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TRIBAL COMPLETE COUNT COMMITTEE HANDBOOK

U.S. Department of Commerce
Economics and Statistics Administration
U.S. CENSUS BUREAU



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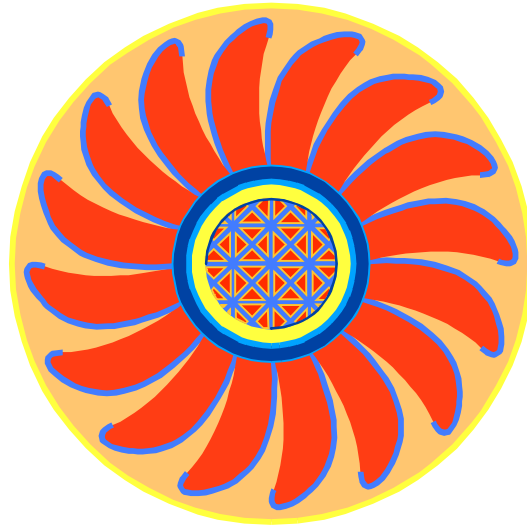
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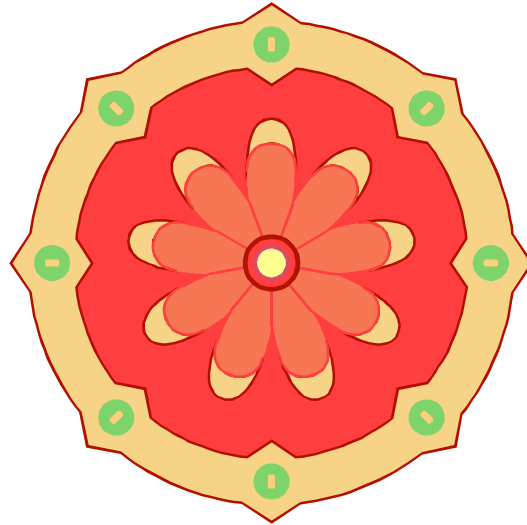
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What Is a Tribal Complete Count Committee?

What is a Tribal Complete Count Committee?

- ⊗ For the purpose of *Census 2000*, each tribal government has been invited to appoint a Tribal Complete Count Committee. A Tribal Complete Count Committee consists of community members authorized, on behalf of their tribal government, to conduct a *Census 2000* awareness campaign throughout the tribe's jurisdiction.
- ⊗ In accordance with the April 1994 White House Memorandum on "Government to Government Relations with Tribal Governments" and the August 1995 American Indian and Alaska Native policy of the U.S. Department of Commerce, the Census Bureau recognizes the unique and direct legal relationship between the U.S. government and Federally recognized American Indian and Alaska Native tribal governments. To support that policy, the Census Bureau has committed to a program for establishing direct partnerships with tribal governments. Tribal Complete Count Committees are one element of that partnership.



How Does a Tribe Become a Partner With the U.S. Census Bureau?

A tribe becomes a partner with the U.S. Census Bureau when . . .

- ⊗ A Partnership Specialist from the Census Bureau meets with the tribal council or governing body to make a presentation which summarizes the benefits of accurate census data for the tribe, and the role a Tribal Complete Count Committee can play in promoting census awareness.
- ⊗ The tribal government decides to form a Complete Count Committee, and passes a Tribal Resolution establishing it.

The Tribal Resolution could outline:

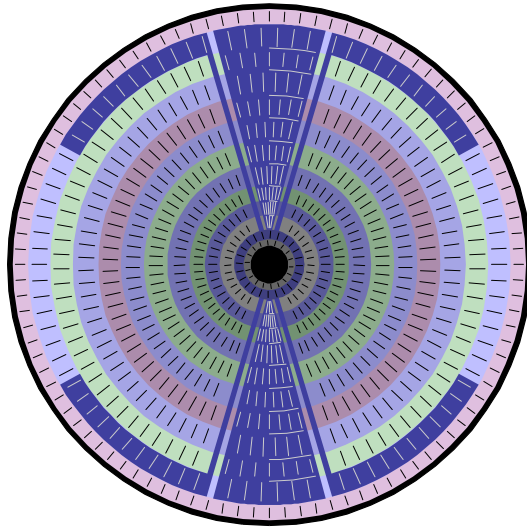
- ✓ Future benefits to the tribe from having an accurate and complete *Census 2000* count.
- ✓ The role the Committee will play in the tribe-Census Bureau partnership, with respect to promoting both community awareness and participation in the census.



Why Would a Tribal Government Appoint a Complete Count Committee?

A tribal government could appoint a Complete Count Committee to . . .

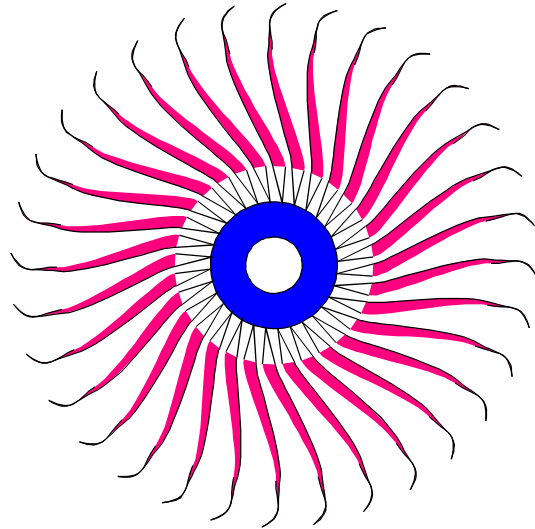
- ☀ Bring together a representative team of active community members to develop and implement a *Census 2000* awareness campaign that will help influence every person in their jurisdiction.
- ☀ Organize a team of local people who can provide the cultural and community insights necessary to build *Census 2000* awareness efforts that fit the circumstances of the tribal community.
- ☀ Promote understanding among all American Indians and Alaska Natives about the value of accurate and complete census data.
- ☀ Explain how census data is used for purposes of planning future education, health, social, and economic development for the tribe and for people living on tribal lands.
- ☀ Have a positive impact on the questionnaire response rate by helping the tribe develop a structured effort to reach every sector within its jurisdiction.



When Should a Tribe Organize a Complete Count Committee?

A Tribal Complete Count Committee should be organized RIGHT NOW!

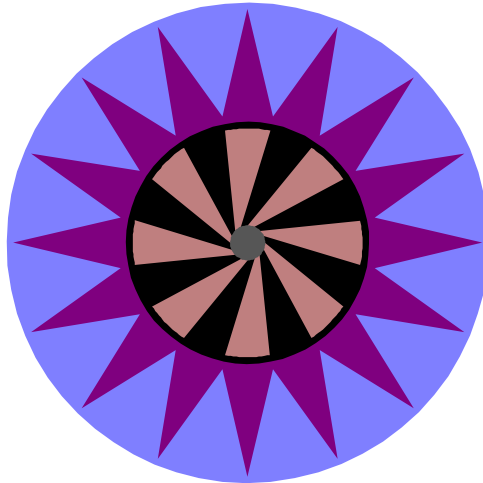
- ☉ The *Census 2000* awareness campaign needs to start immediately. Although *Census 2000* questionnaires will not be delivered until March-April 2000 (in Alaska, January 2000), a great deal must be done before then.
- ☉ A *Census 2000* awareness campaign will be most successful in American Indian and Alaska Native communities, if it is done by an organized and representative group that is sponsored by the tribal government.
- ☉ The immediate creation of a Tribal Complete Count Committee will ensure that tribal residents are kept up-to-date about plans and informed about the various census operations long before they actually occur.
- ☉ The more tribal residents know about *Census 2000*, the more they will understand how they and their tribe will benefit in the future from having accurate and complete census data. The more residents know about those benefits, the more willing and interested they are to participate in *Census 2000*.



Who Should Be on a Tribal Complete Count Committee?

Generally, it's a good idea to have the Tribal Complete Count Committee made up of people who represent a broad cross-section of the community. However, it's up to each tribal government to decide who it wants to appoint to the Committee.

- ☼ A Tribal Complete Count Committee may have a combination of representatives from the tribal government; the human service and health sector; youth groups; recreation departments; housing departments; tribal language or cultural departments; employment and training departments; local cultural societies; tribal colleges or other local institutions of higher education; tribally operated, Bureau of Indian Affairs operated, and public schools; departments working with tribal elders; tribal enterprises and private businesses; tribal planning agencies; religious entities (tribal and denominational); veterans groups; or local media.
- ☼ The Tribal Complete Count Committee may include people who have ongoing networks with a wide range of community residents. The broader those networks are, the more people the Committee's outreach activities can easily reach.
- ☼ The Tribal Complete Count Committee members should be willing to invest time and effort into Committee activities, and be able to commit to serve on behalf of the tribe from now until November 2000.



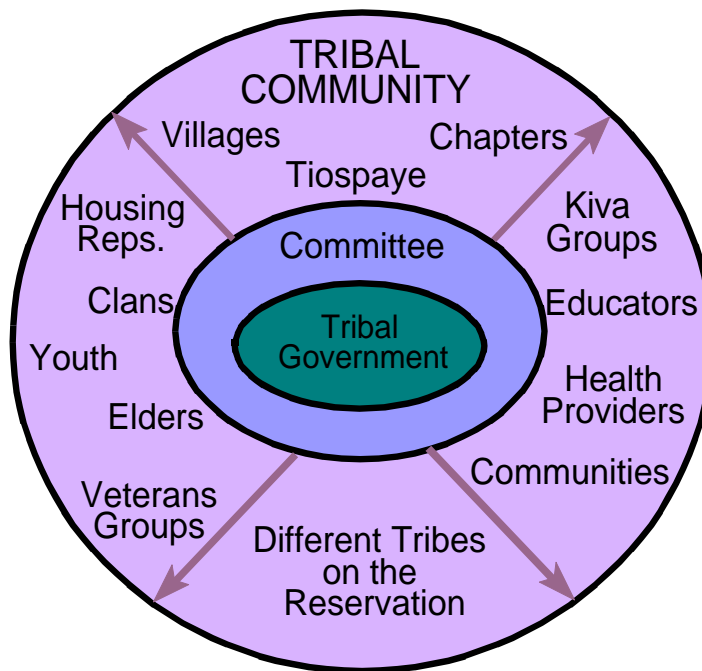
What Is the Structure of a Tribal Complete Count Committee?

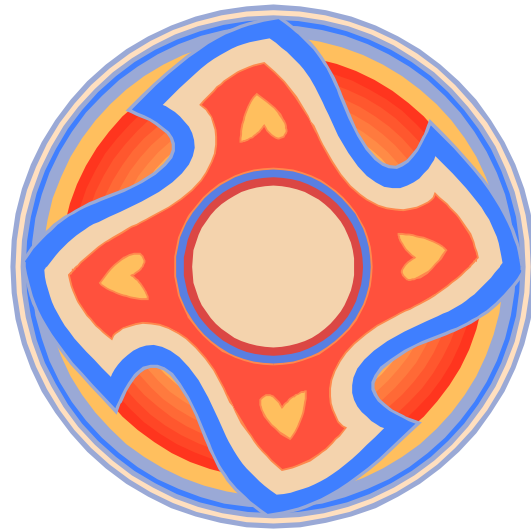
It's up to each tribe to decide the structure of a Complete Count Committee.

- ☀ The tribal government, not the Census Bureau, creates the Tribal Complete Count Committee. The Census Bureau serves as an informational resource for the Committee.
- ☀ The design and structure of the Committee is determined by the tribal government. Thus, it will vary from one tribal community to another.
- ☀ The Committee may or may not have subcommittees. That decision is up to the tribe. Questions that might be useful in making that decision include:
 - ✓ Are there certain geographic considerations—for example: physically separated communities, checkerboard areas, or outlying reservation trust lands—that would best be represented through subcommittees?
 - ✓ Are there distinct cultural or political subdivisions—for example: clans, kivas, tiospaye, communities, chapters, districts—that would be best represented through subcommittees?

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- ✓ Are there specific groups in the community—for example: youth, elders, veterans—that should be represented through subcommittees?
- ✓ Are there specific groups, such as at-risk families or people in isolated communities, that would be best represented through subcommittees?

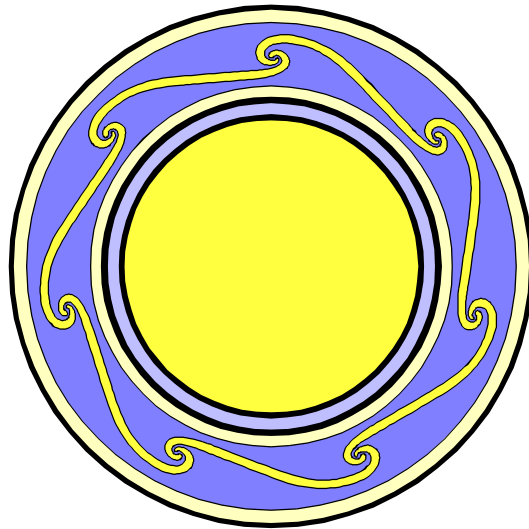




How Is Census Data Used?

Census data is used for many things which can have a direct impact on tribal communities. For example:

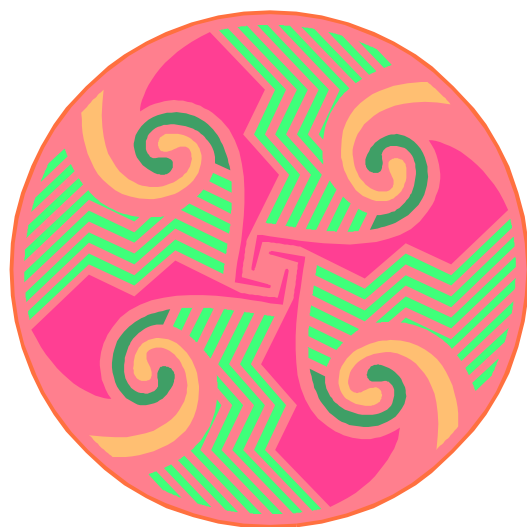
- ☉ Tribes use population data to plan for business and enterprise development, to conduct labor market assessments, and to meet human needs (for example: health, education, social/welfare, law enforcement) of their communities.
- ☉ The Federal government uses census data to allocate funds to tribal, state, and local governments for a wide range of programs.
- ☉ Corporations use population data for market research to determine possible locations for their enterprises.



What Should the Community Know About Confidentiality?

All information collected by the Census Bureau, under authority of Title 13 of the U.S. Code, is *STRICTLY CONFIDENTIAL*. The same law that requires individuals to respond to the census also guarantees the confidentiality of the respondents.

- ⊗ The law protects everyone’s answers. The Census Bureau cannot share individual responses with anyone. That includes the Internal Revenue Service, Federal Bureau of Investigation, Central Intelligence Agency, state or Federal welfare departments, or any other government agency.
- ⊗ Census workers must pass both security and employment reference checks. They are sworn to secrecy. The penalty for violating the confidentiality of responses is up to a \$5,000 fine and up to a 5 year prison term.
- ⊗ No court of law—not even the President of the United States—can have access to individual responses.



Suggested Agenda Items for Tribal Complete Count Committee Meetings

Schedules and agenda items for Tribal Complete Count Committee meetings are determined at the local level. However, some suggestions for consideration are provided below.

[Please note: many terms and references included below are either explained in Census training documents or elaborated on in the “Suggested Activities” section of this handbook.]

PRE-CENSUS PERIOD (NOW THROUGH MARCH 2000)	
Suggested Timeframe	Agenda Items
Immediately	<ul style="list-style-type: none"> <input type="checkbox"/> Form the Committee through Tribal Resolution or other tribal process. <input type="checkbox"/> Disseminate news releases and other media announcements about the creation of the Committee. <input type="checkbox"/> Establish membership and structure of the Committee.
First Regular Meeting	<ul style="list-style-type: none"> <input type="checkbox"/> Review and discuss the purpose and functions of the Committee. <input type="checkbox"/> Discuss community perceptions and any cultural or language factors that may require attention in developing the census plans and activities. <input type="checkbox"/> Identify areas within tribal jurisdiction which may need special targeting for promotion and outreach because of remoteness, tribal language, or other factors. <input type="checkbox"/> Decide on an <i>ACTION PLAN</i> for promoting census awareness in the community. Identify specific activities and assignments related to building awareness, motivating community response, and encouraging community cooperation with enumerators. Break Committee activities into three timetables: (1) before census questionnaires are distributed in March 2000, (2) during the census questionnaire period (March - May 2000), and (3) after the questionnaire period. [See “Suggested Activities” section for details.] <input type="checkbox"/> Schedule dates for regular committee meetings. <input type="checkbox"/> If meetings are to be open to the public, decide future meeting location(s); consider whether more residents will come if the meetings are held in the same place or if they are held in different places in the community.

PRE-CENSUS PERIOD (Continued)

Suggested Timeframe	Agenda Items
1999 Regular Meetings	<ul style="list-style-type: none"> <input type="checkbox"/> Discuss the status and evaluate the effectiveness of outreach and census promotion activities to date. <i>[NOTE: in Alaska, questionnaires will be distributed in January.]</i> <input type="checkbox"/> Review status reports on Action Plan activities. <input type="checkbox"/> Develop strategies for encouraging community members to apply for temporary census jobs. <input type="checkbox"/> Determine specific ways to actively encourage community participation during Address Listing and Block Canvassing census operations. <input type="checkbox"/> Review information from the Census Bureau's Geographic Programs to verify its accuracy. <input type="checkbox"/> Review activities that need to be completed before questionnaires are distributed in March 2000. <i>[NOTE: in Alaska, questionnaire will be distributed in January.]</i> <input type="checkbox"/> Review status of specific activities for groups or geographic areas which need special targeting. <input type="checkbox"/> Revise Action Plan, as needed.
January 2000	<ul style="list-style-type: none"> <input type="checkbox"/> Review status reports on Action Plan activities. <input type="checkbox"/> Identify specific action items that still need to be completed before questionnaires are distributed in March (January for Alaska) and before Census Day, April 1, 2000. <input type="checkbox"/> Finalize Action Plan for specific Committee activities which encourage residents to complete and return census questionnaires as soon as they are received. <input type="checkbox"/> Finalize Outreach Plan for residents who are not likely to receive questionnaires by mail, and for whom other census interactions need to occur. <input type="checkbox"/> Review Plan for Committee activities to be conducted after the questionnaire time period (Non-Response Follow-up).

PRE-CENSUS PERIOD (Continued)

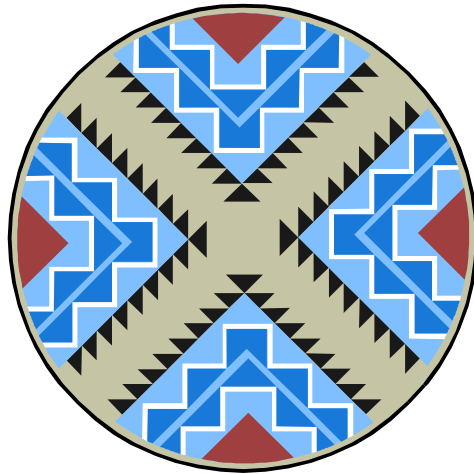
Suggested Timeframe	Agenda Items
February 2000	<ul style="list-style-type: none"> <input type="checkbox"/> Review status reports on Action Plan activities. <input type="checkbox"/> Decide what , if any, final outreach, promotion, or announcements might heighten tribal community awareness about Census 2000, before questionnaires are distributed and before Questionnaire Assistance Centers and Be Counted Sites are opened. <input type="checkbox"/> Finalize strategies for assisting with enumeration activities in the tribal area <input type="checkbox"/> Coordinate with Census staff on “Update/Leave,” “List Enumerate,” and “Rural Update/Enumerate” efforts. <input type="checkbox"/> Finalize Action Plan for addressing low response rates. <input type="checkbox"/> Review and update plans for Census Day and Census Week. <input type="checkbox"/> Review and modify plans for Non-Response Follow-up activities.
March 2000	<ul style="list-style-type: none"> <input type="checkbox"/> Prepare news media releases (for print, radio, and TV) reminding community members about the importance of being counted. <input type="checkbox"/> Report on the status of questionnaire distribution.

APRIL 2000 — CENSUS MONTH

Suggested Timeframe	Agenda Items
April 2000	<ul style="list-style-type: none"> <input type="checkbox"/> Implement Census 2000 Day (April 1, 2000) and Census Week (April 1- 8, 2000) activities. <input type="checkbox"/> Discuss specific Committee tasks for Post-Census and After Delivery of Questionnaire time period.

POST-CENSUS PERIOD

Suggested Timeframe	Agenda Items
May 2000 - Completion	<ul style="list-style-type: none"><input type="checkbox"/> If the tribe's questionnaire response rate is low, implement the low response rate plan.<input type="checkbox"/> Discuss Committee ideas and recommendations for future census efforts.<input type="checkbox"/> Draft a Final Report (for tribal government review) with Committee recommendations for submission to the Census Bureau's Complete Count Program.<input type="checkbox"/> Discuss the Final Report with tribal officials and agencies that have representation on the Committee.<input type="checkbox"/> Submit the Final Report to the tribal government and the Census Bureau.



Action Plan for the Tribal Complete Count Committee

Local factors which might affect census operations will vary from one tribal community to another. For example:

- ❖ Population size
- ❖ Geographic concentration within the tribe's jurisdiction
- ❖ Checkerboard issues
- ❖ Jurisdictional areas in which two or more tribes reside
- ❖ Large non-Indian population within the tribe's jurisdiction
- ❖ Off reservation tribal members

These factors could present different challenges for individual tribes as they try to maximize their communities' participation in *Census 2000*.

Before starting any *Census 2000* awareness activities, each Tribal Complete Count Committee could develop an Action Plan. Suggested steps might be to:

- ☉ Assess the kinds of problems that are likely to hinder widespread community participation in *Census 2000*, including any issues related to sovereignty, culture, and language.
- ☉ Incorporate solutions to potential problems into the design of the Committee's overall outreach and census awareness activities.
- ☉ Make certain that the **Action Plan** outlines the Committee's activities and allows for ongoing assessment of progress in promoting census awareness throughout the community. Particular focus should be directed at residents who:
 - ✓ Are least likely to be reached through common media messages.
 - ✓ May be reluctant to participate in the census for any number of reasons—for example, political factors or cultural beliefs.

The more the Action Plan considers the different perspectives and circumstances of community members, the more effective the Committee will be in rallying community participation in *Census 2000*.

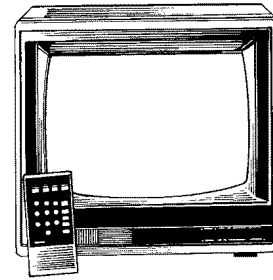
Suggested Activities for the Tribal Complete Count Committee

NOW THROUGH MARCH 2000

Media Activities

☼ **Organize a media event announcing the formation and purpose of the Tribal Complete Count Committee. Invite representatives from:**

- ✓ Tribal and other local newspapers.
- ✓ Tribal and other agencies or organizations which publish newsletters and bulletins.
- ✓ Local Indian radio or television shows (such as Indian Hour) that tribal residents listen to frequently.



☼ **Develop a plan for airing periodic Public Service Announcements about census operations.** Speakers might be tribal council, administration, and tribal court representatives; religious and spiritual leaders; tribal college presidents; clan leaders; community elders; business leaders; or other influential local people.

☼ **Arrange for periodic radio or television talk show appearances about census related issues**—for example, the tribal planner might discuss how *Census 2000* data can be used to plan and generate funding for future housing needs, health services, services for the elderly, economic development projects, etc.

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(Media Activities—Continued)

☉ **Develop a schedule for periodic media releases about:**

- ✓ The confidentiality of census information.
- ✓ When recruitment for temporary census jobs will begin, and where to apply.
- ✓ The location and business hours of Questionnaire Assistance Centers.
- ✓ The location of Be Counted sites.
- ✓ When census questionnaires will be delivered or when enumerators will visit households to obtain data.
- ✓ The status of community response rates to questionnaires.



NOW THROUGH MARCH 2000

Activities Related to Promotion Materials

☼ Develop posters or flyers which stress the CONFIDENTIALITY of all census responses.

- ✓ Aim messages directly at specific concerns that people in the community have about confidentiality. This is a big issue for many people, and it can have a major effect on response rates.



☼ Develop tribal census flyers and fact sheets, specifically tailored to the community. Briefly:

- ✓ Emphasize how *Census 2000* data can help the tribe execute its sovereign powers by providing information necessary for future planning on behalf of its citizens.
- ✓ Cite tribal benefits derived from an accurate and complete tribal count.
- ✓ Cite things the tribe stands to lose by an incomplete count.
- ✓ Highlight points that (1) address specific misconceptions about census data and (2) will encourage community participation.
- ✓ Briefly explain the census process and time frames.

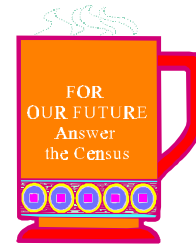
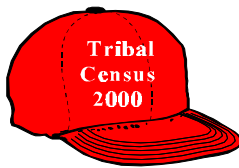
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(Promotion Materials—Continued)

☀ **Identify the programs serving tribal residents (whether operated by the tribal, local, or state government) which use Federal funding based on population statistics**—for example: Johnson O’Malley, Headstart, Home Energy Assistance, Housing and Urban Development programs, etc. Develop separate flyers on the benefits those programs provide to tribal residents. Explain how funding allocations are based, in part, on census information.

☀ **Design a *Tribal Census 2000* logo specific to the tribe or community.** Use the logo on promotional items such as:

- ✓ T-shirts
- ✓ Ball caps
- ✓ Bumper stickers
- ✓ Refrigerator magnets
- ✓ Mugs
- ✓ Posters (or use posters printed by the Census Bureau. The Bureau has commissioned American Indian and Alaska Native posters for that purpose.)
- ✓ Bags



☀ **Tailor some promotion items specifically for segments of the community that it might be difficult to get participation from.**

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(Promotion Materials—Continued)

- ☉ **If appropriate, have *Census 2000* promotional materials translated into the tribal language(s).**

- ☉ **Distribute *Census 2000* awareness materials throughout the tribe’s jurisdiction.** Also, distribute materials to outlying areas where tribal members reside, and in any absentee ballots sent to tribal members between now and Census Day 2000. Keep materials fully stocked in as many tribal and community facilities as possible—places like:
 - ✓ Community centers, youth centers, and elder centers
 - ✓ Employment and training offices
 - ✓ Tribal Employment Rights Offices (TEROs)
 - ✓ Tribal and community libraries
 - ✓ Tribal cultural centers
 - ✓ Businesses
 - ✓ Churches
 - ✓ Clinics and other health and wellness facilities

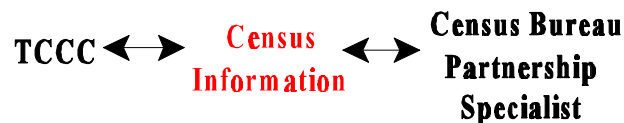
- ☉ **Have flyers and promotional items available at all major events, socials, and meetings in the community.**



NOW THROUGH MARCH 2000

Activities Related to Recruitment for Census Jobs

- ☉ **Coordinate with the Census Bureau Partnership Specialist for the area. With that person, develop a recruiting and hiring plan for tribal census workers.** Include strategies for reaching into different parts of the community. Try to get cross-representation of appropriate cultural and political entities—for example: clans, kivas, tiospaye, chapters, voting districts—among local census workers. Data gathering by diverse types of community representatives will improve response rates.



- ☉ **Keep current about information on census jobs that are available within the tribe's jurisdiction.** (Contact the Census Bureau Partnership Specialist for the area.)
- ☉ **Arrange for facilities where the Census Bureau's application and testing activities can occur.**

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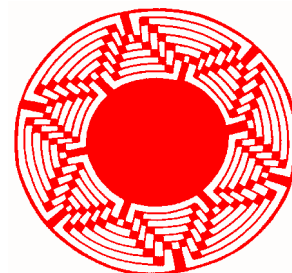
(Recruitment Activities—Continued)

- ☀ **Host job fairs to inform potential applicants about positions that will be available, qualifications needed, and testing and application processes.** Keep sponsoring job fairs throughout *Census 2000* operations to keep pace with staffing needs as they change.
- ☀ **Offer the census job pre-test to interested applicants.**
- ☀ **Continue providing information about census jobs to the community, through flyers placed in community centers and common gathering places.**
- ☀ **Partner with tribal newspapers, other local newspapers, and agencies that publish newsletters or bulletins to publish articles about census jobs and to announce job openings.**
- ☀ **Provide the Census Bureau with information about specific cultural and language issues that may have an impact on recruitment and testing; work with the Bureau on addressing those issues.**
- ☀ **Assign someone to assist Census staff in the recruitment and testing process to ensure that the process accommodates cultural and language needs of applicants.**

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(Recruitment Activities—Continued)

- ☉ **If needed, translate census job information into the tribal language(s).**
- ☉ **Ensure that at least some tribal census applicants are fluent in the tribal language(s) and include training for them in translating parts of the *Census 2000* questionnaire—in case they have to administer the questionnaire orally to Native language-only speakers.**
- ☉ **If needed, set up training for community residents to get them prepared for the census job application process and tests, or to help them refresh skills they may need for the jobs.** Partner with a tribal college or other institution of higher education to help in this effort.
- ☉ **Keep publicizing testing dates and locations.**
- ☉ **Stay in contact with the Census Partnership Specialist about the status of jobs and about types of assistance potential applicants or temporary staff may need.**
- ☉ **Help census workers reach potential applicants who may live in geographically remote areas.**
- ☉ **Coordinate with census workers to help them reach community members from whom it may be difficult to get census responses—for example: low-income families, persons with limited reading abilities, persons in treatment facilities or tribal jails.**



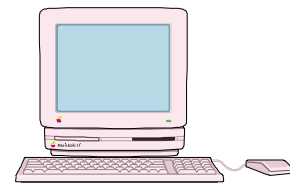
NOW THROUGH MARCH 2000

Activities With Schools/Education Institutions

- ☉ **Collaborate with tribal, Bureau of Indian Affairs, or public schools to develop in-school initiatives which support *Census 2000* activities**—for example:

Posters: students could design *Census 2000* posters for the tribe.

Computer project: students could develop computerized *Census 2000* awareness displays for use at school sports events, school open houses, and parent nights.



Community service project: students could design a census awareness project, especially directed at elders or geographically isolated residents of the community.

Student and family collaboration: parents could be encouraged to fill out the census questionnaire as a family activity.

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(Activities With Schools—Continued)

- ☉ **Encourage tribal, Bureau of Indian Affairs, and public schools serving local students to use the Census Bureau’s “Census in Schools Program” materials in their classrooms.** Those materials are expected to be ready in early 1999, and will include Internet access. (Contact the Local Census Office for this information.)
- ☉ **Partner with schools to hang tribal *Census 2000* banners in gyms and in track and field areas where parents and community members will attend sports events.**
- ☉ **Encourage schools to include census promotion messages in any notices that are sent home to parents.** Provide schools with the necessary materials.
- ☉ **Partner with a tribal college or other local institution of higher education to establish a bank of student volunteers for coordinating a program of community outreach.** Volunteers could intensify their efforts once questionnaires are available and could encourage greater community participation by helping elders and others complete the questionnaire.
- ☉ **Encourage tribal college, other college, or vocational and technical institutions to allow students who take art, computer graphic arts, or media classes to develop census promotional materials for the community, in exchange for credit.**

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(Activities With Schools—Continued)

- ☉ **Encourage schools and colleges to designate space that could serve as “Questionnaire Assistance Centers” or “Be Counted sites.”** Schools could organize parent, teacher, and student volunteers to staff these centers.



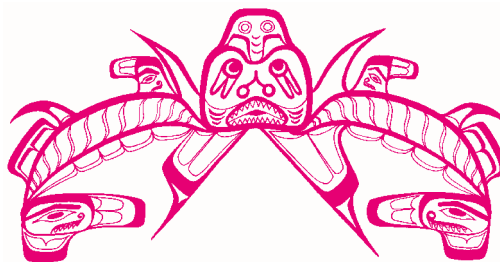
- ☉ **Encourage staff from tribal colleges or other institutions of higher education to volunteer their time helping potential census job applicants refresh skills they may need for temporary census positions.**
- ☉ **Encourage schools and local colleges to participate in a tribal Census Awareness Day rally.**



NOW THROUGH MARCH 2000

Activities with Local Employers

- ☀ **Compile a list of employers in the community; host a meeting to solicit their partnership in promoting census awareness on job sites.** Get everyone to agree to saturate all places of employment and public areas with *Census 2000* information.
- ☀ **Solicit partnerships with employers for hosting *Census 2000* activities that involve families—such as community events, socials, sports events, rallies.**
- ☀ **Work with tribal agencies and businesses to combine *Census 2000* promotion with information about their own services or business—for example: making banners or buttons with “[Business/Agency Name] says, Support the community and participate in *Census 2000!*”**
- ☀ **As Census Day nears, encourage all tribal businesses and agencies to display signs announcing the arrival of the census questionnaires (expected delivery is mid-March 2000; January 2000 in Alaska).**



NOW THROUGH MARCH 2000

General Activities

- ☉ **Encourage passage of a Tribal Resolution requiring all tribal employees to be briefed on *Census 2000*, so they can promote census awareness during their interactions with community residents.**

- ☉ **Coordinate with other Tribal Complete Count Committees in the region or state.** Develop a regional American Indian or Alaska Native strategy for encouraging maximum tribal participation in *Census 2000*. Coordinate with Inter-tribal Councils in the area.

- ☉ **Collaborate with national and regional American Indian and Alaska Native organizations to promote census awareness.** To save on printing expenses, find out if those organizations already have promotional materials that also could be used locally.

- ☉ **Provide Census Bureau staff with training, as needed, about the government-to-government relationship existing between tribes and the U.S. government, and about issues regarding sovereignty that may affect the way in which census operations need to occur locally.**

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(General Activities—Continued)

- ☀ **Maintain active partnerships with Census Bureau staff.**
Provide them with ongoing guidance on tailoring census activities to address cultural and language issues.

- ☀ **Coordinate with sponsors of community events that are occurring between now and Census Day.** Arrange to have census information available for those events—or set up booths at large events. Keep a running list of these meetings, powwows, ceremonies, sports events. Contact the organizers to help with the dissemination of census materials. Get information out for large gatherings, as well as for smaller meetings of community members—such as, Johnson O’Malley and Indian Education Act Parent Committee meetings; community task force sessions; clan, tiospaye, chapter, etc. meetings.

- ☀ **Tap all existing communication networks in the community (formal and informal) to help deliver census awareness messages.**

- ☀ **Identify possible Questionnaire Assistance Centers and Be Counted sites.**

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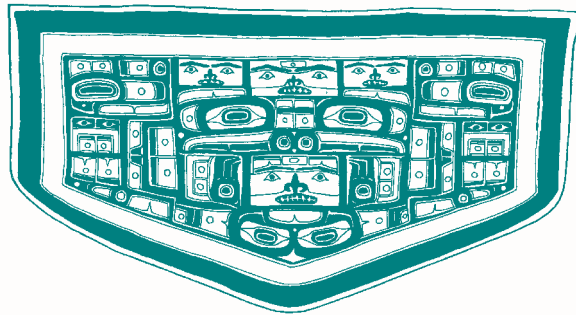
Countdown to Census (March 2000)

- ☀ **Keep census awareness momentum high.** Encourage tribal offices to add a “Remember the *Census*” slogan to all written materials and telephone conversations during this month.
- ☀ **Increase the number of *Census 2000* posters and banners in all tribal buildings.**
- ☀ **Partner with tribal agencies, businesses, and schools to heighten awareness of activities during the week leading up to Census Day (April 1, 2000).**
- ☀ **Increase the number of press releases and Public Service Announcements.** Emphasize the delivery dates of census questionnaires.
- ☀ **Hold a ceremonial kick-off to publicize the delivery of census questionnaires.**
- ☀ **Publicize the locations of Questionnaire Assistance Centers and Be Counted Sites.**

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(General Activities—Continued)

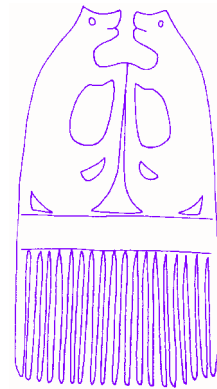
- ☉ **Help establish student volunteer networks to assist community elders, Native language-speakers, and others complete census questionnaires.**
- ☉ **Suggest to employers who have telephone “hold” messages or music to replace their messages with a *Census 2000* slogan which encourages people to complete their questionnaires.**



CENSUS DAY 2000 (APRIL 1, 2000)

Throughout the tribal jurisdiction—in partnership with tribal government departments, businesses, schools, community organizations—activate Census Day activities.

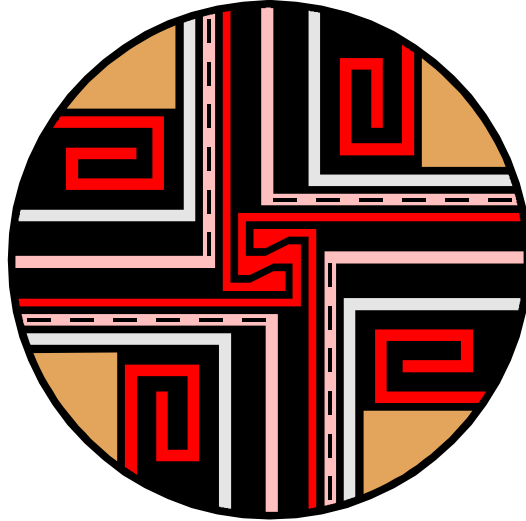
- ☀ **Have the tribal government pass a resolution acknowledging Census Day. Promote “being counted” as a way to help the tribe exercise its sovereignty and plan for the next generation of tribal members.**
- ☀ **Encourage all businesses, schools, and tribal departments to take some time during the day to promote *Census 2000*.**
- ☀ **Schedule *Census 2000* activities at community centers and tribal offices.**
- ☀ **Sponsor a Census Awareness Day rally.**
- ☀ **Have Tribal Complete Count Committee members participate in Census Day activities sponsored by schools, businesses, and local organizations.**



POST-CENSUS DAY THROUGH NOVEMBER 2000

- ☉ **Continue promotion activities to encourage people to complete their questionnaires.**
- ☉ **Remind all tribal employees that census operations are still in progress and that they should continue to encourage people to complete the census questionnaire.**
- ☉ **Stay in contact with communication networks, businesses, and schools in order to keep the census momentum strong.**
- ☉ **Help tribal census workers in areas of the community from which there are low response rates.**
- ☉ **Review the suggested Post-Census period Committee Agenda Items that are listed in the section of this handbook, entitled “Suggested Agenda Items for Tribal Complete Count Committee Meetings.”**





Summary:
**What Are the Benefits of a
Tribal Complete Count
Committee?**

The benefits of a Tribal Complete Count Committee are many. For example:

- ☉ A Tribal Complete Count Committee speaks the culture and language of its community. It knows the pulse of the community. It can create a local census information network that no one outside the community can.
- ☉ A Committee can gain valuable knowledge about the census process that has never before been disseminated at the local level. As a tribe's link to the national campaign of *Census 2000*, the Tribal Complete Count Committee can ensure that all residents receive firsthand information from someone they know and trust.
- ☉ A Committee can significantly increase a tribe's participation rate by maintaining an intense *Census 2000* campaign from now until November 2000.
- ☉ By making residents aware that a complete census count can affect the future well-being of each tribal resident, a Tribal Complete Count Committee can help the tribe enter the next century with community data vital to planning for the next generation.