

**Department of Commerce  
United States Census Bureau  
OMB Information Collection Request  
2020 Census Local Update of Census Addresses Operation (LUCA)  
OMB Control Number 0607-XXXX**

**Part B – Collection of Information Employing Statistical Methods**

**1. Universe and Respondent Selection**

The 2020 Census Local Update of Census Addresses Operation (LUCA) is voluntary and available to approximately 40,000 tribal, state, and local governments, including the District of Columbia and Puerto Rico, in areas for which the Census Bureau performs a pre-census Address Canvassing Operation (excluding sparsely settled areas in the state of Alaska). A majority of governments will have some area that will be included in the Address Canvassing Operation. Participating governments may review the Census Bureau's confidential list of individual living quarters addresses and provide to the Census Bureau address additions, corrections, and/or deletions. Participating governments may also provide street centerline and street attribute updates. LUCA provides participating governments with an opportunity to assist in improving the quality of data in the Master Address File/Topologically Integrated Geographic Encoding and Referencing (MAF/TIGER) System prior to Census Day on April 1, 2020.

**2. Procedures for Collecting Information**

LUCA occurs between January 2017 and June 2020. LUCA comprises five stages:

- Advance Notice
- Invitation
- Address Review
- Feedback
- Closeout

**Advance Notice:**

The Census Bureau provides an advance notice package to all eligible tribal, state, and local governments. This package contains materials informing the eligible governments of the voluntary operation and provides instructions to update contact information and how to prepare to participate in the operation. This stage occurs between January 2017 and March 2017.

**Invitation:**

All eligible tribal, state, and local governments receive an invitation package. This package provides information to register for the operation, instructions on how to designate a liaison, and allows governments to select the type of materials. Additionally, the invitation package provides information regarding the responsibility for safeguarding and protecting Title 13 materials. The

Census Bureau will follow up and send reminder packages to governments that do not respond. This stage occurs between July 2017 and September 2017.

#### **Address Review:**

Governments that elect to participate receive materials based on their selection from the invitation package. Governments have a maximum of 120 days from the date of receipt of materials to complete and submit their address and spatial updates to the Census Bureau. The Census Bureau will conduct follow up with letters, postcards, and phone calls to encourage timely submission of address and spatial updates. This stage occurs between February 2018 and May 2018.

#### **Feedback:**

The Census Bureau will provide a feedback package to governments that participate in the operation. This package includes detailed information on the results of the address and spatial updates submitted during LUCA. This stage occurs between August 2019 and October 2019.

#### **Closeout:**

The Census Bureau provides a closeout letter to governments that participated in the operation which includes instructions to destroy or return Title 13 materials. The Census Bureau will also conduct follow up with letters and phone calls to ensure that Title 13 materials are destroyed or returned. This stage occurs between October 2019 and June 2020.

### **3. Methods to Maximize Response**

The Census Bureau has devised several measures to maximize responses for LUCA:

- The Census Bureau will supply participants with the Geographic Update Partnership Software (GUPS), which streamlines the task of reviewing LUCA maps and address materials, including Census block maps with address structure points and reduces the need for printing paper maps and address lists;
- The Census Bureau will offer promotional workshops and trainings to assist local governments with LUCA; and
- Digital shapefiles are available to participants, which significantly reduces the time to review LUCA maps and addresses and reduces the need for printing paper maps and address lists.

### **4. Tests of Procedures or Methods**

No testing is planned in relation to this package.

## **5. Contacts for Statistical Aspects and Data Collection**

This collection does not use statistical methods, such as sampling, imputation, or other statistical estimation techniques. For more information, contact Robin A. Pennington (301) 763-8132, [robin.a.pennington@census.gov](mailto:robin.a.pennington@census.gov).