



Recently, the U.S. Census Bureau invited the chief executive/highest elected official of your government 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 tribal, state, and local 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. Through your government's participation in the LUCA Program, your local knowledge can help ensure that we achieve complete coverage in our enumeration of your jurisdiction. If your government chooses to participate in the LUCA Program, you can:

- Review and update the Census Bureau's address list, or submit your local address list to the Census Bureau in the Census Bureau specified computer-readable format.
- Review and update the legal boundaries and features on the Census Bureau maps.

Our records indicate that we have designated areas within your entity for special enumeration procedures; special enumeration areas include remote, sparsely-populated, and/or resort areas. Because of timing and operational constraints, only portions of your entity can be included in your LUCA review. The Boston Regional Office can provide you with information as to the location of the area not designated for special enumeration and, therefore, eligible for inclusion in the LUCA review. A file of the specific census blocks eligible for LUCA review will be provided with your LUCA materials.

The enclosed flyer, *Will Your Community Be Ready for the 2010 Census Local Update of Census Addresses (LUCA) Program?*, provides an overview of the LUCA Program. The flyer answers questions that may assist your government 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 system software application that allows your government to update both the address list materials and map information.

In order to participate, your government must register for the LUCA Program as soon as possible; we will supply your LUCA materials as soon as possible after we receive the completed registration forms. We will accept registrations up until **December 31, 2007**, but the sooner we receive your government's registration forms, the more time your government will have to perform the LUCA review prior to the submission deadline of **April 4, 2008**. If your government registers before **December 3, 2007**, your government has the opportunity to provide legal boundary updates along with the LUCA updates, and the Census Bureau will not send your government the 2008 Boundary and Annexation Survey package in January 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, DC 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 review the enclosed information and contact your chief executive/highest elected official about your government's participation. Your chief executive/highest elected official received the forms required to register to participate in the LUCA Program. If you have any questions regarding the LUCA Program, please contact the Boston Regional Office by telephone at 1-866-511-LUCA (5822) or via e-mail at boston.geography@census.gov.

We look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Kincannon", written in a cursive style.

Charles Louis Kincannon
Director

Enclosures