

Operational and Processing Options to Meet Statutory Date of December 31, 2020 for Apportionment

August 3, 2020

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Bottom Line Up Front

Objective: We have developed this plan in response to your request to provide an apportionment count by the statutory deadline of December 31, 2020.

- **Maximizing** staff and production hours for field data collection operations to conclude field data collection by September 30, 2020.
- **Compressing** and streamline backend processing to deliver apportionment counts by December 31, 2020.
- **Achieving** an acceptable level of accuracy and completeness, with a goal of resolving at least 99% of Housing Units in every state.

Nonresponse Followup Operational Options

Early Start of Nonresponse Followup Operations

6 Cycle 1a Area Census Offices (ACOs) began operations on July 16

6 Cycle 1b ACOs began operations on July 23

35 Cycle 2 ACOs were scheduled to begin operations on July 30; however, we started operations earlier in some ACOs where staff was available:

- 17 ACOs – Started July 26 – 29
- 18 ACOs – Started July 30

39 Cycle 3 ACOs were scheduled to begin operations by August 3:

- 15 ACOs – Started last week, July 31
- 24 ACOs – Started today, August 3

All remaining ACOs were scheduled to begin August 11, but will begin operations by August 9:

- 53 ACOs – Will start August 3 – 7
- 109 ACOs (all remaining) – August 9
- These ACOs will have to deploy staff regardless of the COVID-19 risk in those areas to open on these dates.

Increased Replacement Training for Enumerators

Replacement Training Options

Potential Efficiency Gain / Applicable Costs to Implement

Inviting More People to Training

Over selection rates will address higher-than-expected no-show rates of 35%, bringing us closer to our target initial staffing levels.

Continual Replacement Training

Expect to conduct replacement training for at least 135K Enumerators due to attrition. Just over 11,000 training additional sessions:
\$90m total training cost

Production Staff Awards for Increased Work Hours

Award Options Covers Weeks of August 9, August 16, August 23	Potential Efficiency Gain / Applicable Costs to Implement
Implement Awards to recognize increased work hours: <ul style="list-style-type: none"> • \$50 for exceeding 15 hours/week • \$50 for exceeding 25 hours/week (\$100 total) <ul style="list-style-type: none"> ○ Must complete 0.75 cases/hour 	Expect 340,000 to qualify: <ul style="list-style-type: none"> • \$30m/week • Increases capacity by 1.5 million work hours per week, or 80,000 more “19 hour” enumerators per week
Implement Award for working multiple 25 hour weeks: <ul style="list-style-type: none"> • \$500 for completing 3 weeks of production 	Expect 150,000 to qualify: <ul style="list-style-type: none"> • \$75m total cost • Lower operational impact as a result of reduced replacement training
Implement CFS Award for working multiple weeks: <ul style="list-style-type: none"> • \$750 for completing 3 weeks of production • Would recognize those who work at least 32 hours per week 	Expect 15,000 CFSs to qualify: <ul style="list-style-type: none"> • \$11.5m total cost per week • Increased data quality due to more effective alert resolution • Improved operational support with experienced supervisor

Outreach Methods to Expand Reach to Underperforming Areas

Options

Potential Efficiency Gain / Applicable Costs to Implement

Expand the use of NRFU Travel Teams:

- Moving teams that have successfully completed their areas to areas requiring additional attention

Using experienced staff minimizes the need to train new staff – particularly in areas where new staff are not available.

Implement outbound phone calling to conduct interviews:

- Use telephone numbers from ERD Contact Frame
- Used by enumerators in ACOs that are finishing up to help out in other ACOs

Enables enumeration in high COVID-19 risk areas and provides additional data collection capability.

Adjustments to NRFU Contact Strategy

NRFU Adjustment Options	Potential Efficiency Gain / Applicable Costs to Implement
Close out self-reported vacants that are also Administrative Record (AdRec) vacant	Reduce workload by 140k cases
Reduce contact attempts for self-reported vacants from 6 to 1, if HU is confirmed vacant	Increase enumerator productivity
Reduce contact attempts for Re-Interview (RI) and Self-Response Quality Assurance (SRQA) cases from 6 to 3	Reduce attempts from 6 to 3 for 1.9 million cases, increase enumerator productivity
Eliminate Random RI, and depend on analytic sampling	Reduce NRFU workload by 800k cases – potential reduction in quality of enumerator work
Make “pop count only” sufficient earlier in the operation	Still being researched, TBD

Implement Additional Administrative Record Options

Administrative Records Options	Potential Efficiency Gain / Applicable Costs to Implement
We are in consultation to revise our AdRec strategy to use IRS-only (no corroborating sources) for "pop count only" cases	Reduce attempts from 6 to 1 for estimated 3.8 million cases, contingent on IRS approval, increasing enumerator productivity
Close out cases with conflicting AdRec showing both vacant and delete	Reduce attempts from 6 to 1 for 1.9 million cases, increasing enumerator productivity

Overview of Backend Processing

Assumptions:

1. Highly compressed schedule for 2020 Census data processing and review of data products.
2. Post-processing must start by October 1, 2020.
3. Post-processing work activities are limited to those required to produce apportionment counts. Delivery of redistricting data products will be negatively impacted under this revised plan and we are determining full impacts.
4. All of these activities represent abbreviated processes or eliminated activities that will reduce accuracy.

Compressing Backend Processing

Adjusted Activity

Finalize Master Address File (MAF) updates from remaining field operations by 9/4/20

Address updates from continued field work after 9/4/20 will not be applied to the MAF

Eliminate the step that includes Decennial Statistical Studies Division (DSSD) review of the MAF extract

Lock Geographic processing on 9/25/20 and deliver the final 2020 Census address universe by 10/14/20

Cancel Count Review Event 2, eliminating the need for late Group Quarters Enumeration (GQE) operations

Impact and Risks

We do not anticipate that the resulting number of updates not included will be highly significant. However, increases risk of inaccuracy.

Risk of missing and therefore propagating errors, however the MAF is the most accurate ever.

Reduces a 35 day processing duration to 19 days.

State demographer review of GQ data will be cancelled. The Demographic and Decennial staffs will work together to develop the message and communicate it to the Federal State Cooperative for Population Estimates (FSCPE)/states. The risk is virtually certain vocal objections from the FSCPE State Demographers and the State Governors they serve.

Compressing Backend Processing - Continued

Adjusted Activity	Impact and Risks
<p>Create a separate processing stream for the Enumeration of Transitory Locations (ETL) and Service Based Enumeration (SBE) operations that follows the Federally Affiliated Count Overseas (FACO) processing approach. This will enable adding ETL and SBE population counts state-by-state significantly later in the Census Unedited File (CUF) production process.</p>	<p>This file needs to be delivered to POP by the time the CUF – the basis for the apportionment delivery – review is scheduled to be complete, by December 18. Additionally, ETL permits the reporting of a Usual Home Elsewhere (UHE), which will not be able to be processed with this new approach.</p> <p>The CUF will have to be re-run prior to the processing of the Census Edited File (CEF) in order to add in the SBE/ETL population for the Public Law 94-171 Redistricting file. The Apportionment Team will need to change its processing plans and conduct testing to ensure the proper integration of ETL/SBE state counts.</p>
<p>Compress POP division and DSSD review and processing times</p>	<p>A compressed review period creates risk for serious errors not being discovered in the data – thereby significantly decreasing data quality. Additionally, serious errors discovered in the data may not be fixed – due to lack of time to research and understand the root cause or to re-run and re-review one or multiple state files.</p>
<p>Compress time for creating/verifying apportionment data and preparation of transmittal package for DOC</p>	<p>A compressed review period creates risk for errors being present in the data.</p>

Implementation of the Presidential Memo

A team has been established and is tasked with deriving a process utilizing sound statistical methods and meeting tests of operational feasibility, to achieve the goals of directives from Secretary Ross regarding implementation of the Presidential Memo. To achieve this, the Census will:

- Build upon the work we have already done based on Executive Order 13880, “Collecting Information about Citizenship Status in Connection with the Decennial Census”.
- Use all administrative records to the extent they are available. Using these records, in combination with other data already obtained regarding citizenship status, we will further refine the non-citizen category.
- Incorporating this work into the schedule to meet the current legal mandates.

Announcing the Replanned Operational Schedule

- **Announce:** Statement from Director Dillingham issued by Monday afternoon or as approval given with new schedule and re-plan outline.
- **Update Webpage:** We will update central schedule webpage with new dates. (current page reflects re-planning status)
- **Rollout:** We will follow a controlled rollout to give appropriate embargoed heads up to key Congressional offices, and then post and distribute the updated materials to Census Bureau staff, partners, intergovernmental stakeholders, and the media.

Questions?

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