



2020 Census

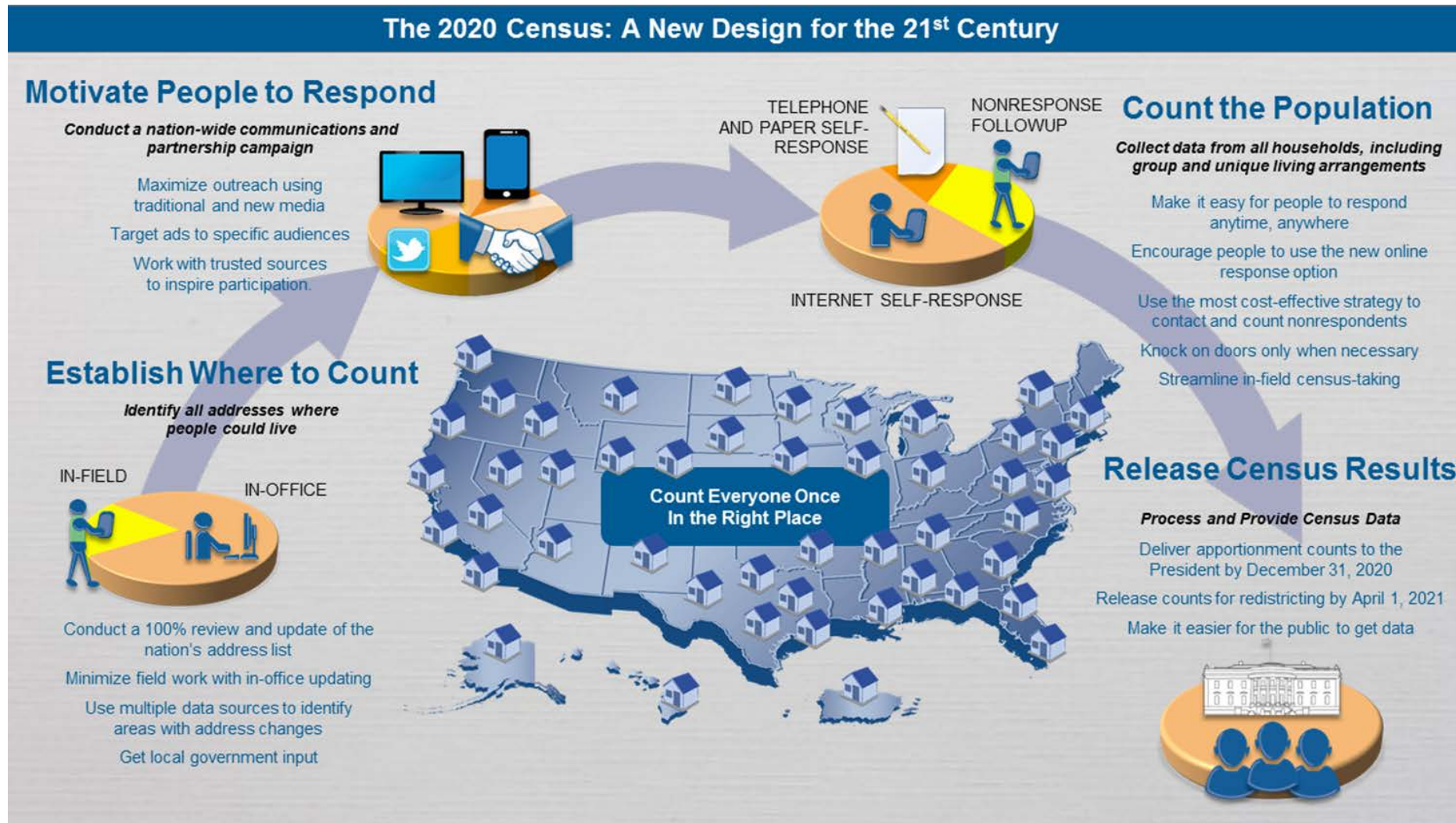
Local Update of Census Addresses Operation (LUCA)

The Decennial Census

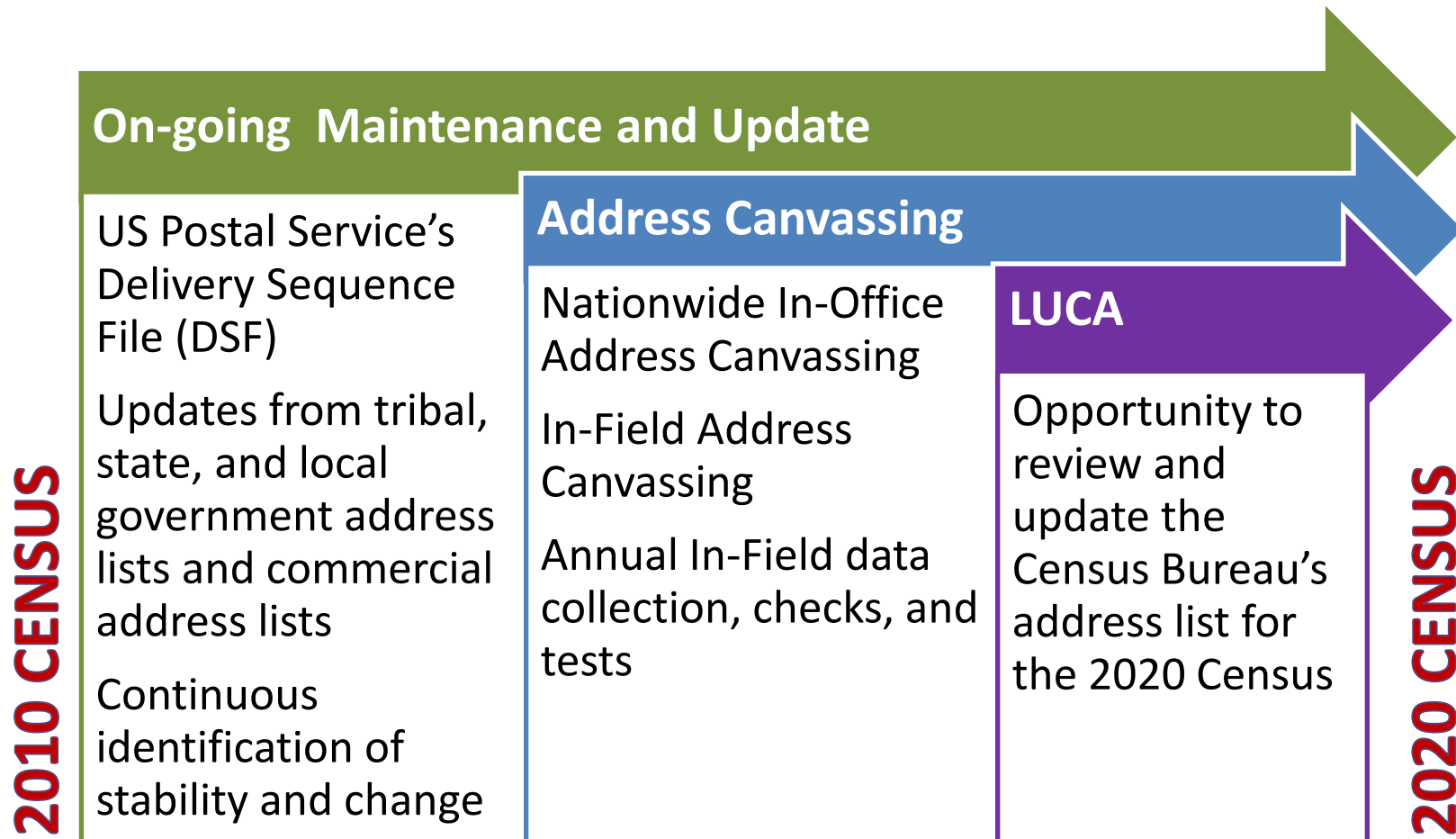
The purpose is to **conduct** a census of population and housing and **disseminate** results to the President, the States, and the American people.

- Uses of Census data:
 - **Apportioning** representation among states as mandated by Article 1, Section 2 of the US Constitution.
 - **Drawing** congressional and state legislative districts, school districts and voting precincts.
 - **Enforcing** voting rights and civil rights legislation.
 - **Distributing** federal dollars.
 - **Informing** planning decisions of tribal, federal, state and local government and organizational decisions (e.g., where to locate, size of market, etc.) of businesses and non-profits.

2020 Census Design



Address List Maintenance 2010 - 2020



LUCA background

- Authorized by the Census Address List Improvement Act of 1994 (Public Law 103-430).
- Provides a voluntary opportunity for designated representatives of tribal, state, and local governments to review and comment on the addresses used to conduct the decennial census.

Who can participate

- Federally recognized tribes with a reservation and/or off-reservation trust land.
- States and counties.
- Incorporated places.
 - Cities, towns, boroughs, villages.
- Townships (minor civil divisions).

Why allocate your limited resources to Census programs?

- **Political Power:**
 - Census is constitutionally mandated for re-apportionment of Congress.
 - Census results are used for redistricting at national, state, and local levels.
- **Informed Planning:**
 - Federal, tribal, state and local use governments use Census data in their community planning and regional development.
 - Businesses and non-profits use Census statistics in their organizational decisions (e.g., where to locate, size of market, etc.)
- **Money/Economic Impact:**
 - \$400 billion/year is distributed using Census numbers (\$4 trillion over the decade).

2020 LUCA schedule

Timeframe	Activity
January 2017 ✓	Advance Notice mailing mailed to Highest Elected Officials (HEOs), Tribal Chairs (TCs), Governors and other potential 2020 LUCA contacts.
March 2017 ✓	2020 LUCA promotional presentations began.
July 2017 ✓	2020 LUCA invitation and registration materials mailed to HEOs, TCs and Governors.
October 2017 ✓	2020 LUCA training workshops began.
December 15, 2017	2020 LUCA registration deadline.
February - April 2018	Participants receive their 2020 LUCA materials.
March - September 2018	Census Bureau processes 2020 LUCA submissions.
April 2018 - May 2019	Census Bureau validates 2020 LUCA addresses.
Summer 2019	Census Bureau delivers 2020 LUCA feedback.
April 1, 2020	CENSUS DAY.

Title 13 U.S.C. – confidentiality and security

- Information provided to/from LUCA is covered under Title 13 of the United States Code which:
 - Requires the Census Bureau to ensure confidential treatment of census-related information, including individual addresses and map structure points.
 - Requires the Census Bureau maintain the confidentiality of all information it collects.
- LUCA operation requires all liaisons, reviewers, and anyone with access to Title 13 materials abide by *Confidentiality and Security Guidelines* and requires all LUCA participants sign the *Confidentiality Agreement Form (D-2005)*.

Preparation for 2020 LUCA participation

- Early tools.
 - Address Block Counts.
 - Census Geocoder.
 - TIGERweb.
- Product preference combinations.

Early tools

- Provide 2020 Census LUCA Address Block Count files.
- Provide Census Geocoder to geocode jurisdiction's address list:
<https://geocoding.geo.census.gov/geocoder/>
- TIGERweb:
<https://tigerweb.geo.census.gov/tigerweb/>

	A	B	C	D	E	F	G
1	State	County	Tract	BLOCK	BLOCK_GEOID	Total Residential	Total Group Quarters
158	48	209	0102.00	3007	482090102003007	96	1
159	48	209	0102.00	3008	482090102003008	1	1
160	48	209	0102.00	3009	482090102003009	1	1
161	48	209	0102.00	3010	482090102003010	122	0
162	48	209	0103.02	1000	482090103021000	0	0
163	48	209	0103.02	1001	482090103021001	0	0
164	48	209	0103.02	1002	482090103021002	0	0
165	48	209	0103.02	1003	482090103021003	43	0
166	48	209	0103.02	1004	482090103021004	20	0
167	48	209	0103.02	1005	482090103021005	22	0
168	48	209	0103.02	1006	482090103021006	114	0
169	48	209	0103.02	1007	482090103021007	21	0
170	48	209	0103.02	1008	482090103021008	13	0
171	48	209	0103.02	1009	482090103021009	25	0
172	48	209	0103.02	1010	482090103021010	0	0
173	48	209	0103.02	1011	482090103021011	3	0
174	48	209	0103.02	1012	482090103021012	0	0
175	48	209	0103.02	1013	482090103021013	0	0
176	48	209	0103.02	1014	482090103021014	2	0
177	48	209	0103.02	1015	482090103021015	0	0
178	48	209	0103.02	1016	482090103021016	0	0
179	48	209	0103.02	1017	482090103021017	0	0
180	48	209	0103.02	1018	482090103021018	4	0
181	48	209	0103.02	1019	482090103021019	0	0
182	48	209	0103.02	1020	482090103021020	3	0
183	48	209	0103.02	1021	482090103021021	0	0
184	48	209	0103.02	1022	482090103021022	28	0
185	48	209	0103.02	1023	482090103021023	33	0
186	48	209	0103.02	1024	482090103021024	18	0

Product Preference Form (D-2003)

- Geographic Update Partnership Software (GUPS).
- Paper Format – Address List and Maps.
- Digital Format – Address List and Maps.

FORM D-2003 (5-31-2017) OMB No. 0607-0994; Approval Expires 12/31/2019

U.S. DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. CENSUS BUREAU

United States
Census 2020

PRODUCT PREFERENCE FORM
2020 CENSUS LOCAL UPDATE OF CENSUS
ADDRESSES OPERATION (LUCA)

Entity ID _____
Government Name _____

Please mark (X) to select a product preference format (Choose #1 OR #2 below)

1. **GUPS** – The Census Bureau’s Geographic Update Partnership Software (GUPS) is a self-contained Geographic Information System (GIS) tool. It includes the Census Bureau’s address list, address count list by census block, and partnership shapefiles. GUPS allows you to add external geospatial data (shapefiles, geodatabases, and imagery) for comparison and update purposes. GUPS functions on Windows XP, Vista, and Windows 7, 8, and 10, and Apple Mac OS X with additional bridge software.

OR

2. Select **one** address list format in **Section A** and **one** map format in **Section B**.

A. Address List – Select Digital or Paper

Digital – Requires the use of a spreadsheet or database software. We will provide the files in Excel Comma Delimited Text (.csv) format.

OR

Paper – Available only to governments with 6,000 or fewer addresses. Each 8 1/2" x 14" page contains six (6) addresses (1,000 pages maximum). Choose **one** address sort preference below:

Census Tract#/Block#/Street Name/House#/Unit#
 Street Name/House#/Unit/Census Tract#/Census Block# (alphanumeric sort)

You may access the current number of addresses by census block the Census Bureau has on file for your jurisdiction at <http://www.census.gov/geo/partnership/luca.html>.

B. Maps – Select Digital or Paper

Digital – Partnership shapefiles that require the use of GIS software. Address structure points are **not** included in the partnership shapefiles but can be created from the lat/long coordinates included on the digital address list.

OR

Paper/PDF – Large format paper map(s) (42" x 36") with a DVD of small format (8-1/2" x 14") block maps in Adobe PDF format that contain address structure coordinates showing the location of residential addresses. Title 13 requirements apply.

OR

Paper – Large format paper map(s) (42" x 36") only. This does **not** include a DVD of small format (8-1/2" x 14") block maps in Adobe PDF format that contain address structure coordinates showing the location of residential addresses. Non-Title 13.

Note: The shapefiles do NOT contain address points. If you choose a paper address list and digital maps, you will not see map spots in the digital environment. You must select Paper/PDF to review the address structure points.

LUCA Liaison Package Delivery Address.
Title 13 materials must be delivered to the LUCA liaison. Please print.

Liaison Name _____
Department, Organization, or Agency name _____

Physical/Mailing address: Number and street name _____
City _____ State _____ ZIP Code _____

Telephone: Area code _____ Number _____ Extension _____
Email address _____

Name of the Person Completing This Form (Please print)

Name _____ Telephone: Area code _____ Number _____ Extension _____

Email address _____ Date _____

Complete this form and return it along with the completed, signed copies of the Registration Form, Self-Assessment Checklist, and Confidentiality Agreement. Use the enclosed postage-paid envelope addressed to ATTN: Geography LUCA Materials 63-E, National Processing Center, 1201 East 10th St, Jeffersonville IN 47132. As an alternative, you may scan your completed forms, including forms with signatures, and email them to GEO.2020.LUCA@census.gov.

Product preference – GUPS

- Customized Geographic Information System (GIS) software for participation in 2020 LUCA.
- Pre-packaged to include all components.
- Designed for participants with no GIS experience; allows for simple to complex edits.
- Programmed with a review tool to validate LUCA edits.
- No internet connection required.
- No address matching capability.
- Size limitation.

Potential address sources

- E-911 address files.
- New housing construction or building permits.
 - Include only if final roof, doors, and windows will be in place on Census Day, April 1, 2020.
- Housing inspection records or occupancy permits.
- Planning and zoning records.
- Local utility records.
- School enrollment records.
- Driver's license files.
- Annexation records.
- Assessment or tax files (residential units).
- Voter registration files.

Identify priorities

- Apartment buildings and/or areas of concentrated multi-unit housing.
- Areas along governmental boundaries and/or newly annexed land.
- Areas of new residential construction.
- Blocks with the greatest differences between the Census Bureau's address block count and your address block count.
- E-911 address conversion areas.
- Group Quarters (e.g., housing such as college dorms and nursing homes).
- Mobile home parks or new, scattered mobile homes.
- Single-family homes converted to multifamily homes, and vice versa.
- Warehouses converted to residential lofts.

Local Update of Census Addresses

- A complete Census address list = an accurate census count
- Don't pass up the opportunity to look at the census address list
 - Once a decade opportunity
 - Important to review areas of new development and change
 - Local governments are the most authoritative source of address information
- Help will be available
 - Census help desk, census respondent guide, additional trainings, regional office geography staff
 - Regional planning agencies

Next steps – participant

- Register for LUCA by December 15, 2017
 - Choose how you want to receive materials: *paper, electronic, GUPS.*
- Attend Technical Training January – February 2018
 - Primarily webinar - will focus on your materials choice
 - Review participant guide and online training information
- Review and update Census address list beginning in February
 - 120 days to complete review

Next steps – participant

- Upcoming webinar: LUCA Training Workshop
 - Wednesday, December 6, 1:00 – 3:00 pm
 - Presented by Zoe Ritter, New York Regional Office of Census Bureau
- Registration link:
<https://census.webex.com/census/k2/j.php?MTID=tf7836973544ffae116e2909712dcffc>

Next steps – participant

- Agree with feedback materials, then participation ends.
 - Send D-2012 to confirm destruction, or if choose to return materials, do so quickly.
- Notify OMB LUCA Appeals office of disagreement with feedback materials.
 - Appeals Office works with participant and Census Bureau to resolve disagreement.
 - Once appeals process concludes, participants must destroy or return materials and submit signed *Destruction or Return of Title 13 Materials* Form (D-2012) that includes signatures from liaison and all reviewers.
- Filing an appeal is optional.

Support and assistance

- Visit the 2020 LUCA Web site:
<https://www.census.gov/geo/partnerships/luca.html>
 - Frequently Asked Questions document
 - Forms for registration
- Contact the regional Census office:
 - E-mail: New.York.Geography@census.gov
GEO.2020.LUCA@census.gov
 - Geographic Programs Support Desk toll-free telephone number:
1-844-344-0169