

DRAFT

D-1685(SG-R)

(Entity Name)

(Entity Code)

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

(Date)

The Honorable (Name of Governor)

(Position)

(Department Name)

(Mailing Address)

(City) (State) (ZIP)

The Honorable (Full Name of Governor)

The U.S. Census Bureau recently invited your state to participate in the 2010 Decennial Census Local Update of Census Addresses (LUCA) Program, but indicated that your participation was limited because 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. We since determined that we may offer your state the opportunity to review the confidential census address list for the entirety of your state. If you have already registered for the LUCA Program, you now may select a different participation option or add counties with federal reservation or trust land area to your review if you choose. If you have not yet registered, we invite you to do so now.

We have enclosed the Registration Form, the Participation Option/GIS Preference/County Selection Form, the Confidentiality and Security Guidelines, the Confidentiality Agreement Form, and the Self-Assessment Checklist. To register now or to change your participation option, please do the following:

- Choose a LUCA Program participation option and complete the Participation Option/GIS Preference/County Selection Form
- Complete and sign the Registration Form.
- Designate a LUCA Program liaison and reviewers. (The liaison, reviewers, and anyone else with access to the address information must sign the Confidentiality Agreement for Options 1 and 2.)
- Ensure that the LUCA Program liaison completes and signs the Self-Assessment Checklist (required for participation in Options 1 and 2).

We will supply your LUCA materials as soon as possible after we receive your completed registration forms. We will accept registrations up until **December 31, 2007**, but the sooner we

receive your registration forms the more time you will have to perform your review prior to the final submission deadline of **April 4, 2008**.

The Census Bureau estimates that it will take between 105 and 1,575 hours to complete the LUCA review depending on the number of addresses and the rate of address growth and change. This includes the time needed to read the enclosed invitation materials and complete the registration forms, and upon receipt of the LUCA materials to read the instructions, assemble and review the LUCA materials and provide updates. Please send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Paperwork Project 0607-0795, 4600 Silver Hill Road, Room 3K138, Washington, D.C. 20233, or you may e-mail comments to paperwork@census.gov; use "Paperwork Project 0607-0795" as the subject. Please include a copy of your message addressed to luca@geo.census.gov. Under the Paperwork Reduction Act, we cannot ask you to respond to a collection of information unless it displays a currently valid Office of Management and Budget (OMB) control number. The OMB number is found in the upper right corner of each LUCA form.

Please return all forms to the Census Bureau as soon as possible in the enclosed postage-paid envelope. If you have any questions regarding the LUCA Program, please contact your Census Bureau regional office by telephone at 1-866-511-LUCA (5822) or via e-mail at (RO e-mail address).

We look forward to working with you.

Sincerely,

Charles Louis Kincannon
Director

Enclosures

cc:

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