

Dear Mapping Coordinator,

This e-mail is to notify you that your state's verification materials for the 2009-2010 School District Review Program (SDRP) are available for review.

Unlike the Annotation Phase of the program, no CDs or DVDs will be mailed to you for the Verification Phase of the SDRP. You will review and verify your updates using the web and also be able to download shapefiles to submit any changes that need to be made. Step-by-step guidelines have been developed to assist you in accessing your materials and completing your review.

All verification materials and guidelines for your state have been posted to the 2009-2010 SDRP website located at: [www.census.gov/geo/www/schdist/sch\\_dist.html](http://www.census.gov/geo/www/schdist/sch_dist.html). To access your verification materials and guidelines on the SDRP website, click on the Verification Materials hyperlink. Then click on the hyperlink for your state.

A folder named "files" will contain all the applicable school district listings (text files) for your state (which should be reviewed and verified) and also the following guidelines in PDF format:

School District Review Program Verification Procedures

Att\_A\_SDRP\_MTPS\_Guidelines\_revised

Att\_B\_MTPS\_Viewer\_Guidelines\_revised

We suggest that you begin by reading the "School District Review Program Verification Procedures," which will provide you with background information on the verification phase and explain Attachments A and B.

Please note: to view your shapefiles on the web, a password is required in addition to the Participant ID and User Name provided on page 3 in Attachment B. Your password is "sdrp" followed by your two-digit state FIPS code. Please contact us if you are unsure of your state FIPS code.

Should you need to use our FTP site to submit changes or corrections, you will need a user name and password to access the site. Your user name is "geosd0910" and your password is "GEO4upload2009!". All user names and passwords are case-sensitive.

Your verification materials include all submissions received by the Census Bureau by the October 30, 2009 deadline. Any submissions received after the deadline are not reflected in the verification materials, but will be included in the poverty estimates scheduled to be released in November 2010.

All verification updates must be received by the Census Bureau no later than Friday, April 2, 2010.

Please feel free to contact any member of the School District Team with questions regarding the program or procedures.

Thank you again for your participation.

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