

D-1686(SGPW)

(Entity Name)

(Entity Code)

(Contact ID of the Governor - allow for 7 characters)

(Date)

(Recipient Name) (Position – allow for 45 characters)

(Department Name)

(Mailing Address)

(City) (State) (ZIP)

Dear (Name of Contact):

Recently, the U.S. Census Bureau invited the governor of your state to participate in the 2010 Decennial Census Local Update of Census Addresses (LUCA) Program. The LUCA Program, authorized by the Census Address List Improvement Act of 1994 (Public Law 103-430), provides state, local, and tribal governments the opportunity to review and update the Census Bureau's address list.

The accuracy and completeness of the Census Bureau's address list is critical to the enumeration process and the quality of the resulting census data. Your state's participation in the LUCA Program can help ensure that we achieve complete coverage in our enumeration of your state.

Our records indicate that a portion of the area covered by your state is within the boundary of one or more federally-recognized American Indian reservations and/or off-reservation trust lands. The Census Bureau will not provide for your review the addresses on its list for that portion of your state. The Census Bureau provides addresses contained within the boundaries of federally-recognized American Indian reservations and off-reservation trust lands only to the relevant tribal government, in keeping with the unique government-to-government relationship between the federal government and federally-recognized tribes. The Census Bureau nonetheless encourages tribal governments to coordinate their address list review with, or to delegate (if they do not plan to participate) review authority to, neighboring local governments or the state government. In the event that the tribal government chooses not to coordinate its address list review for the portion of the area covered by your state, you can still help to improve the address list for your entire state by submitting potentially missing addresses as part of the LUCA program.

The LUCA Program provides options for you to:

- Review and update the Census Bureau's address list products for the non-reservation/trust land portion of your state; or you may elect to focus your review on selected areas within your state; or

- Submit your address list of city-style addresses for your entire state, or a selected portion, to the Census Bureau in the Census Bureau specified computer-readable format; and
- Review and update the geographic features in the Census Bureau's geographic database.

You will not receive feedback on our disposition of any added addresses for the reservation/trust land portion of your state, or be able to appeal our determinations on these, but we will include these addresses on our list for questionnaire delivery if we are able to validate them in our field check.

The enclosed flyer, *Will Your Community Be Ready for the 2010 Decennial Census Local Update of Census Addresses (LUCA) Program?*, provides an overview of the LUCA Program. The flyer answers questions that may assist your state in deciding whether to participate in this program. We have also enclosed two computer-based training (CBT) CD-ROMs. One CBT CD-ROM provides background and instructions on participating in the LUCA Program. The second CBT CD-ROM contains instructional information on the Census Bureau's MAF/TIGER Partnership Software (available free of charge to LUCA Program participants), a geographic information software application that allows your state to update both the address list and map information.

If your state has an active State Data Center, Federal/State Cooperative Program for Population Estimates, and/or Geographic Information System (GIS) coordinator, these established Census Bureau partners may be good candidates for involvement in your LUCA effort.

We will supply your LUCA materials as soon as possible after we receive your state's completed registration forms. You have 120 days from the date you receive your LUCA materials to complete your review and submit your address list changes. We will accept registrations up until **December 31, 2007**, but can guarantee the full 120-day review period only for governments registering by **November 19, 2007**.

Please review the enclosed information and contact your governor about your state's participation. Your governor received the forms required to register to participate in the LUCA Program. If you have any questions regarding the LUCA Program, please contact your Census Bureau Regional Office by telephone at (RO Phone Number) or via e-mail at (RO e-mail address).

Sincerely,

Charles Louis Kincannon  
Director

Enclosures