs between the federal government and state, local, and tribal governments.
Q. 20-7	Differences in counting big cities and small rural towns	Are there differences in the ways you count big cities and small rural towns?
A. 20-7		Yes. Where there is no mail delivery or where mail is not delivered to individual housing units, we may designate areas for hand delivery of questionnaires by census personnel. In really remote areas, we may count residents in person rather than delivering questionnaires.
Q. 20-8	Additional Information on GEO programs	Where can I find additional information about the 2010 Census geographic programs?
A. 20-8		Please visit our website at <a href="http://www.census.gov/geo/www/programs.html">http://www.census.gov/geo/www/programs.html</a>

TOPIC 2	TOPIC 21: American Indian and Alaska Native General Information		
Q. 21-1	2010 census tribe tabulations	My tribe has a reservation recognized by the federal government. Will the Census Bureau tabulate 2010 Census data for this area?	
A. 21-1		Yes, the Census Bureau will tabulate data for each federally recognized American Indian reservation as well as for off-reservation trust lands.	
Q. 21-2	Including lands in trust	My tribe recently purchased land next to our reservation and is in the process of placing the land into trust. Can these lands be counted as part of our reservation?	
A. 21-2		Only lands legally held in trust as of January 1, 2010 will be tabulated as part of your reservation or off-reservation trust lands.	
Q. 21-3	Fee lands and native allotments	My tribe has many fee lands and native allotments. Will these be included?	
A. 21-3		The Census Bureau will tabulate data for the people residing on American Indian reservations. On reservations, the Census Bureau does not differentiate between the types of land. Allotments located off-reservation are only included in census tabulations if they are held in trust. Fee lands located off-reservation are not included in census tabulations as American Indian areas.	
Q. 21-4	Reservations and trust land boundaries	How does the Census Bureau know about changes to reservations and trust land boundaries?	
A. 21-4		The Census Bureau includes the American Indian tribes recognized by the federal government with reservations and or off reservations trust lands in a yearly survey called the Boundary and Annexation Survey. Tribes may submit changes to reservation and/or trust land boundaries by answering this survey as long as they also submit the appropriate supporting legal documentation.	

Q. 21-5	Tribal member living off reservation	If a tribal member does not live on reservation land, does that individual still get counted as part of their tribe?
A. 21-5		Yes, the census questionnaire allows an individual to print their enrolled or principal tribe; each person who fills this out will be identified with that tribe no matter where they live.
Q. 21-6	Can tribes take own census	Why can't our own tribal enrollment numbers be used in place of the 2010 census count for our reservation?
A. 21-6		The Constitution mandates a census every ten years to determine how many seats each state will have in the U.S. House of Representatives. Because of the uses to which the data are put, the counts must be accurate and consistent throughout the country. If the census were undertaken by independent entities (state and local governments, tribal governments, private organizations, etc.) with a stake in the outcome there would be an unevenness in terms of the processes used and the quality of the data collected, as well as an adverse affect on the methodologies the Bureau uses to collect, collate, and publish the data. This would create confusion among respondents and policy makers as well as controversy over the manner in which the data were collected.
		As provided for in the Constitution, Congress uses the Census Bureau's count of the population in each state to apportion the seats in the House of Representatives. Census data are used in drawing congressional and state legislative districts and distributing approximately \$400 billion dollars of federal funds each year. Tribal, state and local governments use the data to make a wide variety of decisions to improve their communities. Businesses, nonprofit organizations and governments use it as the basis for research, planning and investment.
		The decennial census produces the widest range of information available at the smallest geographic levels.

Q. 21-7	Tribal recruitment for census employment	How can Tribal Governments help recruit census workers?
A. 21-7		Tribal governments can help recruit census workers by:
		<ul> <li>Assisting recruiting efforts through human resources.</li> <li>Including Tribal Employment Rights Offices and Job-Training Partnership Act organizations.</li> <li>Providing the Census Bureau staff with space for testing and/or training.</li> <li>Offering pretest sessions to prepare all applicants for the Census Employment Test. The Census Bureau freely provides practice tests to increase applicant test scores.</li> <li>Developing workforce preparation training programs.</li> <li>Continuing applicant referral services and public awareness plans to provide a point of contact between the Census Bureau and residents within the tribe.</li> <li>Advertising jobs through local radio announcements, cable television stations, and tribal newsletters.</li> </ul>
Q. 21-8	Representing tribes without reservations or trust lands	Will the Census Bureau represent any geographic areas for American Indian tribes that are recognized by the federal government that have no land base?
A. 21-8		Yes, the Census Bureau will work with each American Indian tribe recognized by the federal government without a land base to delineate a statistical area where there is the largest concentration of tribal members. This statistical area will be referred to as a tribal designated statistical area.
Q. 21-9	Plan for AIAN Program	What is the plan for the 2010 American Indian Alaska Native Program?
A. 21-9		The Census Bureau plans to create partnerships with tribal governments, organizations, and the media. These partnerships will engage tribal communities to promote the importance of a complete and accurate census count of the American Indian Alaska Native population.

Q. 21-10	Tribal Governments	What is the Tribal Governments Liaison Program?
A. 21-10		The Tribal Governments Liaison Program's goal is to nurture ongoing partnerships between American Indian and Alaska Native governments and the Census Bureau. Tribal leaders will be requested to designate a tribal liaison to serve as their representative during all phases of the 2010 Census. Tribal officials and their tribal governments liaison will serve as facilitators and sources of information between the tribe and the Census Bureau.
		Each tribal liaison will be trained on all census operations and given the Tribal Governments Liaison Handbook to use as a guide for promoting the 2010 Census among tribal and community members.
Q. 21-11	Complete count Committee	What is the Tribal Complete Count Committee?
A. 21-11		<ul> <li>Forming a Tribal Complete Count Committee is one of the activities that the Tribal Governments Liaison can use to help promote the census within their tribal community.</li> <li>The Complete Count Committee Program consists of community members authorized, on behalf of their tribal government, to conduct a 2010 Census awareness campaign throughout the tribe's jurisdiction. Complete Count Committee members can:         <ul> <li>Organize a team of local people who can provide the cultural and community insights necessary to build 2010 Census awareness efforts that fit the circumstances of the tribal community.</li> <li>Promote understanding between all American Indian and Alaska Natives about the value of accurate and complete census data.</li> <li>Explain how census data are used for purposes of planning future education, health, social, and economic development for the tribe and for people living on tribal lands.</li> <li>Have a positive impact on the questionnaire response rate by helping the tribe develop a structured effort to reach every sector within its jurisdiction.</li> </ul> </li> </ul>

Q. 21-12	Educating the AIAN Population	How do you plan to promote and educate the American Indian and Alaska Native and Native population about the 2010 Census?
A. 21-12		The U.S. Census Bureau selected Draftfcb as the 2010 Census communications contractor. Draftfcb is headquartered in New York City and is leading a dynamic group of firms that includes several other marketing and advertising companies recognized and respected for their understanding of specialized markets. Many of these partner agencies are small businesses and/or minority-owned or women-owned firms. The agency that will be working with the American Indian and Alaska Native and Native Hawaiian and Other Pacific Islander markets is G & G Advertising. G&G Advertising, an American Indian-owned firm will create materials specific for the American Indian and Alaska Native community.  In addition, an American Indian and Alaska Native logo was created by G&G Advertising for Census 2000 and will be used again for 2010.
Q. 21-13	Respondent Participation	Why is it important for tribal community members to respond to the 2010 Census?
A. 21-13		The information collected by the census is an important tool for federal and tribal government decision-making. The Constitution of the United States mandates a census every 10 years to determine how many seats each state will have in the U.S. House of Representatives.
		Census data are used by Congress and federal agency programs to help direct the distribution of billions of dollars in state and federal funding.
		(Continued on next page)

		Accurate census data lead to fairer allocation of funds that are vital to tribal programs to help meet the many needs of your community members.  Census data help tribal elders and leaders understand what their communities need. Many tribal communities use census information to attract new business and plan for growth. In fact, many tribes and tribal organizations use the census numbers to plan new facilities and programs for the communities they serve. If some segments of the tribal population don't respond to the census, the American Indian and Alaska Native population will be underrepresented.
Q.21-14	AIANs Reporting more than one Race	May American Indians and Alaska Natives report more than one race?
A.21-14		Yes, people answering the race question are able to select more than one racial category to indicate their mixed racial heritage. Respondents who answer the question on race by checking the "American Indian or Alaska Native" response box, and/or write-in one or more tribes are referred to as the American Indian and Alaska Native alone population. People who answer the race question by checking the "American Indian or Alaska Native" response box, and report one or more other races, for example American Indian and Alaska Native and White, or American Indian and Alaska Native and Black, are included in the "American Indian and Alaska Native in combination" population. Based on responses to the race question as well as the OMB standard, the American Indian and Alaska Native population could be classified into two broad minimum and maximum categories:  □ American Indian and Alaska Native alone,  Or  American Indian and Alaska Native or in combination with one or more other races
Q.21-15	Race form completion	How do I fill out the race question correctly?
A.21-15		If a person self-identifies as American Indian or Alaska Native they should check the American Indian or Alaska Native race box. They are then instructed to print the name of the enrolled or principal tribe in the write-in area.

Q.21-16	Multiple Tribes	Can I write in more than one tribe?
A.21-16		Yes, respondents may report more than one tribe. A maximum of 30 characters will be captured and up to two tribal names will be tabulated and used in census results.

TOPIC 2	TOPIC 22: Geographic Programs for the American Indian and Alaska Native Community		
Q. 22-1	Defining the LUCA Program	What is the Local Update of Census Addresses (LUCA) program?	
A. 22-1		The Local Update of Census Addresses program, also known as LUCA, is a geographic partnership program that allows the Census Bureau to benefit from tribal knowledge to update its Master Address File for the 2010 Census.	
Q. 22-2	Importance of LUCA	Why is the Local Update of Census Addresses Program important to my tribal community?	
A. 22-2		An accurate population count starts with an up-to-date and accurate address list. If a housing unit or group quarters address is listed on the Master Address File, it will ensure that the people residing at the address will be contacted during the 2010 Census. Every year, millions of federal dollars are distributed to tribes using formulas based on 2010 Census population counts. Clearly the stakes are high, and a complete count is vital for tribal governments.	
Q. 22-3	Administering the LUCA program	How is the Local Update of Census Addresses Program administered?	
A. 22-3		The Local Update of Census Addresses program is authorized by the Census Address List Improvement Act of 1994 (Public Law 103-430) which provides an opportunity for designated representatives of tribal, state and local governments to review the addresses contained on the census address list. The Census Bureau invited federally recognized tribes that have reservations or off-reservation trust land to designate a Local Update of Census Addresses liaison to participate in the program.	

Q. 22-4	LUCA review	What type of Local Update of Census Addresses review materials did tribal governments receive?
A. 22-4		Census Address List and Address Count List The census address list was offered in paper and computer-readable formats. The paper media option was available for tribal governments with 6,000 or fewer addresses (approximately 1,000 printed pages). The computer-readable lists were provided in ASCII pipe-delimited text file format.
		Census Maps The Local Update of Census Addresses program maps were offered in printed map sheet format or the participant had the option to select spatial data from TIGER in shapefile format that requires a Geographic Information System (GIS) software application to view and update the file. Local Update of Census Addresses participants using their own GIS software were required to use the Census Bureau provided shapefiles and return their map feature updates in the specified shapefile format.
		Census Bureau's MAF/TIGER Partnership Software Participating tribal governments also could elect to use a Census Bureau supplied software application to update both the census address list and maps. The MAF/TIGER Partnership Software (MTPS) is a tailored GIS application that combines both the Census address list and digital maps into one application that the participant uses to do their address and map updates. The MTPS also allowed the Local Update of Census Addresses participant to import their own address list and digital shapefiles for comparison to the Census Bureau's data.

Q. 22-5	LUCA Program Schedule	What is the Local	Update of Census Addresses Program schedule?
A. 22-5			
		Time Frame	Activity
		February 2007	Local Update of Census Addresses advance notice letters mailed to tribal officials.
		July/August 2007	Local Update of Census Addresses advance notice leters mailed to tribal officials.
		July 2007 – August 2007	Local Update of Census Addresses invitation letters and registration materials mailed to tribal officials.
		July 2007- January 2008	Invited governments register for Local Update of Census Addresses and the Census Bureau shipped the Local Update of Census Addresses review materials to each participating government.
		November 2007- May 2008	Local Update of Census Addresses participants review and update the address list and return their comments to the Census Bureau's Regional Office with 120 days of receipt of materials.
		April 2008 - October 2008	Census Bureau reviews the participant's Local Update of Census Addresses submission and updates the MAF and TIGER geographic database.
		November 2008 to July 2009	Census Bureau prepares for and conducts the Address Canvassing Operation using GPS equipped hand-held computers.
			Census Bureau delivers feedback materials to the LUCA participants showing how we processed each government's LUCA submission
		Fall/Winter 2009	LUCA participants review their LUCA feedback. Participants that selected Option 1 or 2 have the opportunity to appeal the results to the LUCA Appeals Office.
		Winter 2009/2010	Local Update of Census Addresses Appeals Office reviews and adjudicates appeals.

Q. 22-6	LUCA Program changes from Census 2000	How has the Local Update of Census Addresses Program changed from Census 2000?
A. 22-6		<ul> <li>The Census Bureau made a number of improvements to the 2010 Census Local Update of Census Addresses program:</li> <li>There were three options for participation.</li> <li>Participating governments were offered the option of using the Census Bureau supplied MAF/TIGER Partnership Software, an application that combines the census address list, address count list, and maps in an easy-to-use software package.</li> <li>There was more advance notice so that participating governments could prepare.</li> <li>There will be a single review cycle for all address types.</li> <li>There will be a longer review period: 120 calendar days.</li> <li>There will be more comprehensive program communications as well as periodic contact to answer questions and gauge each participating government's progress.</li> </ul>
Q. 22-7	Integrating LUCA with other programs	How does Local Update of Census Addresses integrate with other Census Bureau programs?
A. 22-7		One benefit of participation in the the 2010 Census Local Update of Census Addresses program is that participating tribal governments were able to use their Local Update of Census Addresses maps to provide updates to their legal boundaries. Those governments that indicated that they would participate in Local Update of Census Addresses by December 3, 2007, were not sent the materials associated with the Boundary and Annexation Survey. The Census Bureau conducts the Boundary and Annexation Survey annually to collect information about selected legally defined geographic areas.
Q. 22-8	Defining (BAS)	What is the Boundary and Annexation Survey?
A. 22-8		The Boundary and Annexation Survey is conducted yearly to collect and maintain up-to-date information about legal boundaries, names and official status of counties, incorporated places, minor civil divisions and federally recognized American Indian reservations and/or off-reservation trust lands. The Census Bureau plans to include the Alaska Native Regional Corporations in the 2009 Boundary and Annexation Survey.

		In support of the government-to-government relationship with federally recognized American Indian tribes, the Census Bureau works directly with tribal officials to maintain a current and comprehensive inventory of correct names, legal descriptions and legal boundaries for federally recognized tribes with reservations and/or off-reservation trust lands. Through the Boundary and Annexation Survey, the Census Bureau updates reservation, off-reservation trust land and tribal subdivision boundaries, as well as their names and features (such as roads or rivers), and address information at the boundaries. The information collected is used to tabulate data from various programs and surveys, such as the American Community Survey and the 2010 Census.  Tribal Boundary and Annexation Survey is conducted through the Census Bureau's regional offices rather than through our central processing staff in Jeffersonville, IN. The regional offices staffs are trained to become familiar with the tribes within their region and learn about each tribe's history, culture and unique boundary issues. The Census Bureau authorizes travel funds for regional offices staff to use as needed to support the Boundary and Annexation Survey.
Q. 22-9	Authority for BAS	Who authorizes the Boundary and Annexation Survey?
A. 22-9		Authorized under U.S. Code, Title 13, the Boundary and Annexation Survey is a voluntary survey, with survey materials approved by the Office of Management and Budget. The public is notified of the survey through the Federal Register and given the opportunity to comment.
Q. 22-10	Why conduct BAS	Why conduct the Boundary and Annexation Survey?
A. 22-10		<ul> <li>The Boundary and Annexation Survey is the Census Bureau's primary source for legal geographic boundaries. The Census Bureau strives to record boundaries as accurately as possible. Accurate boundary information results in:</li> <li>A reliable geographic framework for presenting statistical data about tribal lands.</li> <li>A more accurate count for all Census Bureau surveys and programs.</li> </ul>
Q. 22-11	Tribes included in BAS	What tribes are included in the Boundary and Annexation Survey?
A. 22-11		Any federally recognized tribe (as listed in the Department of Interior/BIA Federal Register Notice) is eligible to participate in the Boundary and Annexation Survey if they have either reservations established by treaty, statute or court order, or off-

	reservation trust lands held in trust by the federal government for a tribe or individual. Off-reservation trust lands are always associated with a specific tribe or reservation. (While trust lands may exist on or off a reservation, the Boundary and Annexation Survey only collects data for those trust lands that are not included as part of a main reservation, thus the name "off-reservation").
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Q. 22-12	Defining tribal subdivisions	What are tribal subdivisions?
A. 22-12		Tribal subdivisions are units of self government or administration within reservation and/or off reservation trust land boundaries that serve social, cultural or legal purposes and may be designated as districts, communities, chapters, precincts, etc. Active, legal subdivisions are defined as having a functioning government with elected officials that provide services within the subdivision. Inactive subdivisions have no functioning government and receive services solely from the tribal government.
		The Census Bureau offers tribes the opportunity to update boundaries, names and legal status of existing subdivisions, or to delineate new subdivisions through the Boundary and Annexation Survey.
Q. 22-13	Updating Boundary Information	How do tribal governments update their boundary information?
A. 22-13		Tribal governments can update their boundary information by completing all applicable Boundary and Annexation Survey forms. Instructions will be provided along with the forms. Tribal governments must provide documentation to support legal boundary changes (such as trust deeds or court orders). The Census Bureau Regional Office in your area will process and digitize your responses.
Q. 22-14	Disputed Boundaries	What if updated areas are in dispute?
A. 22-14		If a tribal government disagrees with the Census Bureau's depiction of their legal boundary and provides supporting documents that pre-date 1990 when the boundaries were last sanctioned by the Bureau of Indian Affairs, we will ask for clarification from the U.S. Department of Interior, Office of the Solicitor, regarding the correct current boundary. Often complicated legal land issues require an extended period of time for resolution, and in those cases, the Census Bureau retains the boundary we have in our database until a legal opinion is issued by the Solicitor's office.

Q. 22-15	BAS Schedule	When does the Boundary and Annexation Survey take place for 2010?		
A. 22-15		Schedule	Activity	
		Milestones	Activity	
		November 2009	BAS packages are mailed or delivered to tribes.	
		January 1- April 30, 2010	Response time for tribes.	
		February 2010	Follow-up phone calls to tribes that have not responded. (Please add a hyphen in follow-up)	
		March 1, 2010	Updates received by this date are included in the geographic deliveries provided in support of American Community Survey.	
		April 30, 2010	Updates received by this date are included on materials for the next BAS cycle.	
Q. 22-16	Expected Changes in BAS	What changes in t future?	he Boundary and Annexation Survey are expected in the	
A. 22-16		choose to respond This GIS software a	2008 Boundary and Annexation Survey, participants can by using the MAF/TIGER® Partnership Software (MTPS). application can be used with personal computers to update and Annexation Survey forms and Census Bureau supplied iles.	

Q. 22-17	Defining Boundary Validation Program	What is the Boundary Validation Program?
A. 22-17		The Bureau will conduct the Boundary Validation Program as part of 2010 Census operations. Because Tribal Boundary and Annexation Survey respondents are often tribal department heads such as GIS directors, land use planners or real estate officers, the Census Bureau provides each highest elected or appointed official of a tribal government a final opportunity to review the boundary and any address range breaks at the boundary of their jurisdiction.  The Boundary Validation Program will provide tribal leaders with forms and a full
		set of maps to review and update if necessary, and return to the Census Bureau for inclusion in the geographic database. Boundary Validation ensures that the most current boundary information is available for the tabulation of 2010 Census data.
Q. 22-18	Boundary Validation Program Timeframe	When will the Boundary Validation Program Occur?
A. 22-18		The Boundary Validation Program will occur during the late spring and early summer of 2010.
Q. 22-19	Defining TSAP	What is the Tribal Statistical Areas Program?
A. 22-19		The Tribal Statistical Areas Program (TSAP) is offered as a part of the 2010 Decennial Census. It is a comprehensive opportunity to update or delineate, as appropriate, the following statistical geographic areas:
		Alaska Native Village Statistical Areas (ANVSAs); Oklahoma Tribal Statistical Areas (OTSAs) and their tribal subdivisions; Tribal Designated Statistical Areas (TDSAs); State Designated Tribal Statistical Areas (SDTSAs); Tribal Tracts and Tribal Block Groups; and Census Designated Places (CDPs).
		In addition, federally recognized tribes with a reservation and/or off-reservation trust land will be able to suggest features to use as census block boundaries. The TSAP also will provide an opportunity for Alaska Native officials to review the regional boundaries for Alaska Native Regional Corporations.

Q. 22-20	Defining ANVSAs	What are Alaska Native Village Statistical Areas?
A. 22-20		Alaska Native Village Statistical Areas are statistical geographic entities representing the residences, permanent and/or seasonal, for Alaska Native members of the defining Alaska Native village and that are located within the Alaska Native village historic/traditional region. Federally recognized Alaska Native village will be eligible to delineate Alaska Native Village Statistical Areas for the 2010 Census. The specific purpose of an Alaska Native Village Statistical Areas is to provide statistical data for the population and housing within an Alaska Native village historic/traditional location. Each Alaska Native Village Statistical Areas should represent the most densely populated portion of each Alaska Native village and should encompass a populated area in which Alaska Natives represent a majority of the population during at least one season of the year.
Q. 22-21	Defining OTSAs	What are Oklahoma Tribal Statistical Areas?
A. 22-21		Oklahoma Tribal Statistical Areas are identified and delineated by the Census Bureau in conjunction with federally recognized tribes and are intended to provide a geographic framework for tabulating statistical data for federally recognized American Indian tribes that had a reservation prior to Oklahoma statehood. All Oklahoma Tribal Statistical Areas must be contained within the current boundaries of the Oklahoma. Oklahoma Tribal Statistical Areas primarily represent the former reservation boundaries, and are not required to conform to any other geographic entity (except state) for which the Census Bureau tabulates data.
Q. 22-22	Defining TDSAs and SDTSAs	What are Tribal Designated Statistical Areas and State Designated Tribal Statistical Areas?
A. 22-22		Both Tribal Designated Statistical Areas and State Designated Tribal Statistical Areas are intended to provide recognized tribes without a reservation and/or off-reservation trust land with meaningful statistical data for a geographic area relevant to their current data needs and present day location. The intent is to collect and tabulate data similar to data that are provided to tribes with a reservation and/or off-reservation trust land. Each Tribal Designated Statistical Areas and State Designated Tribal Statistical Areas should represent a compact, contiguous area containing a statistically significant concentration of people who identify with a specific federally or state recognized American Indian tribe and in which there is structured or organized tribal activity. Tribal Designated Statistical Areas and State Designated Tribal Statistical Areas are not intended to represent all of a tribe's historic, traditional territory, or the location of all of the constituent

tribal members. A Tribal Designated Statistical Areas or State Designated Tribal Statistical Areas may not include area located within an existing American Indian reservation, off-reservation trust land, Oklahoma tribal statistical area, or any other American Indian and Alaska Native geographic entity for which the Census Bureau tabulates data. Q. 22-23 **Defining tribal** What are Tribal Tracts and Tribal Block Groups? tracts and block groups A. 22-23 Tribal tracts and tribal block groups are defined by the Census Bureau in cooperation with tribal officials to provide meaningful, relevant, and reliable data for small geographic areas within the boundaries of federally recognized reservations and off-reservation trust lands. The delineation of tribal tracts and tribal block groups allows for the clear presentation of statistical data specific to a federally recognized reservation and/or off-reservation trust land without the imposition of state or county boundaries. O. 22-24 Census What are Census Designated Places, Census Designated Places? **Designated Places** A. 22-24 Census Designated Places represent locally known, unincorporated communities that contain a mix of residential, commercial, cultural, and/or retail uses similar to that of an incorporated place of similar size in a similar geographic setting. The delineation of Census Designated Places allows for the identification of, and tabulation of data for, unincorporated communities within the boundaries of federally recognized American Indian reservations, off-reservation trust lands, and Oklahoma Tribal Statistical Areas. Consistency over time is important, but primarily to ensure continuous presence of a Census Designated Places in Census Bureau data tabulations between censuses. Census Designated Places boundaries should be updated and revised as appropriate to reflect changes in the geographic extent of the place. A Census Designated Places should not overlap with another geographic entity for which the Census Bureau tabulates data.

Q. 22-25	TSAP Participation	How do I participate in Tribal Statistical Areas Program?
A. 22-25		In support of the Census Bureau's commitment to the government-to-government relationship, the voluntary Tribal Statistical Areas Program will be available:  • Directly to all federally recognized American Indian tribes.  • For state recognized tribes, the Census Bureau will work through a liaison appointed by the state governor.  • Participation in the Tribal Statistical Areas Program is voluntary.  • Tribes will receive materials appropriate to their level of participation.  • Each TSAP participant will receive all the materials necessary to create, review, and update all the tribe's relevant geographic areas. After the completion and submission of the proposed TSAP geography plans, the tribal participant will work with the Census Bureau to finalize their TSAP geography.  • Participants will have four months to complete the initial creation, review and update of boundaries.  The final 2010 Census TSAP geography will be posted to the Census Bureau Website for all participating parties to review the plans for accuracy.
Q. 22-26	TSA Program Schedule	What is the Tribal Statistical Areas Program schedule?

A. 22-26			
	Calendar Year	Quarter	2010 Census Tribal Statistical Areas Program Highlights – Draft Schedule
		1st	Publication of proposed TSAP geography criteria in the Federal Register (will be available at
	2008	2nd	http://www.census.gov/geo/www/tsap2010/tsap2010.h tml and outreach to the tribes as well as other data users and stakeholder groups. Also available on the Census Bureau website. <www.census.gov> Public submission of comments to the criteria.</www.census.gov>
		3rd	Continued outreach to TSAP participants and stakeholders. TSAP invitations.
		4th	Distribute initial TSAP materials to participants
	2009	1 <sup>st</sup> 2 <sup>nd</sup>	Participants complete initial review and delineation of TSAP boundaries and return materials to Census Bureau for review.
	2007	3 <sup>rd</sup> 4th	Verification of boundaries in the Census Bureau's geographic database by TSAP participants

Q. 22-27	Representing geographic areas for state recognized tribes	Will the Census Bureau represent any geographic area for state recognized tribes?
A. 22-27		<ul> <li>Yes, the Census Bureau will work with a state-designated contact:</li> <li>To determine all state recognized tribes, and</li> <li>To determine which state recognized tribes have reservations</li> <li>To delineate boundaries for a statistical area for those tribes with no reservations.</li> </ul>
Q. 22-28	Geographic programs for State recognized tribes	What geographic programs are available for state recognized tribes?
A. 22-28		In keeping with the Census Bureau's commitment to provide timely, relevant and quality population data, two geographic programs have been developed specifically to facilitate the tabulation of data for state recognized American Indian tribes. The State Reservation and the State Designated Tribal Statistical

		Area programs are designed to provide each state recognized tribe with a geographic framework for the tabulation and presentation of statistical data for their tribe. The delineation of State Designated Tribal Statistical Areas is implemented as part of a broader program called the Tribal Statistical Areas Program.
Q. 22-29	Census working with state recognized tribes	How does the Census Bureau work with State Recognized Tribes?
A. 22-29		Prior to the decennial census, the Census Bureau sends a letter to each state governor requesting that they appoint a working contact or liaison to work with tribes on Census Bureau geographic programs. The Census Bureau offers the liaison the opportunity to review boundaries for State Reservations and to work with tribes to delineate boundaries for State Designated Tribal Statistical Areas. The liaison may also work with Census Bureau regional geographers and Participant Statistical Areas Program (PSAP) contacts (regional or county officials) that are defining other statistical areas during the same timeframe. The Census Bureau sent the letter in October 2006 to each state governor in preparation for 2010 Decennial Census geographic programs.
Q. 22-30	Identifying state recognized tribes for geographic programs	How does the Census Bureau identify state recognized tribes for geographic programs?
A. 22-30		There is no national standard for establishing state recognition of tribes. Each individual state government, guided by its own unique laws and statutes, can establish a formal process by which tribes may apply for state recognition. The Census Bureau will request that the governor-appointed liaison provide a list of tribes that have been recognized by their state. The list of eligible state recognized tribes for each individual state will change if new tribes are recognized and reported to the Census Bureau by that state's liaison on or before January 1, 2010.
Q. 22-31	State Reservations	What are State Reservations?
A. 22-31		State American Indian Reservations and their legal boundaries are established pursuant to state law. States may have an established process whereby state-recognized tribes can obtain a reservation. Several eastern states have continued to recognize state American Indian Reservations established through

		laws, often treaties, of one of the original thirteen colonial assemblies and/or Great Britain during the colonial era.
Q. 22-32	State Reservation Program	What is the State Reservation Program?
A. 22-32		The Census Bureau solicits changes to the boundaries of state American Indian Reservations from the state government through the State Reservation Program. By definition, state American Indian Reservations boundaries cannot cross state lines. State American Indian Reservations may not include territory within federally recognized American Indian Reservations or off-reservation trust lands.
		Because state reservation boundaries have been relatively stable, the State Reservation Program occurs once before each decennial census. The intent of the program is to determine the complete and current inventory, the correct attributes (names, legal descriptions, official status) and official, legal boundaries of the state American Indian Reservations in each state, solely for the purpose of data tabulation by the Census Bureau. Through the State Reservation Program, the Census Bureau also will allow participants to add to our maps roads or rivers on or near the state American Indian Reservation, as well as address range break information at the boundaries.
Q. 22-33	Changes to state reservation boundaries	How are changes made to State Reservation geographic data?
A. 22-33		The Census Bureau will provide spatial data (map products or digital files) showing the state American Indian Reservations to the state liaison for use when working with tribes to review the accuracy of state American Indian Reservation boundaries or for delineating any new state American Indian Reservations. Acceptance of boundary changes to state American Indian Reservations requires clear legal documentation supporting all changes, as well as the absence of any unresolved litigation involving these boundaries.
		The liaison also works with any state-recognized tribes that do not have state American Indian Reservations to determine if and how they should delineate a State Designated Tribal Statistical Areas for the 2010 Census.

Q. 22-34	Purpose of SDTSAs	What is the purpose of State Designated Tribal Statistical Areas?
A. 22-34		The primary purpose for creating a State Designated Tribal Statistical Areas is to tabulate meaningful statistical data for a state recognized tribe within a specific geographic area that encompasses a substantial concentration of tribal members. The Census Bureau offers tribes the opportunity to delineate State Designated Tribal Statistical Areas to facilitate the tabulation of data analogous to the data provided to tribes with a reservation and/or off-reservation trust land. State Designated Tribal Statistical Areas were called State Designated American Indian Statistical Areas during Census 2000. State Designated Tribal Statistical Areas enable meaningful demographic and housing data to be tabulated for that specific population and geographic area. If a State Designated Tribal Statistical Areas is defined in accordance with the program guidelines and criteria, data tabulated for the State Designated Tribal Statistical Areas may provide an alternative to tribal affiliation data for a specific, small geographic area.

Q. 22-35	SDTSAs Representations	What do State Designated Tribal Statistical Areas represent?
A. 22-35		Each State Designated Tribal Statistical Areas should represent a compact, contiguous area containing a statistically significant concentration of people who identify with a specific state recognized American Indian tribe and in which there is structured or organized tribal activity. State Designated Tribal Statistical Areas are not intended to represent all of a tribe's historic, traditional territory, or the location of all of the constituent tribal members. A State Designated Tribal Statistical Areas may not include areas located within an existing American Indian reservation, off-reservation trust land or any other American Indian geographic entity for which the Census Bureau tabulates data. If State Designated Tribal Statistical Areas boundaries closely reflect the distribution of tribal members and American Indians receiving governmental services from the tribe, then the data presented for the State Designated Tribal Statistical Areas will more accurately reflect the characteristics of the tribal population. Representation of State Designated Tribal Statistical Areas boundaries in Census Bureau products is solely for the purpose of data tabulation and presentation, and does not convey or confer any rights to land ownership, governmental authority, or jurisdictional status.

Q. 22-36	Delineating SDTSAs	What factors are important to consider when delineating State Designated Tribal Statistical Areas?
A. 22-36		A well-delineated State Designated Tribal Statistical Areas will provide a way for the Census Bureau to tabulate data that is meaningful and specifically relevant to the tribe. In order to accurately reflect the demographic characteristics of the tribal population, the boundary of its State Designated Tribal Statistical Areas should represent densely settled concentrations of tribal members or American Indians receiving governmental services from the tribe. If a State Designated Tribal Statistical Areas encompasses a large area where tribal population is sparsely distributed, the demographic characteristics of American Indian populations may be masked by the characteristics of other, more numerous groups within the State Designated Tribal Statistical Areas. Additionally, if large geographic areas contain relatively small American Indian populations, the Census Bureau will be unable to tabulate and publish detailed demographic and housing unit data because we will not disclose information about specific individuals or individual households.
Q. 22-37	Census helping to delineate SDTSAs	How does the Census Bureau help the state liaison and the tribes delineate State Designated Tribal Statistical Areas?
A. 22-37		The Census Bureau is proposing State Designated Tribal Statistical Areas criteria to help ensure the State Designated Tribal Statistical Areas that are delineated for the 2010 Census are well-defined and provide useful and meaningful data for the tribe they represent:
		Proposed 2010 Census State Designated Tribal Statistical Areas Criteria:
		State Designated Tribal Statistical Areas may not include military areas, or any other American Indian areas (Tribal Designated Statistical Areas, state or federal American Indian reservations, Oklahoma Tribal Statistical Areas, etc.) A State Designated Tribal Statistical Areas for a specific tribe may be delineated in a state only if the tribe is officially recognized by the state.
		The name for each State Designated Tribal Statistical Area is determined by the tribe or tribes (in conjunction with the Census Bureau and the state liaison for State Designated Tribal Statistical Areas) that are responsible for its delineation. The name of a State Designated Tribal Statistical Areas must reflect one or more of the following conditions.
		a. the tribe that has the largest population currently residing within the State Designated Tribal Statistical Areas; and/or

		<ul> <li>the name of the tribe most commonly associated with the area encompassed by the State Designated Tribal Statistical Areas.</li> </ul>
Q. 22-38	SDTSA and state reservations	Can a state recognized tribe have a State Designated Tribal Statistical Areas and a reservation?
A. 22-38		No, a tribe may have a State Designated Tribal Statistical Areas or reservation, not both. Once a tribe has a reservation, the tribe is no longer eligible for a State Designated Tribal Statistical Areas.
Q. 22-39	Other census geographic areas	Can a state recognized tribe have tribal subdivisions, tribal tracts, and tribal block groups on a state reservation or State Designated Tribal Statistical Areas?
A. 22-39		No, the Census Bureau does not maintain additional tribal census geography within a state reservation or State Designated Tribal Statistical Areas.

Q. 22-40	Reservation and SDTSA schedule	What is the schedule for the state reservation and State Designated Tribal Statistical Areas programs?		
A. 22-40		Calendar Year	Quarter	2010 Census Programs for State Recognized Tribes - Draft Schedule
		2000	1st	Publication of proposed American Indian geography criteria in the Federal Register (will be available at
		2008	2nd	- <http: geo="" tsap2010="" tsap2010.html="" www="" www.census.gov="">) and outreach to the tribes as well as other data users and stakeholder groups. Also available on the Census Bureau Website. Public submission of comments to the proposed criteria.</http:>
			3rd	Continue outreach to participants and stakeholders. Program invitations.
		2009	1 <sup>st</sup> 2nd	Distribute initial materials to liaisons.  Tribal liaison works with state tribal officials to complete initial review and delineation of boundaries and returns materials to Census Bureau for review.
		2009	3 <sup>rd</sup> 4 <sup>th</sup>	Tribal liaison works with state tribal officials to verify updated boundaries within the Census Bureau's geographic database.

**TOPIC 23: Military Stateside and Military Overseas** 0.23-1Difference between Does the military questionnaire look any different from the civilian military and civilian questionnaire? forms A. 23-1 Military personnel living off base or in family housing on base will receive the same 2010 Census questionnaire in the mail just like civilians. The 2010 Census questionnaire ask for the name, sex, age, Hispanic origin and race of each individual who lives and sleeps at that address most of the time. Military personnel living in a group quarter (barrack/dormitory, disciplinary barrack/jail, military treatment facility) will receive a Military Census Report, which asks for the respondents name, sex, age, Hispanic origin, race, and group quarter name. Q. 23-2 **Unique military** Are there any questions unique to military families? **questions** A. 23-2 No, the 2010 Census questionnaire that is sent in the mail to military personnel living off base or in family housing does not contain any military specific questions. The questionnaire does instruct the respondent to not include anyone living away in the Armed Forces. Q. 23-3 **Benefits** How will completing a 2010 Census questionnaire benefit the military community? A. 23-3 Census information helps in determining how over \$400 billion per year of taxpayers' money is allocated by the government. People who answer the census help their communities obtain state and federal funding for neighborhood improvements, such as deciding where to build schools, hospitals and roads. 0.23-4Affect on Home of Will completing a 2010 Census questionnaire affect my Home of Record? Record A. 23-4 No, the Census Bureau does not share personal information with any government agencies including the military.

Q. 23-5	Who to include on questionnaire	Who should be included on the 2010 Census questionnaire that is mailed to military personnel living off base or in family housing on base?
A. 23-5		All members of the household should be entered on the 2010 Census questionnaire with the exception of a family member deployed or living in a group quarter. Examples of group quarters are barrack/dormitory, disciplinary barrack/jail, and military treatment facilities. Census and for other Census Bureau programs.
Q. 23-6	Multiple residences	What if a military spouse is living in one state but maintains his or her residence in the home state of their active duty spouse?
A. 23-6		The military personnel and their dependents should complete a Census questionnaire where they live and sleep most of the time on April 1, 2010.
Q. 23-7	Where to count military personnel in transit or relocating	Where should military personnel who are in transit or in the process of relocating be counted?
A. 23-7		If the military person is moving from one group quarter to another group quarter then a Military Census Report should be completed at the military group quarter where they are currently assigned. If the military person is in the process of relocating from one housing unit to another then they should complete a 2010 Census questionnaire at the location where they are or will be on April 1, 2010.
Q. 23-8	Answering the ACS and the MCR	Do I have to answer both the American Community Survey questionnaire and the Military Census Report?
A. 23-8		Yes, you must complete both the American Community Survey questionnaire and the Military Census Report. Your response to both is important and required by U.S. law. If ACS field representatives are unable to conduct a personal interview with you to complete the questionnaire, the field representative or the Project Officer assigned to the group quarters will drop off the ACS form and return later to pick up the completed questionnaire. The same Project Officer may be assigned to assist with both the 2010 Census and the American Community Survey.

Q. 23-9	Answering the ACS and the MCR	I recently completed the American Community Survey with a Census Bureau representative. Should I also complete the Military Census Report?
A. 23-9		Yes, you must also complete the Military Census Report. The American Community Survey is also conducted by the Census Bureau, but is separate from the 2010 Census. Your response to both is important and required by law (Title 13, U.S. Code).
Q. 23-10	Answering the ACS and 2010 census questionnaires	Do I have to answer both the American Community Survey questionnaire and the 2010 Census civilian questionnaire?
A. 23-10		Yes. Military personnel living off base or in family housing on base may receive both the American Community Survey questionnaire and the 2010 Census questionnaire in the mail just like civilians. Your address happens to also be a part of the sample of addresses the American Community Survey is surveying. The American Community Survey, which replaced the decennial census long form, provides communities with detailed population and housing characteristics every year instead of once every 10 years like the decennial census. Please respond to both the 2010 Census questionnaire and the American Community Survey. The 2010 Census and the American Community Survey are each vitally important to ensure that your community receives its fair share of government funding for education, transportation, neighborhood improvements and much more.
Q. 23-11	Questionnaires for group quarters	What 2010 Census questionnaire is used in military group quarters?
A. 23-11		The Military Census Report is used in military group quarters.
Q. 23-12	Military Census Report	Does the Military Census Report allow the respondent to enter a usual residence elsewhere?
A. 23-12		No, the Military Census Report does not allow the respondent to enter a usual residence elsewhere. The respondent will be counted at the group quarter where they received the Military Census Report.
Q. 23-13	Examples of group quarters	What are some examples of military group quarters?
A. 23-13		Examples of military group quarters are barrack/dormitory, disciplinary barrack/jail, and military treatment facilities.

Q. 23-14	Distributing questionnaires in group quarters	How will 2010 census questionnaires be distributed to military personnel in military group quarters?
A. 23-14		A Census Bureau employee will give a packet of 2010 Census materials to a Project Officer assigned to the group quarter. The Project Officer will distribute the Military Census Reports to the military personnel assigned to the group quarter. The Project Officer will then collect the completed questionnaires and return the questionnaires to the Census Bureau employee.
Q. 23-15	Enumeration date for group quarters	When will the enumeration of military group quarters take place?
A. 23-15		The enumeration of military group quarters will take place between April 1, 2010 and May 14, 2010.
Q. 23-16	Counting military personnel in barracks	Are U.S. military personnel living in barracks in the U.S. at the time of the Census counted at the barrack or should their families count them?
A. 23-16		Military personnel living in barracks should be counted at the barrack and should not be included at the family's home address.
Q. 23-17	Who completes the Military Census Report	Who should fill out a Military Census Report?
A. 23-17		Military personnel should complete a Military Census Report at the group quarter where they are assigned. If the military personnel are not available to complete a Military Census Report at the time of enumeration, then the group quarter's project officer should complete the Military Census Report for the absent military personnel. Project officer should not complete a Military Census report for any military personnel who are assigned to the group quarter and are currently deployed overseas. These individuals will be counted in the overseas population.
Q. 23-18	Injured military personnel	Where should injured military personnel be counted?
A. 23-18		If the injured military person is assigned to a barrack, then a Military Census Report should be completed for the individual. If the injured military person is no longer assigned to the barrack and is currently assigned to a long-term hospital care then the individual should not be counted at the barrack and should be counted at the military hospital.

Q. 23-19	Questionnaires used on U.S. military vessels	What 2010 Census questionnaire is used on U.S. military vessels with a U.S. homeport?
A. 23-19		The Shipboard Census Report is used on U.S. military vessels with a U.S. homeport.
Q. 23-20	Shipboard Census Report	Does the Shipboard Census Report allow the respondent to fill in a usual residence elsewhere?
A. 23-20		Yes, the Shipboard Census Report does allow the respondent to fill in a usual residence elsewhere.
Q. 23-21	Usual residence on Shipboard Census Report	If a usual residence elsewhere is not entered on the Shipboard Census Report, where will the respondent be counted?
A. 23-21		The respondent will be counted at the U.S. military vessel's homeport if they do not enter a usual residence elsewhere on the Shipboard Census Report
Q. 23-22	Resident population	Are U.S. military personnel on board military vessels with a U.S. homeport included in the resident population?
A. 23-22		Yes, U.S. military personnel on board military vessels with a U.S. homeport are included in the resident and the state population counts
Q. 23-23	Counting military personnel on U.S. military vessels with a U.S. homeport	Where should U.S. military personnel on U.S. military vessels with a U.S. homeport be counted?
A. 23-23		U.S. military personnel on board Navy and Coast Guard vessels with a U.S. homeport will receive a Shipboard Census Report to complete. If they have an onshore address where they live and sleep most of the time, they can claim it as their home address. If not, they will be counted on board the ship at its homeport.

O. 23-24 Received two forms at If I am assigned to a U.S. military vessel with a U.S. homeport and I completed a Shipboard Census Report, but I also received a 2010 my stateside home Census questionnaire in the mail at my home address, should I fill address and military out the questionnaire that I received in the mail? vessel A. 23-24 Yes, vessel personnel, who also have an onshore address, will receive a 2010 Census questionnaire in the mail at their home address as well as a Shipboard Census Report on board the ship. Please complete both the 2010 Census questionnaire that you received in the mail and the Shipboard Census Report. When completing the Shipboard Census Report, make sure to write in the full address of your onshore residence if you live or stay there most of the time. Q. 23-25 Counting vessels at If a U.S. vessel is out at sea on April 1, 2010 (Census Day) where sea on April 1 will the vessel be counted? A. 23-25 Everyone who completes a Shipboard Census Report on the vessel has the option to enter a usual residence elsewhere, if they enter a usual residence elsewhere (that is located in the U.S.) then they will be counted at that address, if they do not enter a usual residence elsewhere then they will be counted at the U.S. military vessel's homeport. O. 23-26 Counting vessels If a U.S. vessel with a U.S. homeport is located in the Persian Gulf located in the Persian on April 1, 2010 (Census Day) will the vessel be counted in the Gulf on April 1 stateside population or the overseas population? A. 23-26 ALL U.S. vessels with a U.S. homeport will be counted in the stateside counts, no matter where the vessel is located on April 1, 2010. ALL U.S. vessels with a foreign homeport will be counted in the overseas population. The vessel's homeport is the only factor for determining if the vessel will be included in the stateside counts. Q. 23-27 How do vessels How will U.S. military vessels with a U.S. homeport receive their receive enumeration vessel materials? materials A. 23-27 The Census Bureau will mail the 2010 Census materials to the vessels in late January and early February 2010. But, the census questionnaire should be filled out as close to Census Day (April 1, 2010) as possible.

Q. 23-28	Where to count military personnel that do not have a usual residence	Where should U.S. military personnel living on base in motels, recreational vehicle (RV) parks or marinas be counted?
A. 23-28		U.S. military personnel living on base in motels, RV parks or marinas will be counted at the motel, RV park or marina if they do not have a usual residence elsewhere. If they have a usual residence elsewhere then they should complete a 2010 Census questionnaire at that address.
Q. 23-29	Enumeration date for military personnel in motels, RV parks, and marinas	When will U.S. military personnel living in motels, recreational vehicle (RV) parks or marinas on base be counted?
A. 23-29		U.S. military personnel living in motels, RV parks or marinas on base will be counted between March 19, 2010 and April 16, 2010.
Q. 23-30	Counting federally affiliated Americans overseas	How will federally affiliated Americans overseas be counted in the 2010 Census?
A. 23-30		The Census Bureau will obtain counts of U.S. military and federal civilian employees stationed overseas, and their dependents living with them, that can be allocated to a home state for the purpose of reapportioning seats in the U.S. House of Representatives. Federal government departments and agencies will provide the Census Bureau with overseas certified counts by home state from their administrative records. U.S. citizens not employed by the federal government who are working, studying or living overseas will not be included in the census.
Q. 23-31	Definition of overseas	How is the term "overseas" defined?
A. 23-31		For this program, the term "overseas" is defined as anywhere outside the 50 U.S. States and the District of Columbia. Therefore, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, and the Pacific Island Areas (American Samoa, Guam, and the Commonwealth of the Northern Mariana Islands) are considered overseas.

Q. 23-32	Counting overseas military personnel	How are overseas military personnel counted?
A. 23-32		For the 2010 Census, the Census Bureau will adhere to the same process for counting U.S. military overseas as was used in the 2000 and 1990 Censuses. These procedures were developed because of strong bipartisan congressional support for including overseas military personnel in the census.
		Overseas military personnel, both stationed and deployed (including the National Guard), will be counted as part of the U.S. overseas population. This includes military personnel assigned to military ships with overseas homeports. The Census Bureau will receive these counts from the Defense Manpower Data Center Department of Defense, based on home of record (HOR) information as close to April 1, 2010, as possible.
		When HOR is not available, we will use legal residence, and if that is not available then we use last duty station. These counts are added to the resident population totals for each state and used to determine the apportionment counts for the 2010 Census.
Q. 23-33	Counting National Guard Members	How will National Guard members who are called to active duty and will be gone on April 1, 2010, be counted?
A. 23-33		National Guard deployed overseas at the time of the census will be included in the federally affiliated overseas count for apportionment purposes only.
Q. 23-34	Home state assignments for	How is home state assigned for dependents living with military personnel overseas?
	military dependents	•
A. 23-34	military dependents	Dependents living with military personnel overseas are assigned to a home state based on the military person's home of record, legal residence or last duty station. This information is obtained from the Department of Defense.
A. 23-34 Q. 23-35	Counting contract employees overseas	home state based on the military person's home of record, legal residence or last duty station. This information is obtained from the

Q. 23-36	Counting deployed marines	A single marine who would normally live in the barracks is deployed overseas for 6-15 months. Is he counted as part of the base or to his home state?
A. 23-36		He would be counted at his home state as reported by the Department of Defense for apportionment purposes only.
Q. 23-37	Apportionment counts for overseas personnel	Have overseas military personnel been included in previous apportionment counts?
A. 23-37		Yes. The 1970 census was the first in which certain categories of Americans overseas, including the military, were officially included in the congressional apportionment. They have since been included in the 1990 and 2000 apportionments.
Q. 23-38	Counting deployed military without family members	What if the military person is deployed without his/her family, for instance, in Iraq or Afghanistan?
A. 23-38		The military person deployed overseas at the time of the census will be included in the federally affiliated overseas count for apportionment purposes only. The military person's family residing in the U.S. will receive the standard census questionnaire through the mail.
Q. 23-39	Length of deployment	How long must a military member's deployment last in order to be considered primarily living at the deployment site?
A. 23-39		There is no length of stay requirement to be included in the census for U.S. military personnel deployed outside the U.S. at the time of the census. If they are deployed on April 1, 2010, they will be counted as part of the U.S. overseas population using administrative records from the Department of Defense.
Q. 23-40	Benefits for military members living overseas	How does the census benefit us, as military members and families, when we are living overseas?
A. 23-40		The counts for overseas military personnel and their dependents living with them that can be allocated to a U.S. home state of residence will be included with the resident population in reapportioning seats in the U.S. House of Representatives.

Q. 23-41	Counting military personnel on ships	How are military personnel on ships counted?
A. 23-41		U.S. military personnel on board Navy and Coast Guard vessels with a U.S. homeport will receive a Shipboard Census Report to complete. If they have an onshore address, they can claim it as their home address. If not, they will be counted on board the ship at its homeport.
		U.S. military personnel on U.S. military vessels with a homeport outside the United States will be counted as part of the U.S. federally affiliated overseas population using administrative records from the Department of Defense.
Q. 23-42		Are military members living overseas considered when apportioning the \$400 billion per year to their various home states?
A. 23-42		The counts for federally affiliated overseas personnel and their dependents living with them that can be allocated to a U.S. home state of residence will be included with the resident population in reapportioning seats in the U.S. House of Representatives. However, the counts will not be considered for that home state of residence when Congress allocates the more than \$400 billion in federal and state funding to local, state, and tribal governments.

TOPIC :	TOPIC 24: Residence Rule and Residence Situations		
Q.24-1	Birth and Death	How are people who are born or die counted in the 2010 Census?	
A. 24-1		People should be counted in the 2010 Census at their usual residence, which is the place where they live and sleep most of the time.	
		Therefore, use the following guidance to help you decide whom to include on the census form that came to your address:	
		<ul> <li>Do NOT include on your census form:</li> <li>Babies born after April 1, 2010.</li> <li>People who die before April 1, 2010.</li> </ul>	
		<ul> <li>Do include on your census form:</li> <li>Babies born on or before April 1, 2010.</li> <li>People who die on or after April 1, 2010.</li> </ul>	
		The 2010 Residence Rule and Residence Situations are available at <a href="http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html">http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html</a> .	
Q. 24-2	Correctional Facilities	How are people in correctional facilities counted in the 2010 Census?	
A. 24-2		The Census Bureau conducts counts in institutions and other places. These places are where groups of people live. People who live in these kinds of places will be counted in the census there. They should not be included on anyone else's census form that is mailed to some other address. This will help to avoid counting them in the census twice.	
		Therefore, use the following guidance to help you decide whom to include on the census form that came to your address:	
		<ul> <li>Do NOT include on your census form:</li> <li>People in correctional residential facilities on April 1, 2010.</li> <li>People in federal detention centers on April 1, 2010.</li> <li>People in federal and state prisons on April 1, 2010.</li> <li>People in local jails and other municipal confinement facilities on April 1, 2010.</li> <li>People in military disciplinary barracks and jails on April 1, 2010.</li> <li>People in correctional facilities intended for juveniles on April 1, 2010.</li> </ul>	
		→ People in these places will be counted there.	
		The 2010 Residence Rule and Residence Situations are available at <a href="http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html">http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html</a> .	

Q. 24-3	Foreign Citizens	How are foreign citizens counted in the 2010 Census?
A. 24-3		People should be counted in the 2010 Census at their usual residence, which is the place where they live and sleep most of the time. People who do not have a usual residence or cannot determine a usual residence should be counted where they are on Census Day (04-01-10).
		Usual residence is not necessarily the same as legal residence or voting residence. Census forms are sent to every residence in the United States, and the form does not collect information about a person's legal status. So, if a person's usual residence at the time of the census is in the United States, we count that person, regardless of their citizenship or legal status.
		Therefore, use the following guidance to help you decide whom to include on the census form that came to your address:
		<ul> <li>Do NOT include on your census form:</li> <li>Citizens of foreign countries visiting the United States, such as on a vacation or business trip.</li> </ul>
		Do include on your census form:
		<ul> <li>Citizens of foreign countries living in the United States, so long as they are living and sleeping most of the time at the United States address on your form.</li> </ul>
		<ul> <li>Citizens of foreign countries living in the United States, who are members of the diplomatic community, so long as they are living and sleeping most of the time at the United States address on your form. This residence may or may not be on the grounds of an embassy, consulate, or United Nations facility. However, they have the right to refuse to provide any or all information.</li> </ul>
		<ul> <li>Foreign students living in the United States while attending college in the U.S., so long as they live and sleep most of the time at the address on your form.</li> <li>The 2010 Residence Rule and Residence Situations are available at http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html.</li> </ul>

Q. 24-4	Group Homes	How are people in group homes counted in the 2010 Census?
A. 24-4		The Census Bureau conducts counts in institutions and other places. These places are where groups of people live. People who live in these kinds of places will be counted in the census there. They should not be included on anyone else's census form that is mailed to some other address. This will help to avoid counting them in the census twice.
		Therefore, use the following guidance to help you decide whom to include on the census form that came to your address:
		<ul><li>Do NOT include on your census form:</li><li>People staying in group homes on April 1, 2010.</li></ul>
		→ People in these places will be counted there.
		<ul> <li>Do include on your census form:         <ul> <li>People staying away in religious group quarters, so long as they live and sleep most of the time at the address on your form.</li> </ul> </li> <li>People staying away in workers group living quarters and Job Corps Centers, so long as they live and sleep most of the time at the address on your form.</li> </ul>
		The 2010 Residence Rule and Residence Situations are available at <a href="http://www.census.gov/population/www/cen2010/resid">http://www.census.gov/population/www/cen2010/resid</a> rules/resid rules.html.

Q. 24-5	Health Care Facilities	How are people in health care facilities counted in the 2010 Census?
A. 24-5		The Census Bureau conducts counts in institutions and other places. These places are where groups of people live. People who live in these kinds of places will be counted in the census there. They should not be included on anyone else's census form that is mailed to some other address. This will help to avoid counting them in the census twice.
		Therefore, use the following guidance to help you decide whom to include on the census form that came to your address:
		<ul> <li>Do NOT include on your census form:         <ul> <li>People in hospitals on April 1, 2010 who have no usual home elsewhere.</li> <li>People in mental or psychiatric hospitals on April 1, 2010.</li> <li>People in the psychiatric unit of hospitals for long-term non-acute care on April 1, 2010.</li> <li>People in nursing facilities or skilled nursing facilities on April 1, 2010.</li> <li>Juveniles in residential treatment centers (non-correctional) on April 1, 2010.</li> <li>People in military treatment facilities on April 1, 2010 with assigned active duty patients.</li> <li>→ People in these places will be counted there.</li> </ul> </li> <li>Do include on your census form:         <ul> <li>People staying away in a hospital, so long as they live and sleep most of the time at the address on your form.</li> <li>People staying away at in-patient hospice facilities, so long as they live and sleep most of the time at the address on your form.</li> <li>Adults staying away in residential treatment centers (non-correctional), so long as they live and sleep most of the time at the address on your form.</li> <li>Patients staying away in Veterans Affairs hospitals, except psychiatric units, so long as they live and sleep most of the time at the address on your form.</li> <li>Newborn babies staying away in a hospital, so long as they will live and sleep most of the time at the address on your form.</li> </ul> </li> <li>The 2010 Residence Rule and Residence Situations are available at</li> </ul>
		http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html.

Q. 24-6	Merchant Marine	How are merchant marines counted in the 2010 Census?
A. 24-6		The Census Bureau conducts counts in institutions and other places. These places are where groups of people live. People who live in these kinds of places will be counted in the census there. They should not be included on anyone else's census form that is mailed to some other address. This will help to avoid counting them in the census twice.
		Therefore, use the following guidance to help you decide whom to include on the census form that came to your address:
		<ul> <li>Do NOT include on your census form:</li> <li>Crews of United States flag maritime or merchant vessels, who on April 1, 2010, were:         <ul> <li>docked in a foreign port; OR</li> <li>sailing from one foreign port to another foreign port; OR</li> <li>sailing from a U.S. port to a foreign port; OR</li> <li>sailing from a foreign port to a U.S. port.</li> </ul> </li> <li>Crews of United States flag maritime or merchant vessels who live and sleep most of the time on the vessel.</li> </ul>
		<ul> <li>Crews of United States flag maritime or merchant vessels docked on April 1, 2010 in a U.S. port or sailing from one U.S. port to another U.S. port, so long as they live and sleep most of the time at the onshore address on your form.</li> <li>Crews of U.S. flag maritime or merchant vessels engaged in U.S. inland waterway transportation on April 1, 2010, so long as they live and sleep most of the time at the onshore address on your form.</li> </ul>
		The 2010 Residence Rule and Residence Situations are available at <a href="http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html">http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html</a> .

Q. 24-7	Military	How are people in the military counted in the 2010 Census?
A. 24-7		If you are in the military and receive a census form at the military installation or on a military ship, please fill out the form as you are instructed.  If someone in your household, such as a spouse, adult child, or a
		roommate, is currently living away because they are in the military (either stateside or overseas) DO NOT include them on the census form mailed to your address. They will be counted using other census operations. Leaving them off your form will prevent them from being counted twice in the census.
		If you are in the military and are stationed or deployed overseas, you will not receive a census form. Instead you will be counted in the census using the military's administrative records.
		The 2010 Residence Rule and Residence Situations are available at <a href="http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html">http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html</a> .
Q. 24-8	More than one residence	How are people with more than one residence counted in the 2010 Census?
A. 24-8		People may live in multiple places for several reasons. For example, they might live away from home while working to be closer to work. They might live at two or more residences during the month, week or year (i.e., those who travel seasonally). And, sometimes children live in more than one place due to shared custody or other arrangements.
		People should be counted in the 2010 Census at their usual residence, which is the place where they live and sleep most of the time.
		Therefore, use the following guidance to help you decide whom to include on the census form that came to your address:
		<ul> <li>Do include these types of people on your census form:</li> <li>People who stay at the address on your form more than anywhere else.</li> </ul>
		<ul> <li>People staying at the address on your form on April 1, 2010, and their time is equally divided between other places they might stay.</li> </ul>
		See next page

		<ul> <li>People staying at the address on your form and they do not have a usual residence.</li> <li>Do NOT complete the form at this address if you are moving out before April 1, 2010 or if the unit will be vacant on April 1st. The census counts people where they live on April 1st. Look for a census form to be delivered at your new address. If no one lives here most of the time, or no one lived here on April 1, 2010, then select "0" (zero) for your answer to Question 1.</li> <li>The 2010 Residence Rule and Residence Situations are available at</li> </ul>
0.24.0		http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html.
Q. 24-9	Movers	How are movers counted in the 2010 Census?
A. 24-9		People should be counted in the 2010 Census at their usual residence, which is the place where they live and sleep most of the time. If you moved out of your residence around Census Day (April 1, 2010), please make sure you are only listed on one form—either the form sent to the residence you moved out of or the form sent to the residence you moved into.
		Therefore, use the following guidance to help you decide whom to include on the census form that came to your address:
		<ul> <li>Do NOT include on your census form:</li> <li>People who moved out of the residence around (just before, on, or immediately after) April 1, 2010 and who are already listed on a census form for another residence.</li> </ul>
		<ul> <li>Do include on your census form:</li> <li>People who moved out of the residence around (just before, on, or immediately after) April 1, 2010 and who are NOT already listed on a census form for another residence.</li> </ul>
		Do NOT complete a form at this address if you are moving out before Census Day (April 1, 2010) or if the unit will be vacant on April 1st. The census counts people where they live on April 1st. Look for a census form to be delivered at your new address. If no one lives here most of the time, or no one lived here on April 1, 2010, then select "0" (zero) for your answer in Question 1.
		The 2010 Residence Rule and Residence Situations are available at <a href="http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html">http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html</a> .

Q. 24-10	Non Relatives	How are nonrelatives counted in the 2010 Census?
A. 24-10		People should be counted in the 2010 Census at their usual residence, which is the place where they live and sleep most of the time. Include everyone on your census form who lives and sleeps most of the time at the address on your form—even if they are NOT related to anyone living there.
		Therefore, use the following guidance to help you decide whom to include on the census form that came to your address:
		Do include on your census form:  Roomers or boarders.  Housemates or roommates.  Unmarried partners.  Foster children or foster adults.  Live-in employees, such as caregivers or domestic workers.  The 2010 Residence Rule and Residence Situations are available at <a href="http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html">http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html</a> .
Q. 24-11	Shelter and Outdoor Locations	How are people in shelters and outdoor locations counted in the 2010 Census?
A. 24-11		The Census Bureau conducts counts in institutions and other places. These places are where groups of people live. People who live in these kinds of places will be counted in the census there. They should not be included on anyone else's census form that is mailed to some other address. This will help to avoid counting them in the census twice.  Therefore, use the following guidance to help you decide whom to include on the census form that came to your address:
		<ul> <li>Do NOT include on your census form:</li> <li>People in domestic violence shelters on April 1, 2010.</li> <li>People staying in emergency and transitional shelters with sleeping facilities for people experiencing homelessness on April 1, 2010.</li> <li>People at targeted non-sheltered outdoor locations where people experiencing homelessness stay without paying.</li> </ul>
		See next page

		<ul> <li>Do include on your census form:         <ul> <li>People who live and sleep most of the time at the address on your form, even if they sometimes visit soup kitchens or regularly scheduled mobile food vans.</li> <li>People in living quarters for victims of natural disasters, so long as they live and sleep most of the time at the address on your form.</li> </ul> </li> <li>The 2010 Residence Rule and Residence Situations are available at <a href="http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html">http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html</a>&gt;.</li> </ul>
Q. 24-12	Students	How are students counted in the 2010 Census?
A. 24-12		The Census Bureau conducts counts in institutions and other places. These places are where groups of people live. People who live in these kinds of places will be counted in the census there. They should not be included on anyone else's census form that is mailed to some other address. This will help to avoid counting them in the census twice.  Therefore, use the following guidance to help you decide whom to include on the census form that came to your address:  If You Are The Parent of A Student:  Do NOT include on your census form:  College students if they do NOT live and sleep most of the time at the parental home—even if they return to the parental home while on break or vacation.  College students living at and attending college outside the United States.  People staying in residential schools for people with disabilities on April 1, 2010.  People in these places will be counted at the college or school.  Do include on your census form:  College students if they are living and sleeping most of the time at the parental home.  Boarding school students living away from their parental home while attending boarding school below the college level, including Bureau of Indian Affairs boarding schools.

		If You Are A Student Living Off-Campus In An Apartment Or House:  Do include on your census form:  • People living at that apartment or house if they live and sleep there most of the time. This same guidance applies to foreign students; count them where they are living and sleeping most of the time in the United States while attending college.
		If You Are A Student Living On-Campus In A Dormitory, Residence Hall, Fraternity or Sorority House: Do include on your census form:  • Yourself. Fill out the census form you receive from the university or college. This same guidance applies to foreign students who are living in the United States while attending college.
		The 2010 Residence Rule and Residence Situations are available at <a href="http://www.census.gov/population/www/cen2010/resid">http://www.census.gov/population/www/cen2010/resid</a> rules/resid rules.html>.
Q. 24-13	Transitory Locations	How are people in transitory locations counted in the 2010 Census?
A. 24-13		Transitory locations include recreational vehicle (RV) parks, campgrounds, hotels and motels including those on military sites, hostels, marinas, racetracks, circuses, and carnivals.  People should be counted in the 2010 Census at their usual residence, which is the place where they live and sleep most of the time. People who do not have a usual residence or cannot determine a usual residence should be counted where they are on Census Day (April 1, 2010).
		Therefore, use the following guidance to help you decide whom to include on the census form that came to your address:  Do include on your census form:  People at transitory locations if they live and sleep most of the time at the address on your form.  People who stay at the address on your form more than anywhere else. People staying at the address on your form on April 1, 2010, and whose time is equally divided between other places they might stay.  The 2010 Residence Rule and Residence Situations are available at

Q. 24-14	U.S. Citizens outside the U.S.	How are United States citizens living outside the United States counted in the 2010 Census?
A. 24-14		Federally affiliated military and civilians (and their dependents living with them), who are living outside the United States, are counted in the census. These types of people are counted in the census using the government's administrative records. They will not receive a census form and should not be included on any census form mailed to a U.S. residence.
		No other private United States citizens are counted or included in the census.
		Therefore, use the following guidance to help you decide whom to include on the census form that came to your address:
		Do NOT include on your census form: Any U.S. citizens living outside the United States.
		The 2010 Residence Rule and Residence Situations are available at <a href="http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html">http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html</a> >.
Q. 24-15	Visitors and Travelers	How are visitors and travelers counted in the 2010 Census?
A. 24-15		People should be counted in the 2010 Census at their usual residence, which is the place where they live and sleep most of the time.
		Therefore, use the following guidance to help you decide whom to include on the census form that came to your address:
		<ul> <li>Do NOT include on your census form:</li> <li>People visiting on April 1, 2010 who will return to their usual residence.</li> </ul>
		<ul> <li>People temporarily away from their usual residence on April 1, 2010, (such as on a vacation or business trip, visiting, or traveling outside the U.S.), so long as they live and sleep most of the time at the address on your form.</li> <li>People temporarily away from the address on your form April 1, 2010 working elsewhere without a usual residence there (e.g., truck driver or traveling salesperson), so long as they live and sleep most of the time at the address on your form.</li> </ul>
		The 2010 Residence Rule and Residence Situations are available at <a href="http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html">http://www.census.gov/population/www/cen2010/resid_rules/resid_rules.html</a> .

## **TOPIC 25: Service-Based Enumeration**

Q. 25-1	Who is included in SBE	How are people experiencing homelessness included in the 2010 Census?
A. 25-1		In the 2010 Census, people experiencing homelessness will be enumerated in a variety of living situations. This includes: housing units that include people living doubled or tripled-up with other families and friends, housing units identified by completing a "Be Counted" questionnaire that provides the address of a friend or relative as their usual residence, completing a "Be Counted" questionnaire that indicates no usual home, local jails and other municipal confinement facilities, group homes for adults and children, workers' group living quarters and shelters for people experiencing homelessness.
		In addition to the traditional enumeration of housing units and group quarters, the Census Bureau has developed its Service-Based Enumeration (SBE) operation to provide an opportunity for people experiencing homelessness to be included in the 2010 Census. The SBE operation was specifically designed to approach people using service facilities because they may be missed during the traditional enumeration of housing units and group quarters. These service locations and pre-identified outdoor locations include: emergency and transitional shelters with sleeping facilities for people experiencing homelessness, shelters for children who are runaways, neglected or experiencing homelessness, soup kitchens, regularly scheduled mobile food vans, and pre-identified targeted non-sheltered outdoor locations.
Q. 25-2	SBE dates of operation	When will the Service-based Enumeration operation take place?
A. 25-2		The 2010 Census Service-Based Enumeration (SBE) operation will be conducted March 29 through March 31, 2010. March 29 has been designated as the one day to enumerate emergency and transitional shelters and March 30 is the day to enumerate at soup kitchens and regularly scheduled mobile food vans. On March 31, Census workers will enumerate people at pre-identified targeted non-sheltered outdoor locations. Although the Census Bureau will attempt to enumerate the specific types of SBE locations on the pre-designated day, service providers will be given the flexibility for their facility to be enumerated on any one of the three days during the enumeration period.

Q. 25-3	Targeted non- sheltered outdoor locations	What are pre-identified targeted non-sheltered outdoor locations?
A. 25-3		Pre-identified targeted non-sheltered outdoor locations are places where people live without paying to stay. This includes persons staying in pre-identified car, recreational vehicle and tent encampments. Targeted non-sheltered outdoor locations must have a specific location description; for example, cluster of tarp-covered structures along city pier, northwest corner of City Park across from service station, under the Brooklyn Bridge at the northeast corner of Bristol Drive and US Highway 45, or the address of a parking lot being utilized as an encampment.
Q. 25-4	Results from the SBE operation	Does the Service-Based Enumeration operation provide a count of the population experiencing homelessness?
A. 25-4		No, while it is important that the Census Bureau implements the Service-Based Enumeration (SBE) operation, it is important to understand that the results from the SBE operation do not provide a count of the population experiencing homelessness, nor do the results provide a count of the population who use those services at any geographic level. People enumerated at these locations will be included in areas' population counts. For the 2010 Census, only emergency and transitional shelter population counts will be published separately. All other SBE population data will be included in the "other non-institutional group quarters" category. The "other non-institutional group quarters" category includes: Emergency and Transitional Shelters for People Experiencing Homelessness, Soup Kitchens, Regularly Scheduled Mobile Food Vans, Targeted Non-Sheltered Outdoor Locations, Living Quarters for Victims of Natural Disasters, Religious Group Quarters and Domestic Violence Shelters. For a discussion of the Census 2000 data on the emergency and transitional shelter population, you may obtain a copy of that report at <a href="https://www.census.gov/prod/2001pubs/censr01-2.pdf">www.census.gov/prod/2001pubs/censr01-2.pdf</a> .
Q. 25-5	Count for Emergency and Transitional Shelters	When will the population count for Emergency and Transitional Shelters for people experiencing homelessness be available?
A. 25-5		Information for the population in Emergency and Transitional Shelters will be available through Summary File 1 starting on a flow basis from June through November 2011. States will be released first then followed by national level data. In addition to state level data, Summary File 1 data will be available at different levels of geography such as county, incorporated places, American Indian Reservations, tracts and other geographic components.

Q. 25-6 Types of SBE What type of information will be available from the Service-Based information **Enumeration operation in the Summary File 1?** Summary File 1 will contain: Separate counts for the population in Emergency and Transitional Shelters for People Experiencing Homelessness down to the tract level. Below the tract level, all Service-Based Enumeration facilities will be included in the "Other Non-institutional Group Quarters" category in 2010 Census data products. The "Other Noninstitutional Group Quarters" category includes: Emergency and Transitional Shelters for People Experiencing Homelessness, Soup Kitchens, Regularly Scheduled Mobile Food Vans, Targeted Non-Sheltered Outdoor Locations, Living Quarters for Victims of Natural Disasters, Religious Group Quarters and Domestic Violence Shelters. At all levels of geography, Soup Kitchens, Regularly Scheduled Mobile Food Vans, and Targeted Non-Sheltered Outdoor Locations will be included in the "Other Non-institutional Group Quarters" category in the 2010 Census data products. Data from these locations will not be separately released in the 2010 Census data products. Q. 25-7 Other information Will the Census Bureau release any additional information on the population of Emergency and Transitional Shelters for people on Emergency and **Transitional** experiencing homelessness besides what is available in Summary **Shelters** File 1? A. 25-7 A 2010 Census brief report on the population counted in Emergency and Transitional Shelters for People Experiencing Homelessness, which will include a companion table with data at the tract level meeting a certain threshold, will be released in late fall 2011.